MINUTES

Corporate and Community Development Committee Meeting

Held on Tuesday 13 December 2016 at 4:00pm
City of Rockingham Boardroom
City of Rockingham
Corporate and Community Development
Committee Meeting Minutes
4:00pm Tuesday 13 December 2016

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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**

<table>
<thead>
<tr>
<th>2.1 Councillors</th>
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<tbody>
<tr>
<td>Cr Leigh Liley</td>
<td>Chairperson</td>
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<td>Cr Lee Downham</td>
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<td>Cr Justin Smith</td>
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<td>Cr Kelly McManus</td>
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<td>Cr Joy Stewart</td>
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<td>Cr Chris Elliott</td>
<td>Observer</td>
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<tr>
<th>2.2 Executive</th>
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<tr>
<td>Mr Andrew Hammond</td>
<td>Chief Executive Officer</td>
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<tr>
<td>Mr John Pearson</td>
<td>Director Corporate Services</td>
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<tr>
<td>Mr Peter Doherty</td>
<td>Director Legal Services and General Counsel</td>
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<tr>
<td>Mr Michael Holland</td>
<td>Director Community Development</td>
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<tr>
<td>Ms Karin Strachan</td>
<td>Manager Strategy and Corporate Communications</td>
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<tr>
<td>Mr Gary Rogers</td>
<td>Manager Community Infrastructure Planning</td>
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<tr>
<td>Ms Mary-Jane Rigby</td>
<td>Manager Community Support and Safety Services</td>
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<tr>
<td>Mrs Jillian Obiri-Boateng</td>
<td>Manager Community Capacity Building</td>
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<tr>
<td>Ms Alison Oliver</td>
<td>Manager Library and Information Services</td>
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<tr>
<td>Ms Vanisha Govender</td>
<td>Manager Financial Services</td>
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<tr>
<td>Mr Michael Yakas</td>
<td>Manager Customer and Corporate Support</td>
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<tr>
<td>Mr Nick Brown</td>
<td>Manager Community and Leisure Facilities</td>
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<tr>
<td>Mr Ben Searcy</td>
<td>Manager Human Resources Development</td>
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<tr>
<td>Ms Claire O’Neill</td>
<td>Community Infrastructure Project Officer</td>
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<tr>
<td>Mr Peter Varris</td>
<td>Manager Governance and Councillor Support</td>
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<tr>
<td>Ms Karen Gravett</td>
<td>Acting Governance Officer</td>
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<td>Mrs Diane Zanre</td>
<td>PA to Director Community Development</td>
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<th>2.3 Members of the Gallery:</th>
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<td>2.4 Apologies:</td>
<td>Nil</td>
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<tr>
<td>2.5 Approved Leave of Absence:</td>
<td>Nil</td>
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</tbody>
</table>
### Responses to Previous Public Questions Taken on Notice

Nil

### Deputations

#### 4.1 Deputation – Baldivis Children’s Forest

4:01pm The Chairperson invited Mr Tim Hill, Chairperson of the Baldivis Children’s Forest and Mr Jarrad Mosely to address the Committee.

Mr Hill presented provided an overview of the work being done by the volunteers at the Baldivis Children’s Forest, and seeking the support of Council in its future endeavours. Mr Hill highlighted the successes of the organisation and clarified specific support requested from the City, including:

- Preparation of a Master Plan for site;
- Support and funding towards the design and build of an Environmental Education Centre;
- Rental from any telephone towers on site to be directed to the organisation; and
- Provision of a part-time Community Development Officer

Committee Members asked a number of questions of Mr Hill, including:

- Land Tenure
- Participating schools
- Staffing
- Other sources of funding

4:21pm The Chairperson thanked Mr Hill and Mr Mosely for their deputation.

### Public Question Time

4:22pm The Chairperson invited members of the Public Gallery to ask questions. There were none.

### Confirmation of Minutes of the Previous Meeting

Moved Cr Smith, seconded Cr Stewart:

That Committee **CONFIRMS** the Minutes of the Corporate and Community Development Committee Meeting held on 15 November 2016, as a true and accurate record.

Committee Voting – 5/0

### Matters Arising from the Previous Minutes

Nil

### Announcement by the Presiding Person without Discussion

4:22pm 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.

### Declarations of Members and Officers Interests

4:23pm The Chairperson asked if there were any interests to declare. There were none.
10. **Petitions/Deputations/Presentations/Submissions**

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<td><strong>10.1 Presentations – PHAIWA Award 2016</strong></td>
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<td><strong>4:23pm</strong></td>
<td>The Chairperson advised that the Public Health Institute of Western Australia (PHAIWA) Children’s Environment and Health Local Government Awards 2016 were presented on Friday 9 December 2016. The City was successful in winning the Award for the ‘Young People Making a Difference in Communities’ category for its enabling of the Rockingham Youth Advisory Committee (RYAC) to focus on ‘young person led’ projects as a way to increase the capacity of young people in the community with the ‘Let’s Taco About It’ project recognised as a great example. The nomination attracted full points in the judging process. ‘Let’s Taco About It’ comprised a competition designed and led by RYAC enabling local young people to provide and present an idea to RYAC. RYAC voted on the ideas with the winning young person being provided with $5,000 to implement their idea, with mentoring from RYAC. The winning project is being implemented as part of the January Beach Party event for young people.</td>
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11. **Matters for which the Meeting may be Closed**

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<td><strong>4:24pm</strong></td>
<td>The Chairperson advised in accordance with section 5.23(2)((a) and (c) of the Local Government Act 1995 – if there are any questions or debate on Confidential Item GMS-027/16 – Recommendations from the Chief Executive Officer Performance Review Committee Meeting held on 28 November 2016, then the Committee will need to defer the matter for consideration at Agenda Item 18 - Matters Behind Closed Doors. As there were questions, this report was dealt with behind closed doors at Item 19 – Matters Behind Closed Doors</td>
</tr>
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## General Management Services

### 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)(a) and (c) of the Act

| Reference No & Subject: | GMS-027/16 Recommendations from the Chief Executive Officer Performance Review Committee Meeting held on 28 November 2016 |
|------------------------|-----------------------------------------------------------------------------------------------------------------
| File No:               | PSL/1208, PSL/702                                                                                                  |
| Author:                | Mr Ben Searcy, Manager Human Resource Development                                                                  |
| Date of Committee Meeting: | 13 December 2016                                                                                               |
| Disclosure of Interest: |                                                                                                                                 |
| Nature of Council’s Role in this Matter: | Confidential Attachments as per Section 5.95 of the Local Government Act 1995 |
| Attachments:           | 1. Minutes of the Chief Executive Officer Performance Review Committee Meeting held on 28 November 2016        |
|                       | 2. Chief Executive Officer Performance Review Report 2016 from Portland Broome Organisational Consultants        |

**Human Resource Development**
### Bulletin Items

**Corporate and General Management Services Information Bulletin – December 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
   - 4.2 Delegated Approval of Tenders by CEO
   - 4.3 Development Contribution Scheme
   - 4.4 Autumn Centre
   - 4.5 Rockingham Aquatic Centre
   - 4.6 Mike Barnett Sports Complex
   - 4.7 Warnbro Community Recreation Centre
   - 4.8 Aqua Jetty
   - 4.9 Gary Holland Community Centre
   - 4.10 Lease Management
   - 4.11 Lease Consent and Maintenance Grants
   - 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 Upcoming State Election – Impact on Declaration of Gifts
   - 4.2 Global Friendship
   - 4.3 Freedom of Information (FOI) Requests
   - 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
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<td>3.1 Risk Management</td>
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<td>3.4 Implementation of Digital Media Strategy</td>
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<td>4. Information Items</td>
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<td>4.1 Organisational Performance Measurement</td>
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<td>4.2 Community Engagement</td>
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<td>4.4 Social Media</td>
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<td>3. Project Status Reports</td>
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<td>3.1 Marketing City of Rockingham</td>
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<td>3.2 Online Forecasting Tool</td>
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<td>3.3 Small Business Leadership Forums and Investment Attraction Seminars</td>
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<td>3.4 Hotel Attraction Project</td>
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<td>4. Information Items</td>
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<td>4.1 Various Meetings</td>
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<td>4.2 Lot 55 (14) Trafalgar Gardens, Port Kennedy</td>
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<td>4.4 East Rockingham Industrial Area</td>
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<td>3. Project Status Reports</td>
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<td>4. Information Items</td>
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<td>4.1 Legal Advice – Local Government Operational Matters</td>
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<td>4.2 Documentation</td>
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**Committee Recommendation**

Moved Cr Smith, seconded Cr McManus:

That Councillors acknowledge having read the Corporate and General Management Services Information Bulletin – December 2016 and the content be accepted.

Committee Voting – 5/0
### Community Development Information Bulletin – December 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 October 2016 Library Services 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 Facebook Statistics October 2016

#### 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 Baldivis South Community Centre  
   4.8 Future Enclosed Off-Leash Dog Exercise Area (Baldivis)  
   4.9 Singleton Youth Space Replacement  
   4.10 Infrastructure Planning and Development Grants

#### Community Capacity Building
1. Community Capacity Building Team Overview  
2. Human Resource Update  
3. Project Status Reports  
   3.1 KidSport
3.2 Perth Symphony Orchestra

4. Information items
   4.1 Community Grants Programme
   4.2 Community Capacity Building
   4.3 Disability Access and Inclusion Plan and Strategy 2016-2019
   4.4 Seniors
   4.5 Youth Development
   4.6 Sport, Recreation and Health and Wellbeing
   4.7 Cultural Development and the Arts

**Committee Recommendation**

_Moved Cr Smith, seconded Cr Stewart:_

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

Committee Voting – 5/0
13. Agenda Items

### General Management Services

#### General Management Services

**Governance and Councillor Support**

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<th>Reference No &amp; Subject:</th>
<th>File No:</th>
<th>Proponent/s:</th>
<th>Author:</th>
<th>Other Contributors:</th>
<th>Date of Committee Meeting:</th>
<th>Previously before Council:</th>
<th>Disclosure of Interest:</th>
<th>Nature of Council’s Role in this Matter:</th>
</tr>
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<tbody>
<tr>
<td>GMS-028/16</td>
<td>GOV/51</td>
<td>Mr Peter Varris, Manager Governance and Councillor Support</td>
<td>Mr Peter Varris, Manager Governance and Councillor Support</td>
<td>13 December 2016</td>
<td>27 September 2016 (GMS-019/16)</td>
<td>Executive</td>
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#### Purpose of Report

To consider a draft Council Policy that provides the parameters on the provision, use, support and replacement of digital tablet devices for City of Rockingham Councillors, prior to seeking public comment on the policy proposal in accordance with Council’s Policy Framework.

#### Background

The City of Rockingham has provided iPads to Councillors since late 2012, primarily for the purpose of accessing Council business papers (agenda and minutes) in a digital format. The provision of the digital business papers has been through the use of an application (App), Docs on Tap.

In the absence of a formal policy, the supply of the tablet and relevant training has been through the Governance and Councillor Support Team (GCS), in consultation with the CEO and Information Systems Team.

As a result of a recommendation from the Governance Review Committee, Council at its September 2016 meeting resolved -
"That Council SUPPORTS the preparation of a Council Policy to provide the parameters on the provision, use, support and replacement of digital tablet devices for City of Rockingham Councillors."

**Details**

The policy has been drafted to capture the provision, use, replacement, and support of digital tablet devices for Councillors. The fundamental underpinning of the policy is to "ensure that advice and information is available to Council so that informed decisions can be made". Digital tablets devices assist the implementation of this principle.

While the default method of providing Councillors with Council business papers is via hard copy paper format, Councillors may also receive documents in digital only format, or a combination of both paper and digital. It is critical that a Councillor can read and comprehend the matters before them in a timely manner, regardless of the format of the business papers.

The proposed policy outlines the responsibilities of both the City and Councillors in respect to digital tablet devices, the circumstances for replacement of the device, the level of support and training for the device and relevant business applications, and the disposal of decommissioned devices.

**Implications to Consider**

- **a. Consultation with the Community**
  Council’s Policy Framework states that general Council policy is to undergo a public consultation process of a minimum 14 calendar days.

- **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:** 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**
  In accordance with Council’s Policy Framework, the draft policy will be subject to a public consultation period. Any submissions received will been presented to Council for consideration prior to final adoption of the policy.

- **e. Financial**
  The cost of advertising the draft policy will be sourced from the Governance and Councillor Support advertising budget (210018.1204). Advertising is anticipated to cost less than $1,000.

- **f. Legal and Statutory**
  Section 2.7 of the Local Government Act 1995 states that it is the role of Council to determine the local government’s policies.
  Section 5.41 of the Local Government Act 1995 notes that one of the CEOs functions is to ensure that advice and information is available to Council so that informed decisions can be made.
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 draft policy addresses a range of matters that have been identified as critical in ensuring a fair and equitable approach to the provision and support of digital tablet devices to Councillors. Should the draft be supported by Council, the policy will be advertised inviting submissions from the public. Any submissions received will be addressed in a further report to Council recommending final policy adoption.

Voting Requirements

Simple Majority

Officer Recommendation

That Council APPROVES the draft Council Policy, “Digital Tablet Devices for Councillor Use” for the purpose of public consultation –

Digital Tablet Devices for Councillor Use

Council Policy Objective

To provide parameters on the provision, use and replacement of digital tablet devices for City of Rockingham Councillors.

Council Policy Scope

All City of Rockingham Councillors using digital tablet devices provided by the City. City of Rockingham employees responsible for the support of digital tablet devices for Councillors.

Council Policy Statement

Provision of Digital Tablet Devices to Councillors

The City of Rockingham is committed to providing efficient and effective means of supporting elected members in the decision making processes of the Council. The Local Government Act 1995 specifies that one of the Chief Executive Officer’s functions is to “ensure that advice and information is available to the council so that informed decisions can be made”. To meet this requirement Council business papers are provided to Councillors in hard copy paper format as a primary source of advice and information.

The City also maintains a digital business paper system which delivers agendas, minutes and other business papers via digital tablet devices. Tablet devices may be provided to Councillors for the purpose of accessing Council business papers through the City’s specified digital business paper system.

Councillors may receive business papers in three ways –

a. Paper only.

b. Both Paper and the digital business paper system.

c. Digital business paper system only.
Where a Councillor elects to receive only digital business papers, the Councillor must demonstrate to the satisfaction of the Chief Executive Officer a moderate level of competency in using both the allocated digital tablet device and the digital business paper system.

**Use of Digital Tablet Devices by Councillors**

A Councillor provided with a City owned digital tablet device is responsible for keeping the device in good working order.

A Councillor is to use his or her own personal account to access the tablet operating system platform supported by the City, e.g. iTunes, Microsoft account, Google account.

With the exception of accessing the City’s wireless internet system which is available at the City’s Administration Centre, a Councillor is responsible for the cost of accessing wireless internet at his or her home and other locations.

**Replacement of Digital Tablet Devices for Councillors**

The tablet device is provided for the Councillor’s continuous term of office and will only be replaced –

a. when a change in City business systems or technology warrants; or

b. when the functionality of the device and applications impairs effective communication; or

c. through accidental loss or breakage.

Notwithstanding the above, a digital tablet device for a Councillor will depreciated at a rate of 25% pa.

A Councillor must ensure that any personal information or software applications on the digital tablet device is removed or backed up prior to replacement.

**Support of digital tablet devices allocated to Councillors**

A Councillor provided with a City owned digital tablet device is responsible for keeping the device in good working order.

Any loss of, or damage to the device must be reported immediately to the Governance and Councillor Support Team, which will assess whether repairs need to be undertaken and/or a replacement device arranged.

A standard suite of operational software applications will be installed on Councillor digital tablet devices. Other applications may be installed by a Councillor at his or her own cost.

The City will provide training to a Councillor to develop their competencies in the use of the allocated digital tablet device.

**Purchase of decommissioned digital tablet devices**

A Councillor vacating office after serving at least one 4 year term of office may either assume ownership of the device or hand the device back to the City.

A Councillor vacating office prior to the completion of a 4 year term will hand the device back to the City, or may purchase the digital tablet device at a residual value based on the depreciation rate calculated to the month prior to the Councillor’s departure.

**Definitions**

Nil

**Legislation**

Local Government Act 1995 – Section 5.41: Functions of CEO

**Other Relevant Policies/ Key Documents**

Not Applicable
Committee Recommendation

Moved Cr Smith, seconded Cr Stewart:
That Council APPROVES the draft Council Policy, “Digital Tablet Devices for Councillor Use” for the purpose of public consultation –

Digital Tablet Devices for Councillor Use

Council Policy Objective
To provide parameters on the provision, use and replacement of digital tablet devices for City of Rockingham Councillors.

Council Policy Scope
All City of Rockingham Councillors using digital tablet devices provided by the City. City of Rockingham employees responsible for the support of digital tablet devices for Councillors.

Council Policy Statement

Provision of Digital Tablet Devices to Councillors
The City of Rockingham is committed to providing efficient and effective means of supporting elected members in the decision making processes of the Council. The Local Government Act 1995 specifies that one of the Chief Executive Officer’s functions is to “ensure that advice and information is available to the council so that informed decisions can be made”. To meet this requirement Council business papers are provided to Councillors in hard copy paper format as a primary source of advice and information.

The City also maintains a digital business paper system which delivers agendas, minutes and other business papers via digital tablet devices. Tablet devices may be provided to Councillors for the purpose of accessing Council business papers through the City’s specified digital business paper system.

Councillors may receive business papers in three ways –
  a. Paper only.
  b. Both Paper and the digital business paper system.
  c. Digital business paper system only.

Where a Councillor elects to receive only digital business papers, the Councillor must demonstrate to the satisfaction of the Chief Executive Officer a moderate level of competency in using both the allocated digital tablet device and the digital business paper system.

Use of Digital Tablet Devices by Councillors
A Councillor provided with a City owned digital tablet device is responsible for keeping the device in good working order.

A Councillor is to use his or her own personal account to access the tablet operating system platform supported by the City, e.g. iTunes, Microsoft account, Google account.
With the exception of accessing the City’s wireless internet system which is available at the City’s Administration Centre, a Councillor is responsible for the cost of accessing wireless internet at his or her home and other locations.

**Replacement of Digital Tablet Devices for Councillors**

The tablet device is provided for the Councillor's continuous term of office and will only be replaced –

a. when a change in City business systems or technology warrants; or

b. when the functionality of the device and applications impairs effective communication; or

c. through accidental loss or breakage.

Notwithstanding the above, a digital tablet device for a Councillor will depreciated at a rate of 25% pa.

A Councillor must ensure that any personal information or software applications on the digital tablet device is removed or backed up prior to replacement.

**Support of digital tablet devices allocated to Councillors**

A Councillor provided with a City owned digital tablet device is responsible for keeping the device in good working order.

Any loss of, or damage to the device must be reported immediately to the Governance and Councillor Support Team, which will assess whether repairs need to be undertaken and/or a replacement device arranged.

A standard suite of operational software applications will be installed on Councillor digital tablet devices. Other applications may be installed by a Councillor at his or her own cost.

The City will provide training to a Councillor to develop their competencies in the use of the allocated digital tablet device.

**Purchase of decommissioned digital tablet devices**

A Councillor vacating office after serving at least one 4 year term of office may either assume ownership of the device or hand the device back to the City.

A Councillor vacating office prior to the completion of a 4 year term will hand the device back to the City, or may purchase the digital tablet device at a residual value based on the depreciation rate calculated to the month prior to the Councillor’s departure.

**Definitions**

Nil

**Legislation**

Local Government Act 1995 – Section 5.41: Functions of CEO

**Other Relevant Policies/ Key Documents**

Not Applicable

**Responsible Division**

General Management Services

**Review Date**

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 consider the nominations received for the Community Citizen of the Year Awards 2017, select winners and submit recommendations to Council for approval.

Recommendations to Council

Advisory Committee Recommendation 1 of 1:
Nominations received for Community Citizen of the Year Awards 2017

That Council:

1. **ACCEPTS** the recommendation by the Australia Day Awards Selection Panel on the recipients for Citizen of the Year.

2. **WITHHOLDS** the release of the name of the successful award recipients until they are formally presented at the 2017 Australia Day ceremony.

Officer Recommendation if Different to Advisory Committee Recommendation

Not Applicable

The Officer’s Reason for Varying the Advisory Committee Recommendation

Not Applicable
Background

2017 is the 40th Anniversary of Citizen of the Year awards. To celebrate, Australia Day WA introduced major program improvements to the Citizen of the Year awards to be implemented by local governments. Previously known as the Premier’s Australia Day Active Citizenship Awards these awards have been rebranded by Australia Day WA as the **Community Citizen of the Year Awards** with an addition of a new category, Citizen of the Year for Seniors.

A new website has been created [http://www.citizenshipawards.com.au/](http://www.citizenshipawards.com.au/) and an on-line nomination process developed to help capture the stories of outstanding local citizens within our community.

A marketing campaign was launched mid-September 2016 promoting the awards on Channel 9, 6PR and in Community Newspapers encouraging nominations from the general public of our local community champions.

Nominations for the Community Citizen of the Year Awards 2017 were called for in September to October 2016.

Advertisements were placed on the Council website, Facebook and emails were also sent to the local schools, community organisations and sporting clubs inviting nominations in the following categories:-

- Citizen of the Year
- Citizen of the Year – Youth (under 25 years of age)
- Citizen of the Year – Senior (over 65 years of age)
- Active Citizenship (Group or Event)

This year the City did not advertise in the local paper and instead chose to have paid advertising on Facebook. This paid advertising ran for one month and was cheaper than one advertisement in a local newspaper. The advertisement on Facebook was viewed 13,866 times.

The Mayor also noted the Awards and made available nomination forms at a number of receptions hosted by the City.

Implications to Consider

a. **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.

b. **Policy**

   In accordance with Council Policy – “Australia Day Functions and Awards”.

c. **Financial**

   Not Applicable

d. **Legal and Statutory**

   Section 5.23(2)(b) of the Local Government Act 1995 notes that a meeting may be closed to members of the public if the matter deals with the personal affairs of any person.

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 Smith, seconded Cr Stewart:**

That Council:

1. **ACCEPTS** the recommendation by the Australia Day Awards Selection Panel on the recipients for Citizen of the Year.
2. **WITHHOLDS** the release of the name of the successful award recipients until they are formally presented at the 2017 Australia Day ceremony.

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 advise Council on submissions received during public submission period for the eight year local law review.

Background

Section 3.16 of the Local Government Act 1995 – Periodic Review of Local Laws, requires that within 8 years from the review or commence of a Local Law a review is to be carried out. The local government is to determine if a Local Law needs to be amended or repealed. The public submission period is for a minimum of six weeks.

Details

Local Laws need to be periodically reviewed to ensure that they are still relevant, up to date and in line with current standards and contemporary practices. There have been significant changes to legislation which have affected Local Laws. Since 2007 the following acts have been adopted; Building Act 2011, Food Act 2008 and Cat Act 2011.

Implications to Consider

a. Consultation with the Community

Advertised on the City’s Website on the Share Your Thoughts page from 21 September to 2 December 2016. A public notice was placed in the 21 September 2016 Sound Telegraph on
and Weekend Courier 23 September 2016. It was published in the West Australian on 19 October 2016. Submissions closed 2 December 2016 and none were received.

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**
Not Applicable

e. **Financial**
Reviews and amendment to the Local Laws will be completed within Governance and Councillor Support Team Budget (210018.1451).

f. **Legal and Statutory**
Section 3.16 of the Local Government Act 1995 – Periodic Review of Local Laws, requires that within 8 years from the review or commence of a Local Law a review is to be carried out. The local government is to determine if a Local Law needs to be amended or repealed. The public submission period is for a minimum of six weeks.

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 City of Rockingham currently has 14 Local Laws:
- Activities in Thoroughfares and Public Places and Trading Local Law 2001
- Bush Fire Control and Bush Fire Brigades Local Law 2001
- Cemeteries Local Law 2000
- Dogs Local Law 2000
- Extractive Industries Local Law 2000
- Fencing Local Law 2000
- Health Local Law 1996
- Local Government Property Local Law 2001
- Parking and Parking Facilities Local Law 2004
- Pest Plants Local Law 2000
- Sand Drift Prevention and Abatement Local Law 2000
- Signs, Hoardings and Bill-Posting Local Law 1960
During the public submission period, an internal review of the Local Laws was conducted.

<table>
<thead>
<tr>
<th>Local Law</th>
<th>Repeal, Review, Amend, Adopt, No Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Activities in Thoroughfares and Public Places and Trading Local Law 2001</td>
<td>There are a number of areas that need to be reviewed and amended:</td>
</tr>
<tr>
<td></td>
<td>- Addition of film permits</td>
</tr>
<tr>
<td></td>
<td>- Legislation changes</td>
</tr>
<tr>
<td></td>
<td>- Public risk insurance to public liability insurance</td>
</tr>
<tr>
<td></td>
<td>- Increase in penalties for traders and stall holders</td>
</tr>
<tr>
<td></td>
<td>- Addition of a clause on advertising devices</td>
</tr>
<tr>
<td></td>
<td>- Increase penalty for animal on a thoroughfare</td>
</tr>
<tr>
<td></td>
<td>- Changes to bulk rubbish containers</td>
</tr>
<tr>
<td></td>
<td>- Review permissible verge treatments</td>
</tr>
<tr>
<td></td>
<td>- Manage containers on verges during construction periods</td>
</tr>
<tr>
<td></td>
<td>- Charity bin management</td>
</tr>
<tr>
<td></td>
<td>- Drones to be considered</td>
</tr>
<tr>
<td></td>
<td>- Charity fundraising</td>
</tr>
<tr>
<td></td>
<td>- Advertising (displaying literature for religious, charitable, benevolent, educational information or other like nature)</td>
</tr>
<tr>
<td></td>
<td>- Advocacy activities (membership drives and gathering signatures for petitions)</td>
</tr>
<tr>
<td></td>
<td>- This Local Law may be amalgamated with the Local Government Property Local Law 2001 as there are areas that overlap</td>
</tr>
<tr>
<td>Bush Fire Control and Bush Fire Brigades Local Law 2001</td>
<td>There are several areas that need to be reviewed and amended:</td>
</tr>
<tr>
<td></td>
<td>- Planning for bushfire protection requirements</td>
</tr>
<tr>
<td></td>
<td>- Changes that may come from new emergency services legislation currently before parliament</td>
</tr>
<tr>
<td></td>
<td>- Transfer of Baldivis Volunteer Bushfire Brigade to Department of Fire and Emergency Services</td>
</tr>
<tr>
<td>Cemeteries Local Law 2000</td>
<td>No change – Cemeteries Local Law is sufficient in its current form and does not need to be reviewed at this time.</td>
</tr>
<tr>
<td>Dogs Amendment Local Law 2000</td>
<td>There are a few areas that need to be reviewed and amended:</td>
</tr>
<tr>
<td></td>
<td>Increase penalties in sections 5.1(3), 4.9 and 6.1 consistent with the Dog Act 1976</td>
</tr>
<tr>
<td>Extractive Industries Local Law 2000</td>
<td>Repeal Local Law – There is significant duplication of applications, fees, information and conditions between Extractive Industry Planning Approvals and Extractive Industry Licences granted by the City. This will simplify the approval process by reducing unnecessary ‘red tape’ for applicants through the Council repealing the Extractive Industries Local Law 200. The City’s Engineering Services requirements on Extractive Industries can be addressed through conditional Planning Approvals.</td>
</tr>
<tr>
<td>Fencing Local Law 2000</td>
<td>There are a number of areas that need to be reviewed and amended:</td>
</tr>
<tr>
<td></td>
<td>- Update to allow for modern materials, finishes and techniques</td>
</tr>
<tr>
<td></td>
<td>- Remove current specifications for installation, rely on manufacturers specifications</td>
</tr>
<tr>
<td></td>
<td>- Review dangerous fencing information</td>
</tr>
<tr>
<td></td>
<td>- Review definitions</td>
</tr>
<tr>
<td></td>
<td>- Review penalties</td>
</tr>
<tr>
<td>Local Law</td>
<td>Repeal, Review, Amend, Adopt, No Changes</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Health Local Law 1996</td>
<td>New legislation from Department of Health (Public Health Act 2016), awaiting instructions from it on the future of the scope of the Health Local Law.</td>
</tr>
<tr>
<td>Local Government Property Local Law 2001</td>
<td>There are a number of areas that need to be reviewed and amended:</td>
</tr>
<tr>
<td></td>
<td>- Review public swimming pool areas and recreation facilities section</td>
</tr>
<tr>
<td></td>
<td>- Change public risk insurance to public liability insurance</td>
</tr>
<tr>
<td></td>
<td>- Charity fundraising</td>
</tr>
<tr>
<td></td>
<td>- Advertising (displaying literature for religious, charitable, benevolent, educational information or other like nature)</td>
</tr>
<tr>
<td></td>
<td>- Advocacy activities (membership drives and gathering signatures for petitions)</td>
</tr>
<tr>
<td></td>
<td>- Review part 7 Jetties to enable the City to charge for the use of Mersey Point Jetty.</td>
</tr>
<tr>
<td></td>
<td>- This Local Law may be amalgamated with the Activities in Thoroughfares and Public Places and Trading Local Law 2001 as there are areas that overlap</td>
</tr>
<tr>
<td>Parking and Parking Facilities Local Law 2004</td>
<td>There are several areas that needs to be reviewed and amended:</td>
</tr>
<tr>
<td></td>
<td>- All references to ACROD to be amended</td>
</tr>
<tr>
<td></td>
<td>- Penalties to be increased as amounts have not been altered in over 10 years</td>
</tr>
<tr>
<td></td>
<td>- Amend taxi to ride sharing services</td>
</tr>
<tr>
<td></td>
<td>- Parking stations</td>
</tr>
<tr>
<td>Pest Plants Local Law 2000</td>
<td>This Local Law will need to be reviewed to remove, amend and add new pest plants.</td>
</tr>
<tr>
<td>Sand Drift Prevention and Abatement Local Law 2000</td>
<td>There are areas that needs to be reviewed and amended with only minor changes needed</td>
</tr>
<tr>
<td>Signs, Hoardings and Bill Posting By-law 1960</td>
<td>Repeal Local Law. The provisions are to be included in the Town Planning Scheme No. 2 and Planning Policies and this removes the need for a Local Law. The Department of Local Government has not favoured making of Signs Local Law for some years.</td>
</tr>
<tr>
<td>Standing Orders Local Law 2001</td>
<td>Repeal and adopt new Local Law. The current Local Law will be repealed and a new Meeting Procedures Local Law be adopted along with accompanying internal guidelines.</td>
</tr>
<tr>
<td>Street Verandahs Local Law 2000</td>
<td>Repeal Local Law. No licences issued under this Local Law for verandah’s in the current financial year. Most aspects of the Local Law are covered in other policies and permit processes.</td>
</tr>
</tbody>
</table>

The City received no public submissions.

**Voting Requirements**

Simple Majority
Officer Recommendation

That Council –

1. ACKNOWLEDGES the outcomes of the review of the City’s Local Laws.
2. DIRECTS the Chief Executive Officer to examine each of the current Local Laws over the next 18 months (to June 2018) and any proposed amendments to be presented to Council via the Governance Review Committee.

Committee Recommendation

Moved Cr Stewart, seconded Cr McManus:

That Council –

1. ACKNOWLEDGES the outcomes of the review of the City’s Local Laws.
2. DIRECTS the Chief Executive Officer to examine each of the current Local Laws over the next 18 months (to June 2018) and any proposed amendments to be presented to Council via the Governance Review 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
Community Development

Library and Information Services

Reference No & Subject: CD-039/16 Library and Information Services Strategy 2017 - 2021
File No: CSV/3323
Proponent/s: Ms Alison Oliver, Manager Library Services
Author: Other Contributors:
Date of Committee Meeting: 13 December 2016
Previously before Council: 25 October 2016
Disclosure of Interest:
Nature of Council’s Role in this Matter: Executive

Site: Lot Area:
Attachments: Library and Information Services Strategy 2017 - 2021
Maps/Diagrams:

Purpose of Report
To seek Council adoption of the Library and Information Services Strategy 2017 - 2021

Background
Building a strong community is one of the identified aspirations in the City of Rockingham’s Strategic Community Plan. Libraries play a role in building strong communities. They don’t just provide community spaces, they create and foster a sense of community by allowing people to come together at the library and online; to join a book club; bring their children to a storytelling session or craft activity; or participate in a monthly computer class.

The actions identified in the previously adopted Library and Information Services Strategy 2012 – 2014 have been completed and a new strategy is required to ensure the City’s libraries continue to provide appropriate services and facilities for the community.

Planning for the new draft strategy commenced in 2014 following initial consultation with library staff, and research completed by Manager Library Services, with four key elements being identified. Further input was obtained through engagement with Councillors and public consultation which has led to further refinement of the key elements and the development of specific implementation actions to guide the strategic development of the Library Service for the next five years.
Details

The draft Library and Information Services Strategy 2017 – 2021 was endorsed by Council on 25 October 2016 for a period of public comment. The draft strategy was widely advertised, however, only one comment was received. As the suggestions provided were more operational in nature they will be considered during the implementation phase of the strategy and therefore no changes were required to be made to the key elements being:

- Key Element 1 Resources - creating policies and entering into contracts with suppliers to provide the best possible collections, tailored to our local communities in the most efficient way possible
- Key Element 2 New and Emerging Technology - showcasing and educating the community on a range of new technologies and being leaders in the uptake of new technology in the libraries
- Key Element 3 Services - Creating new, and enhancing current services offered in the library service. Developing and presenting various workshops and programs relating to digital literacy and incorporating STEAM (Science, Technology, Engineering, Arts and Maths) programming into the libraries
- Key element 4 Infrastructure - planning for future new library buildings and redeveloping and refurbishing existing buildings to meet the changing needs of the community

Implications to Consider

a. Consultation with the Community

Following Council endorsement on 25 October 2016 the draft Library and Information Services Strategy 2017 – 2021 was made available for public comment for a period of 28 days from 26 October 2016 to 22 November 2016. The following actions were taken to engage the community and other stakeholders during the public comment period:

- Information about the public comment period with instructions, links and an invitation to make a comment was promoted through the ‘Share Your Thoughts’ page on the City’s website from 26 October 2016 – 22 November 2016.
- A notice was published in the Public Notices section of the Sound Telegraph and in the Weekend Courier inviting community members to make a comment
- Hard copies of the document with instructions on making a comment were available in the City’s Libraries and the main Administration Building from 26 October 2016 – 22 November 2016.
- The draft document was sent to the Principal, Warnbro Community High School inviting comment as they relate to the Warnbro joint use library

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:** A Strong Community

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

d. Policy
The Strategic Development Framework Policy outlines the process for development and Council adoption of Community Plan Strategies.

e. **Financial**

The costs associated with the implementation of actions outlined in the Library and Information Services Strategy 2017 – 2021 will be incorporated into 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 adoption of the Library and Information Services Strategy 2017 – 2021 is an important step in the continued development of the City’s Library Services. The Strategy provides a sound strategic framework for the libraries to follow to become more flexible, creative, innovative and inclusive community facilities which promote the concept of Rockingham as a Learning Community.

**Voting Requirements**

Simple Majority

**Officer Recommendation**


**Committee Recommendation**

Moved Cr Stewart, seconded Cr McManus:


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

For Council to adopt the fees and charges for the Wagtail Room at the Mary Davies Library and Community Centre.

## Background

Due to increased demand a new meeting room is under construction at the Mary Davies Library and Community Centre. Due for completion in February 2017 there is a requirement to set fees and charges appropriate for the size and amenity of this meeting room.

## Details

Since opening in July 2014 demand for small meeting rooms at the Mary Davies Library and Community Centre has increased and there is often limited availability in the Centre. A small, underused breakout space was identified as a potential area to develop a new meeting room and the construction was approved in the 2016/2017 Team Plan. Construction of the meeting room will commence in January 2017 and is expected to be completed early February 2017.

The meeting room, to be named the Wagtail Room due to its small size and continuation of the naming theme in the Centre, will cater for up to 6 people and will contain tables and chairs only. There will be no access to technology in this space.
The suggested fees and charges are as follows. Due to the size and amenity of the room no bond will be charged which will allow for more flexible booking arrangements and easy short term use:

<table>
<thead>
<tr>
<th>Description</th>
<th>GST Status</th>
<th>Proposed Fee Per Hour (excl. GST) $</th>
<th>GST Amount $</th>
<th>Total Fee (incl. GST) $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wagtail Room (capacity 6)</td>
<td>Taxable</td>
<td>9.09</td>
<td>0.91</td>
<td>10.00</td>
</tr>
<tr>
<td>Non Commercial (peak, regular)</td>
<td>Taxable</td>
<td>7.27</td>
<td>0.73</td>
<td>8.00</td>
</tr>
<tr>
<td>Non Commercial (off-peak, regular)</td>
<td>Taxable</td>
<td>10.90</td>
<td>1.10</td>
<td>12.00</td>
</tr>
<tr>
<td>Non Commercial (peak, casual)</td>
<td>Taxable</td>
<td>9.09</td>
<td>0.91</td>
<td>10.00</td>
</tr>
<tr>
<td>Non Commercial (off-peak, casual)</td>
<td>Taxable</td>
<td>12.72</td>
<td>1.28</td>
<td>14.00</td>
</tr>
<tr>
<td>Commercial (peak, regular)</td>
<td>Taxable</td>
<td>10.90</td>
<td>1.10</td>
<td>12.00</td>
</tr>
<tr>
<td>Commercial (off-peak, regular)</td>
<td>Taxable</td>
<td>14.54</td>
<td>1.46</td>
<td>16.00</td>
</tr>
<tr>
<td>Commercial (peak, casual)</td>
<td>Taxable</td>
<td>12.72</td>
<td>1.28</td>
<td>14.00</td>
</tr>
<tr>
<td>Commercial (off-peak, casual)</td>
<td>Taxable</td>
<td>12.72</td>
<td>1.28</td>
<td>14.00</td>
</tr>
</tbody>
</table>

Implications to Consider

a. Consultation with the Community
The City will provide public notice to the community in relation to the intention to impose the fees and charges, and the date that these will become effective as per the requirements of the Local Government Act 1995

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

d. Policy
Nil

e. Financial
Once adopted, income estimates relating to the collection of these fees and charges will be included in the March 2017 budget review for the library and community centre.

f. Legal and Statutory
Section 6.16 of the Local Government Act 1995 relates to the imposition of fees and charges.

1. A local government may impose (by absolute majority) and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.
2. A fee or charge may be imposed for the following –
   (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;

3. Fees and charges are to be imposed when adopting the annual budget but may be –
   (a) imposed (by absolute majority) during a financial year; and

Section 6.17 relates to setting the level of fees and charges.

1. In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors –
   (a) the cost to the local government of providing the service or goods; and
   (b) the importance of the service or goods to the community; and
   (c) the price at which the service or goods could be provided by an alternative provider.

Section 6.19 Local Government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of –
   (a) its intention to do so; and
   (b) the date from which it is proposed the fees or charges will be imposed

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

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Comments

The fees and charges have been set according to the cost to the City, the size and amenity of the new meeting room and will be reviewed on an annual basis. A review has taken place of fees and charges for other rooms available for hire in the area.

As the City is required to provide the fees and charges in a public notice this will form the basis for the community awareness of the fees and charges and the date these will be implemented. As per the Local Government Act 1995 the City will inform the community of its intention to impose a fee and charge for the Wagtail Room by way of public notice. The public notice will include the date which it will become effective from and be displayed in the City’s libraries, Administration Building and advertised in both the Weekend Courier and Sound Telegraph newspapers.
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Voting Requirements

Absolute Majority

Officer Recommendation

That Council ADOPTS the proposed fees and charges for the Wagtail Room at Mary Davies Library and Community Centre effective 1 February 2017.
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<table>
<thead>
<tr>
<th>Description</th>
<th>GST Status</th>
<th>Proposed Fee Per Hour (excl. GST) $</th>
<th>GST Amount $</th>
<th>Total Fee (incl. GST) $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wagtail Room (capacity 6)</td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Non Commercial (peak, regular)</td>
<td>Taxable</td>
<td>9.09</td>
<td>0.91</td>
<td>10.00</td>
</tr>
<tr>
<td>Non Commercial (off-peak, regular)</td>
<td>Taxable</td>
<td>7.27</td>
<td>0.73</td>
<td>8.00</td>
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<td>1.28</td>
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Committee Recommendation

Moved Cr McManus, seconded Cr Stewart:

That Council **ADopts** the proposed fees and charges for the Wagtail Room at Mary Davies Library and Community Centre effective 1 February 2017.

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</table>

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
**Community Development**

**Community Infrastructure Planning**

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CD-041/16 Baldivis Enclosed Dog Park site selection – Outcomes of public comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CSV/3334</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Ms Claire O’Neill, Community Infrastructure Project Officer</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Gary Rogers, Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Mr Matthew Emmott, Community Infrastructure Planning Officer</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>13 December 2016</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td>26 October 2016 (CD-033/16)</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive</td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive</td>
</tr>
<tr>
<td>Site:</td>
<td>Barri Barri Park, Lot 9023 Baldivis Road, Baldivis</td>
</tr>
<tr>
<td>Lot Area:</td>
<td>30,539m²</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Map of Barri Barri Park, Baldivis, with indicative location of the Enclosed Dog Park (highlighted in yellow)</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td>Map of Barri Barri Park, Baldivis, with indicative location of the Enclosed Dog Park (highlighted in yellow)</td>
</tr>
</tbody>
</table>

**Purpose of Report**

To seek Council approval of Barri Barri Park as the site of the future Baldivis Enclosed Dog Park.

**Background**

The Enclosed Off-Leash Dog Exercise Area Needs and Feasibility Study (July 2015) noted that there is an evident need and associated benefits for a number of enclosed dog parks to be provided within the City of Rockingham.

Such benefits include:

- Promoting acceptable dog behaviour by encouraging socialisation;
- Promoting interaction between dog owners from all walks of life; and
- Providing a safe, accessible place for the elderly and people with disability to exercise their dogs.

As a result, the City's first enclosed off leash area was developed on Bayview Reserve, and the Rockingham Enclosed Dog Park was opened in November 2016.

In addition to the needs and feasibility study supporting the development of the Rockingham Enclosed Dog Park, the study also contained the following recommendation;
"That the City’s future planning investigate the provision of an enclosed off leash dog exercise area in Baldivis, and the Central and the Southern suburbs, and it be delivered as early as practicable."

Following on from this recommendation, City officers implemented the site selection process for the second Enclosed Dog Park (EDP) which is proposed to be located in Baldivis due to the large registered dog population. Approximately 3,830 of the City’s 17,830 registered dogs reside in Baldivis (figures estimated as at 11 November 2016).

From an initial desktop analysis of 116 reserves in the Baldivis area, Officers from the Community Infrastructure Planning team applied site selection criteria to condense this list to 19 reserves.

A project team consisting of City officers from Community Infrastructure Planning, Parks Services and Ranger Services completed further analysis on these 19 reserves to identify Barri Barri Park as the preferred location for the EDP. Characteristics of Barri Bari Park which resulted in its selection as preferred site included:

- It is a central, easily accessible location;
- It has good passive surveillance from Baldivis Road and Acrasia Road;
- There are multiple access options, including walking or private vehicle;
- The inclusion of roadside parking is feasible along Acrasia Road;
- It is located close to other activity synergies such as sporting equipment, playground, and an extensive path network; and
- The site can accommodate a variety of design options.

Council endorsed Barri Barri Park as the preferred location for the Baldivis Enclosed Dog Park for the purpose of public comment on 26 October 2016.
Officers from the Community Infrastructure Planning team implemented the public comment process from Wednesday 26 October 2016 to Friday 11 November 2016, and the outcomes of the consultation are the subject of this report.

Details

In order to determine the level of support within the community for Barri Barri Park as the site of the future Baldivis Enclosed Dog Park, the City advertised the location for public comment from Wednesday 26 October 2016 to Friday 11 November 2016.

The following methods of promotion were used:

- Property owners within a 200m radius of Barri Barri Park, a total of 354 residences, were invited by post to provide comment. A letter, project information sheet and public comment form were provided;
- Project details and a public comment form were published on the “Share Your Thoughts” page of the City’s website for the duration of the public comment period;
- A public comment notice was advertised in the Weekend Courier on Friday 28 October 2016;
- A post was published on the City’s Facebook page advertising the location, providing a link to the information published on the “Share Your Thoughts” page; and
- A public comment notice was advertised in the Sound Telegraph on Wednesday 2 November 2016.

Through these combined avenues, the City received a total of 84 responses to the site proposal. 66 of these responses were supportive of the location, 14 were opposed, and 4 were neutral.

In addition, the Facebook post reached 3,975 viewers, was shared 14 times and "liked" 31 times. The post received 17 comments, many of which were people identifying the project to friends without providing further comment on the proposal.

A sample of the comments received through the public comment process is shown below.

<table>
<thead>
<tr>
<th>Comments in support of the location</th>
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</thead>
<tbody>
<tr>
<td>1</td>
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<tr>
<td>2</td>
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<tr>
<td>3</td>
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<tr>
<td>4</td>
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<tr>
<td>5</td>
</tr>
</tbody>
</table>
### Comments in support of the location

<table>
<thead>
<tr>
<th>Comment</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baldivis and seems to be a decent space away from housing to at least minimise potential noise complaints</td>
<td></td>
</tr>
<tr>
<td>Looking forward to having a dedicated area especially for dogs to socialise with each other. I think the location is good and I’m pleased Baldivis is going to be the next location for a specialised dog park. Well done.</td>
<td></td>
</tr>
<tr>
<td>I believe the site chosen for the Baldivis Enclosed Dog Park is a good choice. The park isn’t in the town centre yet it’s not miles out of everyone’s way. I look forward to hearing more news on the development.</td>
<td></td>
</tr>
<tr>
<td>I believe Barri Barri Park is a good location for the EDP. It’s something most residents of the community want and I fully support it!</td>
<td></td>
</tr>
<tr>
<td>I think that the proposed location for the enclosed dog park in Baldivis is a brilliant choice. It is an easy location to reach and this area is a very popular choice for people to walk their dogs already. I would definitely use this park. Unfortunately there are way too many irresponsible dog owners that let their dogs off leash around that area so this hopefully will solve that problem. Baldivis is crying out for an enclosed dog park. Thanks</td>
<td></td>
</tr>
<tr>
<td>An enclosed dog park in the area would be fantastic. We would travel from secret harbour to use the facility. We have been to enclosed parks in the northern suburbs and some have great concepts that, should be copied. Such as sand areas, obstacle courses, shaded areas, it obviously must have a double gate system to prevent escapees. Signs about responsible ownership. The city should also consider an enclosed park in Secret Harbour.</td>
<td></td>
</tr>
</tbody>
</table>

### Comments opposing the location

<table>
<thead>
<tr>
<th>Comment</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>I am aware that the majority of dog owners want an off lead dog park but I am not in support of the location. I know it has to be built somewhere but 150m from my house where I will have to listen to barking dogs and potentially walk past a facility stinking of dog poo. Even if people use doggie bags it still ends in a bin nearby and stinks! I really feel for the people living directly opposite who built expecting a peaceful outlook over parks and duck ponds. My suggestion would be to stop looking at established parks in established residential areas and either build in a new estate where people who buy land know it will be there or dedicate a parcel of land from the bush near the shopping centre on Nairn. Well away with ample parking (also a concern in the proposed location). Either way I am not happy with it being across from my house.</td>
<td>Bins will be provided and emptied on a regular basis to address the waste and hygiene concerns. The established nature of the location provides significant advantages such as established path networks and service connections, and existing active synergies such as tennis courts. These factors contribute to the accessibility and passive surveillance of the location, as well as minimising cost to provide amenities which are already in place. Development of embayed parking along Acrasia Road is proposed to form part of the project to address parking concerns.</td>
</tr>
<tr>
<td>I am totally against this project as this park is currently used by many, many children of all ages who live within walking distance, including my own. It is used by many people for</td>
<td>Bins will be provided and emptied on a regular basis to address the waste and</td>
</tr>
<tr>
<td>Comments opposing the location</td>
<td>Response</td>
</tr>
<tr>
<td>--------------------------------</td>
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<tr>
<td>running due to the slope within it and this will be taken from those individuals. Turning it into a dog park will increase the noise in the surrounding areas for residents and during the height of summer the smell of uncleared dog faeces will no doubt be unbearable. There is enough dog faeces on the pavements as it is without giving people a free run to allow their dogs to run free and not bother to clear up after them. Responsible dog owners will not use this facility, fact. It will be used by those that should not have a dog in the first place and have common consideration to those that live nearby!! If people wish to own and subsequently need to walk their dogs then they need to be responsible and take their animal away from the residential area so that those residents that like peace and quiet can still have this. I believe that this is a terrible idea and yet another waste of money by this council.</td>
<td>hygiene concerns. Signage will be placed to ensure that there are clear conditions of use to promote responsible dog ownership. The future management order of the reserve will be for the purpose of public recreation. Infrastructure such as an enclosed dog park is consistent with the purpose of the reserve.</td>
</tr>
<tr>
<td>I'll start off by saying that I realise that you can't please everyone. I like dogs and realise that an open/off-leash park is something that people may want but I am not very keen to see it at the end of my street! I can't stand hearing barking dogs and if a dog park went ahead I fear this is exactly what I will hear all day. If not from dogs in the park it would be dogs in all the yards reacting. Barri Barri Park is a wonderful park which is enjoyed by many families with small children also. Having all the dogs wouldn't be the best in a family park. Acrasia Road is very narrow (and already needs lines) so increasing traffic is a problem let alone parking. Not sure where this abundance of parking will come from unless you're planning on building on the existing parkland. And then there are the poor residents on Acrasia Road and White Hart Lane who bought there for park views and quiet who now have to overlook a noisy and potentially unkempt/smelly dog park. Why can't some land in the reserve near the shops off Nairn Drive be used? Or somewhere that isn't already an established residential area?</td>
<td>Bins will be provided and emptied on a regular basis to address the waste and hygiene concerns. The established nature of the location provides significant advantages such as established path networks and service connections, and existing active synergies such as tennis courts. These factors contribute to the accessibility and passive surveillance of the location, as well as minimising cost to provide amenities which are already in place. Development of embayed parking along Acrasia Road is proposed to form part of the project to address parking concerns. The future management order of the reserve will be for the purpose of public recreation. Infrastructure such as an enclosed dog park is consistent with the purpose of the reserve.</td>
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<tr>
<td>We strongly oppose the enclosed dog park being located at Barri Barri Park, and are happy to provide hundreds of signatures against the park. The research undertaken is inadequate, and the only reason this was chosen over other possible sites is your ability to move ahead quickly. The following items haven't been researched effectively in our opinion. 1. There is no opportunity for additional parking 2. There are other areas in Baldivis to construct the park without</td>
<td>The site was the subject of extensive assessment before being selected based on numerous criteria. All 116 reserves in Baldivis were assessed for this project, and 19 of those sites were the subject of a further</td>
</tr>
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<td>Comments opposing the location</td>
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<tr>
<td>lowering real estate value. &quot;Tamworth Wetlands&quot; and other open spaces along Nairn and between Eighty Road. 3. Ruins my stunning view which I paid a premium price for - there is simply no need for this park also, there are enough beach sites hardly used.</td>
<td>detailed assessment. Tamworth Wetlands is subject to environmental constraints which render it unsuitable for this purpose. Development of embayed parking along Acrasia Road is proposed to form part of the project to address parking concerns. Residents of Baldivis do not have ready access to the beach areas allocated for off-leash dog exercise. The future management order of the reserve will be for the purpose of public recreation. Infrastructure such as an enclosed dog park is consistent with the purpose of the reserve.</td>
</tr>
<tr>
<td>15 It is a good idea to have a dog park but I think you will destroy the park because it is established and looks lovely the way it is.</td>
<td>Part of the criteria for site selection included the capacity for the location to accommodate various design options. Through community consultation on the concept design, the City will aim to achieve a space that is both functional and aesthetically pleasing, with a view to retaining as much of the existing aesthetic as possible.</td>
</tr>
<tr>
<td>16 I feel that the dog park will not be used. As a dog owner of 2 dogs, I would think that most people would enjoy 'walking' with their dogs, NOT standing watching them having a 'play day.' I feel that the $215,000 could be more wisely used elsewhere on a project that ALL the community can utilise. I definitely believe that more 'ranger visits' are needed to our park as it is NOT a lead free zone, yet the individuals that walk around the park, tennis courts, ponds etc DO NOT leash their dogs. Please don't waste our taxpayer dollars.</td>
<td>Throughout community consultation there has been significant support to suggest that dog owners will utilise an enclosed dog park area. Additionally, the enclosed area will be designed to be a safe, accessible area available to those for whom it would be uncomfortable or impossible to walk their dogs for an extended distance or time period. Enclosed dog parks also provide other benefits such as socialisation for both dogs and the community. If the site is supported, the</td>
</tr>
<tr>
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<tr>
<td>Absolutely disagree with the location of the proposed dog park. You have suggested an area of natural beauty visible from residential properties and passing traffic. It's a beautiful area full of flora and fauna and you propose to ruin this by allowing dogs to use it as a public toilet. It will become disgusting and smelly and is not indicative to community development. Not everyone has a dog or indeed is a dog lover, some people have children who use this area frequently. Do not take away from people's enjoyment for the sake of a dog's satisfaction</td>
<td>Bins will be provided and emptied on a regular basis to address the waste and hygiene concerns. Enclosed dog parks also provide other benefits such as socialisation for both dogs and the community. There has also been a suggestion of community groups revolving around their dogs being able to utilise this space. The reserve is not identified as being within the boundaries of any environmental conservation or threatened ecological community zones.</td>
</tr>
<tr>
<td>No, I am not for a dog park being where planned. Dogs are walked through the park on leads where they are still being exercised plus also the walker appears fine with that. There are dog beaches where dogs can roam free and also they are away from suburbs where there are lots of young kids around where the potential of being bitten is possible. Also if I wanted to live next to dogs possibly barking and yelping I would have lived next to the pound on Hurrell Way. Would you like it close to your house??</td>
<td>Enclosed dog parks also provide benefits other than exercise, such as socialisation for both dogs and community members. Evidence cited in the Enclosed Off Leash Dog Exercise Area Needs and Feasibility Study (July 2015) suggests that this socialisation can decrease the likelihood of dogs becoming aggressive. Residents of Baldivis do not have ready access to the beach areas allocated for off-leash dog exercise.</td>
</tr>
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The comments received which opposed the location contained some recurring themes, indicating concerns regarding parking, hygiene and noise, impact on the aesthetic appeal of the reserve, and conflict with other uses of the reserve. Concerns raised regarding the aesthetic of the reserve were predominantly from residents living directly adjacent to the park.

Comments in support of the location also showed evidence of recurring themes; indicating the benefits of the central location, evidence that the facility will be well-utilised in this location, and the benefits of providing a safe enclosed area for people and dogs to socialise.
Implications to Consider

a. Consultation with the Community

The City advertised the site selection for public comment between Wednesday 26 October and Friday 11 November 2016, by the following means:

- Mail out to owners of properties within 200m of Barri Barri Park;
- Project information published on the ‘Share Your Thoughts” page of the City’s website for the duration of the public comment period;
- Public comment notices advertised in local newspapers;
  - Weekend Courier on Friday 28 October 2016
  - Sound Telegraph on Wednesday 2 November 2016
- A link to the information on the “Share Your Thoughts” page was published on the City’s Facebook page on 28 October 2016.

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:** 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:** Quality Leadership
  - **Strategic Objective:** Infrastructure: Civic Buildings, sporting facilities, public places and transport infrastructure planned, designed, constructed and maintained using best practice principles and life cycle cost analysis, and implemented in line with informed population growth analysis

d. Policy

Nil

e. Financial

The funds required for the development of the Baldivis EDP are included in the Major Projects portion of the City Business Plan.

The funds required for provision of car parking along Acrasia Road are included within the cost identified in the Business Plan for the Baldivis Enclosed Dog Park.

f. Legal and Statutory

The Crown Land Title: Lot 2011 on Deposited Plan 402536, has been created for the reserve. The management order vesting the reserve with the City for the purpose of Public Recreation is in progress, and the Department of Lands will proceed with the surrender and replacement of the APA Group and ALCOA easements in due course.
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

Based on the information in the Enclosed Off-Leash Dog Exercise Area Needs and Feasibility Study (July 2015), the provision of an Enclosed Dog Park in Baldivis will provide numerous benefits to dog owners and the community. Such benefits include better socialised and well-exercised dogs, which are found to be happier, healthier and less aggressive, and a space which creates opportunity for people to socialise with other dog owners.

Additionally, a key outcome of the enclosed dog park is to provide a safe, accessible area available to those who might find it challenging to exercise their dogs by walking extended distances, such as elderly residents and people with disability.

Through the extensive site selection process including assessment of all 116 reserves in Baldivis, and further detailed assessment of 19 of those reserves, Barri Barri Park was selected as the most suitable location due to:

- Its central, easily accessible location;
- Good passive surveillance from Baldivis Road and Acrasia Road;
- Multiple access options to the reserve, including walking and private vehicle;
- Feasibility of including roadside parking along Acrasia Road;
- Its proximity to other active synergies including sporting equipment, a playground, and an extensive path network; and
- The site’s capacity to accommodate a variety of design options.

Following Council’s approval of the site for public comment, the Community Infrastructure Planning team implemented the public comment process described above, and received a total of 84 responses to the site proposal. 66 of these responses were supportive of the location, 14 were opposed, and 4 were neutral.

Parking

Within the responses which were opposed to the location, parking was identified as a concern. Concept designs for the provision of 20 parking bays along Acrasia Road have been prepared and form part of the project scope. The provision of this parking will not impact on the width of the road, which was noted by one respondent as too narrow to accommodate parking.

Reserve aesthetic

Another recurring concern from those respondents not supportive of the location was its impact on the natural reserve aesthetic, and the view from their nearby property. Part of the site selection criteria included the capacity for the site to accommodate a variety of design options. In selecting a site which can accommodate a variety of options, the City is able to consider these concerns during the design process, in the placement and shape of the enclosure, materials used, and the retention of as much of the existing aesthetic as possible. Community feedback will be sought on the concept design to assist in delivering a successful outcome in this respect.

Existing recreational uses

The site’s ability to accommodate a variety of design options can also assist in addressing another recurring theme of the comments opposing the location; that it conflicts with other recreational uses of the park. The design, which will be the subject of further community consultation, will be able to consider the synergies between users of the dog park and other recreational uses of the reserve to reduce potential conflict and retain as much open space as possible.
The reserve size is measured at 30,539m², and as indicated by the yellow box on the map the dog park enclosure is anticipated to accommodate approximately 2000m² of this space, amounting to approximately 6.5% of the reserve. While there are water bodies, playground and tennis courts also on the reserve which utilise approximately 7.6% of the reserve, the majority of the reserve remains as recreational open space.

Additionally, the location of the enclosure on the site is the furthest point to the south of the reserve, resulting in a distance of approximately 280 metres from the playground and 230m² from the tennis courts, which will reduce potential for conflict between these uses.

Hygiene and noise

Some comments of those respondents opposed to the location named hygiene and noise as an issue. Although the reserve has been identified as one which is already frequently occupied by owners with their dogs, it is acknowledged that at times there may be a higher level of noise than previously experienced on the reserve. Issues of dog faeces and smell will be proactively addressed by the prominent placement of bins and waste bags at the enclosure/s, and these bins will be emptied frequently. As responses from nearby residents cited that this particular issue is prevalent in the area in its current state, the provision of bins and signage which would accompany the enclosure may also have the effect of improving the situation in the surrounding area.

Preference for it to be built in an undeveloped area

A number of the overall comments received which were opposed to the location suggested that the location in an established area was a negative, and that it should be constructed in undeveloped areas away from residences. However, sites in undeveloped areas would not have the capacity to meet the site criteria necessary for the successful implementation and maintenance of the facility, such as accessibility, passive surveillance and path networks. Additionally, the requirement for the implementation of extensive path networks and landscaping would significantly increase the cost of the project.

Some of the respondents who submitted comments opposing the location also identified the community desire for such a facility with comments such as “the majority of dog owners want this” or supported the idea but not the location.

The majority of responses received were in favour of the location, showing significant support within the community for the project. While a number of these responses did not contain specific criteria for their support, there were some recurring subjects presented by those which did.

Central location

A number of the comments noted the central location and accessibility of the site. It was widely considered that it was close enough to the central hub of Baldivis to be convenient to a significant number of residents, and that this area is already frequented by many owners walking their dogs.

Community ownership

Further comments noted the importance of community spaces such as the enclosed dog park in areas where property sizes are smaller, and have little or no capacity for a yard of a suitable size for dogs. Others noted the capacity for the space to be an opportunity to meet other dog owners, as well as socialising their dogs. A member of the “Dogs of Baldivis” group, a Facebook based community of dog owners who meet in various places to socialise, submitted a response supporting the location and identifying that it would be utilised by their group. Responses such as this suggest that there would be a sense of ownership and pride within the community of the facility, which has been shown to have an impact on the continued upkeep and maintenance of outdoor facilities.

Design recommendations

Some comments in support of the location also contained suggestions regarding the infrastructure, such as providing agility equipment, enlarging the size of the enclosure, the importance of the double-gated entry system, fence height and access to water. These comments are noted and will be further addressed during the design, and subsequent community consultation.

With a total of 66 supportive responses and 14 opposed, the public comment is considered to be supportive. The comments received from respondents opposing the location are issues which, if the
location is supported, can be considered throughout the design, consultation and maintenance planning processes to assist in resolving these issues to the fullest extent possible.

With regard to the statutory implications to the reserve, an update was received on 28 October 2016 that the reserve now has a Crown Land title which includes APA Group and ALCOA easements, and the Department of Lands will proceed with the surrender and replacement of the easements in due course. In the meantime, Department of Lands will progress with issuing the reserve management order to the City for the purpose of Public Recreation. The provision of an enclosed dog park is consistent with the purpose of the reserve.

If the site is approved, the next step toward completing statutory obligations will be to begin the process to designate the reserve as an off-leash area, which will be undertaken by the Ranger Services team once the management order is received. Concurrently, the Community Infrastructure Planning team and Parks Services team will proceed to the community consultation and design process.

### Voting Requirements

Simple Majority

#### Officer Recommendation

That Council **APPROVES** Barri Barri Park as the location of the future Baldivis Enclosed Dog Park.

#### Committee Recommendation

Moved Cr McManus, seconded Cr Downham

That Council **APPROVES** Barri Barri Park as the location of the future Baldivis Enclosed Dog Park.

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
# Community Development
## Community Capacity Building Services

<table>
<thead>
<tr>
<th>Reference No &amp; Subject: CD-042/16 Draft Seniors Strategy 2017-2021</th>
<th>File No: CSV/2562-02</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proponent/s:</td>
<td>Author: Mr Dean Stoitis – Senior Project Officer</td>
</tr>
<tr>
<td>Author:</td>
<td>Other Contributors:</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Date of Committee Meeting: 15 November 2016</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>Previously before Council:</td>
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<td>Previously before Council:</td>
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<td>Nature of Council’s Role in this Matter:</td>
<td>Site:</td>
</tr>
<tr>
<td>Site:</td>
<td>Lot Area:</td>
</tr>
<tr>
<td>Lot Area:</td>
<td>Attachments: Draft Seniors Strategy 2017-2021</td>
</tr>
</tbody>
</table>

## Purpose of Report

To seek Council endorsement of the draft Seniors Strategy 2017-2021 for the purposes of public comment.

## Background

Seniors are an important part of the Rockingham community. The City with the support of the Department of Local Government and Communities (formerly Department of Communities) implemented the World Health Organisations (WHO) “Age Friendly Cities” Framework. This framework involves considering eight areas seniors need when planning, which are:

1. Outdoor Spaces and Buildings;
2. Housing;
3. Community Support and Health Services;
4. Transportation;
5. Communication and Information;
6. Civic Participation and Employment;
7. Respect and Social Inclusion;
In 2009, Council endorsed the Active Ageing Strategy 2009-2014 with the City’s role being split between leading, supporting and facilitating the implementation of the strategy actions.

The City’s Strategic Community Plan 2015-2015 identified as an action the development and implementation of a seniors strategy to guide the City to accommodate the future needs of our seniors.

A discussion paper was provided to a Councillor Engagement Session on 14 June 2016, where the strategic discussion informed the development of key elements that provide direction for the next five years. Research and consultation has been conducted and implementation actions have been developed in line with the key elements. This information has been the basis of the draft Seniors Strategy 2017-2021.

Details

The draft Seniors Strategy identifies six key elements which provide the City with clear strategic direction for the next five years to contribute towards accommodating the future needs of the City’s seniors community. These key elements were based on research, consultation and Council feedback. The key elements are:

- Key Element 1 – Advocate for Improved Community Health and Support Services
- Key Element 2 – Improve Awareness of Public and Community Transport
- Key Element 3 – Support Ageing in Place
- Key Element 4 – Deliver Well Planned, Sustainable and Contemporary Infrastructure
- Key Element 5 - Support the Growth of Socially Inclusive Communities
- Key Element 6 - Facilitate Technology and Appropriately Expand Communication with Seniors

Desktop research was undertaken from an international, national, state and local context with relevant City strategic documentation reviewed to ensure organisational integration. Extensive community consultation was conducted. The results from this work contributed to the development of the implementation actions within each of the key elements.

Implications to Consider

a. Consultation with the Community

A total of 614 individuals, organisations and groups (including the Active Ageing and Care Advisory Committee) were either surveyed or meetings were conducted with them.

b. Consultation with Government Agencies

The Departments of Communities and Local Government, Housing, Health and Disabilities Services Commission were consulted.

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:** A 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.
The draft Seniors Strategy 2017-2021 provides Council with a strategic guide to contribute towards accommodating the future needs of our seniors. The next step in the process is for Council to consider the draft strategy for endorsement to facilitate it being advertised for the purposes of public comment.

Public comment will be sought for 28 days through the City’s website, advertising in local newspapers and making the document available in the City’s Libraries and Administration building. Relevant comments will then be analysed for incorporation into the final Seniors Strategy 2017-2021 for presentation to Council in coming months.

Following the closing of the public comment period all feedback will be reviewed by officers for possible inclusion in the final Seniors Strategy which will be presented to Council for adoption.

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council **ENDORSES** the draft Seniors Strategy 2017-2021 for the purposes of public comment.

**Committee Recommendation**

Moved Cr Stewart, seconded Cr Smith:

That Council:

1. **ENDORSES** the draft Seniors Strategy 2017-2021 for the purposes of public comment.
2. **EXTENDS** the Public comment period to 56 days.

Committee Voting – 5/0

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

The Committee extended the public comment period due to the approaching Festive season.

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

Not Applicable
<table>
<thead>
<tr>
<th>14.</th>
<th><strong>Reports of Councillors</strong></th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Nil</td>
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<tr>
<td>15.</td>
<td><strong>Addendum Agenda</strong></td>
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### 16. Motions of which Previous Notice has been given

**Corporate Services**

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CS-029/16 Notice of Motion – Specified Area Rates - Harrington Waters Precinct</th>
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</thead>
<tbody>
<tr>
<td>File No:</td>
<td>GOV/7</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Cr Kelly McManus</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr John Pearson, Director Corporate Services</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Mr Scott Wildgoose, Senior Project Officer</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>13 December 2016</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td>23 May 2006 (CES158/5/06)</td>
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<tr>
<td>Disclosure of Interest:</td>
<td>Executive</td>
</tr>
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**Purpose of Report**

To provide officer comment and advice on Cr McManus’s notice of motion submitted to the November 2016 Council meeting -

“That Council NOT charge a specified area rate for the Harrington Waters Precinct as of the 2017/2018 financial year.”

**Background**

On 23 May 2006 Council resolved to support the imposition of specified area rates (SAR) for the Harrington Waters Precinct. This was requested by the developer of the estate which was seeking to provide a higher level of maintenance service to public open space within their development.

The SAR was imposed in the 2006/2007 financial year to all properties within the Harrington Waters Precinct. It provided a higher level of public open space maintenance, excluding verges abutting private residences, subject to the following conditions:
• Council will assume responsibility to provide the higher service levels only after the handover of each stage of the new subdivision to Council.

• The handover of each stage of the new subdivision to Council will occur only after expiration of a minimum period of two years from the date of practical completion of the public open space works.

• Application of the specified area rates will be effective from the time the Council assumes responsibility for the maintenance of the parks and reserves within the subdivision.

• The developer will remain responsible for the payment of specified area rates for the lots remaining unsold at the date of handover to Council.

Council also confirmed that it would establish a specific reserve account from 1 July 2006 as part of the 2006/07 annual budget process for the application of specified area rates for the Harrington Waters Precinct. The total revenue generated from the imposition of specified area rates would be credited to that reserve account.

The City has implemented these actions since 1 July 2006 and the Harrington Waters Precinct is now substantially developed.

**Details**

Nil

**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(s) contained in the Community Plan 2015-2025:

   **Aspiration A:** Quality Leadership
   **Strategic Objective:** Financial Sustainability – A City that understands the importance of sustainable revenue streams, long term resource planning and allocation, and the need to prioritise spending on core services and strategic asset management programs.

d. Policy
   Nil

e. Financial

   In the 2016/2017 financial year the SAR for the Harrington Waters Precinct was charged at a rate of $0.002496 in the dollar generating approximately $33,000 in revenue for the City. Should the specified area rate be removed the City would forego this revenue.

   At the end of the financial year 2015/2016 the City held $91,000 in a cash backed reserve pursuant to Sections 6.37(2) and 6.11 of the Local Government Act 1995. This money would need to be used for the purpose for which the SAR was imposed.

f. Legal and Statutory

   Section 6.32(b)(i) of the Local Government Act 1995 states that a Local Government may impose on rateable land within its district a SAR.

   Section 6.37 of the Local Government Act 1995 describes under what circumstances a Local Government can impose a SAR and what administrative practices are required. Under
this section a SAR may be imposed to meet the cost of the provision of a specific work, service or facility within an area if the Local Government considers that the ratepayers within that area will have access to or benefit from that work, service or facility.

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 SAR was charged at the request of the land owner to increase the level of amenity services offered in the precinct, to assist the developer to sell its land. The Harrington Waters Precinct is now substantially developed and the amenities available in the area are not materially different to other like developed precincts in the City.

The motion as moved by Cr McManus is supported.

Voting Requirements

Simple Majority

Officer Recommendation

That Council REMOVE the specified area rate for the Harrington Waters precinct as of the 2017/2018 financial year.

Notice of Motion from Cr Kelly McManus

That Council NOT charge a specified area rate for the Harrington Waters precinct as of the 2017/2018 financial year.

Committee Recommendation

Moved Cr McManus, seconded Cr Stewart:

That Council REMOVE the specified area rate for the Harrington Waters precinct as of the 2017/2018 financial year.

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
Community Development

Community Development
Community Capacity Building

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CD-043/16 Notice of Motion – Baldivis Children’s Forest</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>GOV/7</td>
</tr>
<tr>
<td>Proponent:</td>
<td>Councillor Matthew Whitfield</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Michael Holland, Director Community Development</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Ms Jillian Obiri-Boateng, Manager Community Capacity Building</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>13 December 2016</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></td>
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<tr>
<td>Disclosure of Interest:</td>
<td>Executive</td>
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<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive</td>
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<tr>
<td>Site:</td>
<td>Baldivis Children Forest Inc., Reserve No. 30269, Lot 660, Mandurah Road, Baldivis</td>
</tr>
<tr>
<td>Lot Area:</td>
<td>20.4 hectares</td>
</tr>
<tr>
<td>Attachments:</td>
<td></td>
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<tr>
<td>Maps/Diagrams:</td>
<td>Map of Baldivis Children’s Forest</td>
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</table>

Purpose of Report

To provide officer comment and advice on Councillor Whitfield’s Notice of Motion.

Background

Cr Matthew Whitfield submitted the following motion for consideration at the Council Meeting held Tuesday 22 November 2016:

“That Council:

1. SUPPORTS the Baldivis Children’s Forest and acknowledges the Forest as a Key conservation asset of the City.


3. DIRECTS the CEO to prepare a report to Council that would identify measures that could assist the Baldivis Children’s Forest to realise their proposed priorities and focus areas.

4. SUPPORTS the potential of rent from any future telco towers on the Baldivis Children’s Forest Site being re-directed towards the Baldivis Children’s Forest Organisation.”
Details

Baldivis Children’s Forest Inc. (BCF) is an incorporated association that focuses on education through conservation activities and management. The group conducts conservation activities, educational sessions, local Aboriginal heritage tours and inspires lifelong commitment to ‘Conservation through Education’.

The land described in the report is Reserve 30269 and is vested in the Crown with a management order to the City for use of education, wetlands, conservation and communication.

The BCF has no tenure of the reserve and currently book the facility through the Baldivis Primary School as required to conduct activities, workshops and events. The telecommunication tower located on Lot 660 is licenced to Business Services and Resources Pty Ltd until 2026 free of charge.

The City acknowledges that reserve 30269 is a key conservation asset of which the City provides ongoing maintenance and repair of reticulation, walking trails, tracks, lawns and gardening by the Parks and Gardens team. The City also provides ongoing maintenance to buildings located on the reserve.

BCF has indicated that it currently has a full committee and approximately 45 members. It has a social enterprise business arm (Wild About Nature) which pays a monthly fee to BCF. MIRVAC sponsors BCF $12,000 annually for administration duties.

Currently the Community Capacity Building team is not providing any capacity building support to BCF, although the City staff speak to a member of the committee regularly. Based on previous support to the group, members would be fully aware of the support that is available.

The City has also provided financial support through grant funding over the last six years totalling $18,661.50, supporting art exhibitions, conferences and family events.

The BCF Business Plan was received by email from Cr Whitfield in the format of a power point presentation on Monday 28 November 2016. Due to the limited time to appropriately review and consider the provided document, formal acceptance of the report should not be supported by Council. Additionally, it is very unusual that an incorporated association would not initially liaise with the City to develop the document and then, as in this case, submit to Council directly by way of a
Councillor Notice of Motion. It must be noted that there was no accompanying approval or endorsement of the presentation from the BCF Management Committee, which is highly unusual.

**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 Objectives contained in the Community Plan 2015-2025:

   - **Aspiration D:** Sustainable Environment:
     - **Strategic Objective:** Coastal and Bushland Reserves
     - Coastal and bushland reserves that are well used and sustainably managed preserving them for future generations to enjoy

   - **Aspiration B:** A Strong Community
     - **Strategic Objective:** Capacity Building and Wellbeing
     - A healthy community that volunteers, embraces lifelong learning and cultural awareness, and is involved with a diverse range of vibrant and sustainable community, sporting, cultural and artistic organisation and pursuits

d. **Policy**
   
   Nil

e. **Financial**
   
   Nil

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**

In response to the Notice of Motion and the four recommendations provided to Council for consideration, the following comments are submitted:

1. In accordance with the City’s Strategic Community Plan 2015-2025 the City provides a strong ongoing commitment to sustain its bushland and build capacity in community groups. Reserve 30269 is acknowledged as a key conservation asset and is actively maintained by the City. The BCF has previously received administrative and financial assistance to support activities and events staged by the BCF. Therefore, it is a given that Council is supportive of the BCF and acknowledges Reserve 30269 as a key conservation asset.

2. City officers received a power point presentation titled ‘BCF Business Plan 2016-2018’, on 28 November 2016. The notice of motion was submitted by Cr Whitfield with no
accompanying formal request provided by the BCF Management Committee or approved set of minutes seeking support for the Business Plan from Council. Had this occurred, the Management Committee would have been encouraged to meet with a City Officer to discuss the document. Council support would not be required to enable this operational process, which is in line with the established community capacity building approach.

3. City Officers provide sufficient skills and knowledge to build the capacity of local community groups, particularly in relation to business planning, and the development and identification of business priorities. This service is available to the BCF and it is understood that based on previous support provided by the City the committee members of the BCF are aware of this.

If the City does not have Officers with the required skill set, the BCF would be encouraged and supported to submit a funding request through the Community Grants Program to engage an appropriate professional to develop the required documentation.

4. The telecommunications tower located on the site provides no income to the City. There is presently no surety that any future telecommunication towers will be located on this reserve. Should the City be approached to support the installation of a future tower, the City’s Community and Leisure Facilities (CALF) team would negotiate the terms of any lease/license arrangement in line with current City practices.

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council:

1. **SUPPORTS** the Baldivis Children’s Forest Inc. and acknowledges Reserve 30269 as a key conservation asset of the City.

2. **REQUESTS** the Baldivis Children’s Forest Inc. pursue their proposal with Community Capacity Building team.

**Notice of Motion from Cr Whitfield**

That Council:

1. **SUPPORTS** the Baldivis Children’s Forest and acknowledges the Forest as a Key conservation asset of the City.


3. **DIRECTS** the **CEO** to prepare a report to Council that would identify measures that could assist the Baldivis Children’s Forest to realise their proposed priorities and focus areas.

4. **SUPPORTS** the potential of rent from any future telco towers on the Baldivis Children’s Forest Site being re-directed towards the Baldivis Children’s Forest Organisation.

**Committee Recommendation**

Moved Cr Downham, seconded Cr Stewart

That Council:

1. **SUPPORTS** the Baldivis Children’s Forest and acknowledges the Forest as a Key conservation asset of the City.


3. **DIRECTS** the **CEO** to prepare a report to Council that would identify measures that could assist the Baldivis Children’s Forest to realise their proposed priorities and focus areas.
4. **Supports** the potential of rent from any future telco towers on the Baldivis Children’s Forest Site being re-directed towards the Baldivis Children’s Forest Organisation.

Lost – 1/4
Cr Liley, Cr McManus, Cr Smith and Cr Stewart voted against

**Moved Cr McManus, seconded Cr Smith**

That Council:

1. **Supports** the Baldivis Children’s Forest Inc. and acknowledges Reserve 30269 as a key conservation asset of the City.

2. **Requests** the Baldivis Children’s Forest Inc. pursue their proposal with Community Capacity Building team.

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
## Community Development
### Community Infrastructure Planning

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>Notice of Motion – Relocation of Baldivis Cricket Club</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CPR/450</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Cr Matthew Whitfield</td>
</tr>
<tr>
<td>Author:</td>
<td>Ms Carly Kroczek, Senior Community Infrastructure Planning Officer</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Mr Gary Rogers, Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>13 December 2016</td>
</tr>
<tr>
<td>Previously before Council:</td>
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<td>Executive</td>
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<tr>
<td>Nature of Council’s Role in this Matter:</td>
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## Purpose of Report
To provide officer advice and comment on Councillor Whitfield’s Notice of Motion.

## Background
Cr Matthew Whitfield submitted the following motion for consideration at the 20 December 2016 Council Meeting:

“That Council **DIRECT** the CEO to investigate incorporating the Baldivis Cricket Club into the New District Sporting Facility.”

## Details
City officers regularly meet with sporting clubs throughout the City. These meetings are part of ongoing investigations taking place into the provision of sporting and recreation infrastructure in Baldivis and surrounding areas.

As one of only two active sporting reserves with change rooms located in Baldivis, Arpenteur Park plays a vital role in providing active reserve space for a number of sports. The facility has features, such as a turf centre wicket and viewing area, which are highly valued by the sporting groups and will not be provided elsewhere. As stated by the President of the White Knights Cricket Club in a meeting held on 10 November 2016, the venue is highly regarded by the club and other users,
including the Peel Cricket Association. The redevelopment of the club rooms and associated facilities will provide a home for cricket and serve as a future venue for major cricket events.

Previous discussions with key stakeholders have indicated that it is likely a second cricket club will form in the area.

**Implications to Consider**

a. **Consultation with the Community**
   
   Officers met with the White Knights Cricket Club on Thursday 10 November 2016 to discuss current and future infrastructure needs. The City has previously engaged with the Western Australian Cricket Association and Peel Cricket Board to discuss the future of cricket in Rockingham.

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 contained in the Community Plan 2015-2025:
   
   **Aspiration B:** 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.

d. **Policy**

   The Community Infrastructure Plan (2016 – 2026) was endorsed by Council on 25 October 2017. This document provides the City’s policy position on future community infrastructure developments.

e. **Financial**

   Not applicable

f. **Legal and Statutory**

   Not applicable

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 and future location of the Baldivis District Sporting Complex will be critical in confirming future tenants. The White Knights Cricket Club has expressed their desire to remain centrally located in Baldivis. This is due to new clubs which are expected to form in the Baldivis/Karnup and Baldivis/Bertram areas and to maintain existing relationships with local feeder schools. If the final location of the Baldivis District Sporting Complex is not within this central area, it is possible that the White Knights Cricket Club may not take up tenancy.

As the location of the complex is not yet confirmed, the City cannot commence the necessary due diligence investigations which are essential as part of the planning process. It would also be
prudent to commence discussions with specific clubs regarding occupancy once the location is confirmed.

When investigating co-location arrangements, the City not only identifies sports which compete in opposite seasons, but also sports which have complementary infrastructure. Cricket naturally has synergies with soccer and other rectangular sports when determining these arrangements. Cricket pitches are able to be located between rectangular fields, rather than in the centre of an AFL oval. A recent example of this configuration is Eighty Road Reserve, which will have a cricket pitch located between two soccer pitches. This development will provide one extra synthetic wicket to cater for current demand. On this basis, cricket would be better co-located with rectangular field winter sports as part of the proposed future stage 2 of the Baldivis District Sporting Complex.

The Community Infrastructure Plan 2016 – 2026 was developed following ongoing investigations into demographics, population growth, industry and participation trends, local club growth and membership numbers, forecasts and other relevant planning information. Planning principles were applied, along with the principle of City wide equity and a project prioritisation methodology to determine an appropriate implementation plan which is within the City’s current financial capacity. This implementation plan includes the Arpenteur Park Master Plan which was endorsed by Council on 23 June 2015. The Community Infrastructure Plan 2016 - 2026 was endorsed by Council on 25 October 2016.

Investigations into how the growth of existing sports or the emerging of new sports will be best accommodated is ongoing and will continue. This will include ongoing consultation with relevant groups and individuals designed to meet current and future community needs. Outcomes of the investigations and consultation will form part of the 2017 review of the Community Infrastructure Plan. It is on this basis that it is recommended that the Notice of Motion is not supported.

**Voting Requirements**

Simple Majority

**Officer Recommendation**

The notice of motion from Cr Whitfield is not supported.

**Notice of Motion from Cr Matthew Whitfield**

That Council DIRECT the Chief Executive Officer to investigate incorporating the Baldivis Cricket Club into the New District Sporting Facility.

**Committee Recommendation**

Moved Cr Downham

That Council DIRECT the Chief Executive Officer to investigate incorporating the Baldivis Cricket Club into the New District Sporting Facility.

Motion LAPPED due to lack of a seconder

Moved Cr Smith, seconded Cr Stewart:

The Council NOT SUPPORT Cr Whitfield’s Notice of Motion.

Committee Voting – 4/1

(Cr Downham voted against)

**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>Notices of motion for Consideration at the Following Meeting</th>
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</thead>
<tbody>
<tr>
<td>16.</td>
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<thead>
<tr>
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<th>Urgent Business Approved by the Person Presiding or by Decision of the Committee</th>
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<tr>
<td>17.</td>
<td>Nil</td>
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<th>Matters Behind Closed Doors</th>
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| 18. | Moved Cr Stewart, seconded Cr Downham:  
That the Committee **CLOSE** the meeting to the members of the gallery and Officers in accordance with section 5.23(2)(a) and (c) of the Local Government Act 1995 to allow the Corporate and Community Development Committee to discuss Confidential Item GMS-027/16 – Recommendations from the Chief Executive Officer Performance Review Committee Meeting held on 28 November 2016.  
Carried – 5/0 |

4:47pm  
The Chairperson requested that members of the gallery and Officers, with the exception of the Manager Human Resources Development, depart the meeting.

4.51pm  
The meeting resumed behind closed doors.
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)(a) and (c) of the Act

General Management Services
Human Resource Development

Reference No & Subject: GMS-027/16
GMS-027/16 Recommendations from the Chief Executive Officer Performance Review Committee Meeting held on 28 November 2016

File No: PSL/1208, PSL/702
Author: Mr Ben Searcy, Manager Human Resource Development

Other Contributors:
Date of Committee Meeting: 13 December 2016

Disclosure of Interest:
Nature of Council’s Role in this Matter:
Attachments:
Confidential Attachments as per Section 5.95 of the Local Government Act 1995
3. Minutes of the Chief Executive Officer Performance Review Committee Meeting held on 28 November 2016
4. Chief Executive Officer Performance Review Report 2016 from Portland Broome Organisational Consultants

Maps/Diagrams:

Purpose of Report
To present for consideration the recommendations arising from the Chief Executive Officer Performance Review Committee Meeting held on Monday 28 November 2016.
Advisory Committee Recommendation 1 of 2:
Chief Executive Officer Performance Review

That Council:

1. **ADOPT** the following eight (8) key focus areas for the Chief Executive Officer’s action in 2017.
   - Deliver and implement a digital based community consultation and engagement program by the end of March 2017 that can deliver the following:
     - Targeted communication on complex issues such as rate increases and the City’s jurisdiction (or lack of) in some major development projects;
     - Portal based opt in / out functions that link residents with special interest activities such as seniors / environment / economic development and also mainstream publications such as the City Chronicle;
     - Tablet and smart phone applications that streamline existing customer service systems; and
     - Targeted systems that engage special interest groups and individuals in developing and measuring the performance of core service delivery and all Community Plan Strategies.
   - Continue the implementation of the City’s Economic Development Strategy with particular focus upon Hotel attraction, City Centre Development and the implementation of the Rockingham Beach Foreshore and Kennedy Bay Masterplans.
   - Develop a new business model for tourism.
   - Finalisation of land acquisition and commencement of detailed design undertaken for the Baldivis Sports Facility so as construction can commence in line with Community Infrastructure Plan expectations.
   - Maintain cost control on major project planning and construction in line with Council Policy and Business Plan / Budget forecasting.
   - Pursue the revenue equity and boundary adjustment issue leading up to the State Government election and beyond.
   - Continue to pursue the French Defence opportunity.
   - Pursue further development of the Read Street Seniors Precinct in partnership with Department of Housing and not for profit aged care service providers.

2. **APPROVE** of an increase in the cash component of the remuneration package by 2.75% as at the contract anniversary date.

3. **APPROVE** of an increase in the Chief Executive Officer’s personal development allowance by 2.75% as at the contract anniversary date.

**Officer Recommendation if Different to Advisory Committee Recommendation**

Not Applicable

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

Not Applicable
Advisory Committee Recommendation 2 of 2:
Appointment of Consultant for Chief Executive Officer Performance Review

That Council APPOINT Portland Broome Organisational Consultants as the performance consultant for the 2017 Chief Executive Officer Performance and Personal Development Review.

Officer Recommendation if Different to Advisory Committee Recommendation
Not Applicable

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

Committee Recommendation

Moved Cr McManus, seconded Cr Smith:

That Council:

1. **ADOPT** the following eight (8) key focus areas for the Chief Executive Officer’s action in 2017.
   - Deliver and implement a digital based community consultation and engagement program by the end of March 2017 that can deliver the following:
     - Targeted communication on complex issues such as rate increases and the City’s jurisdiction (or lack of) in some major development projects;
     - Portal based opt in / out functions that link residents with special interest activities such as seniors / environment / economic development and also mainstream publications such as the City Chronicle;
     - Tablet and smart phone applications that streamline existing customer service systems; and
     - Targeted systems that engage special interest groups and individuals in developing and measuring the performance of core service delivery and all Community Plan Strategies.
   - Continue the implementation of the City’s Economic Development Strategy with particular focus upon Hotel attraction, City Centre Development and the implementation of the Rockingham Beach Foreshore and Kennedy Bay Masterplans.
   - Develop a new business model for tourism.
   - Finalisation of land acquisition and commencement of detailed design undertaken for the Baldivis Sports Facility so as construction can commence in line with Community Infrastructure Plan expectations.
   - Maintain cost control on major project planning and construction in line with Council Policy and Business Plan / Budget forecasting.
   - Pursue the revenue equity and boundary adjustment issue leading up to the State Government election and beyond.
   - Continue to pursue the French Defence opportunity.
   - Pursue further development of the Read Street Seniors Precinct in partnership with Department of Housing and not for profit aged care service providers.

2. **APPROVE** of an increase in the cash component of the remuneration package by 2.75% as at the contract anniversary date.
3. **APPROVE** of an increase in the Chief Executive Officer’s personal development allowance by 2.75% as at the contract anniversary date.

   Committee Voting – 4/1
   (Cr Downham voted against)

Moved Cr Downham, seconded Cr Stewart:

That Council **NOT APPOINT** Portland Broome Organisational Consultants as the performance consultant for the 2017 Chief Executive Officer Performance and Personal Development Review.

   Committee Voting – 5/0

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<thead>
<tr>
<th>The Committee’s Reason for Varying the Officer’s Recommendation</th>
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<td>The Committee wanted to look at options in appointing an alternative Consultant.</td>
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<th>Implications of the Changes to the Officer’s Recommendation</th>
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<tr>
<td>Not Applicable</td>
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Moved Cr Liley, seconded Cr Smith:
That the Corporate and Community Development meeting be OPENED to the public.

Committee Voting – 5/0

5:45pm The meeting came out from behind closed doors. The Chairperson did not read aloud the Committee Recommendations carried behind closed doors as no members of the gallery returned to the meeting.

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<tr>
<th>19.</th>
<th>Date and Time of Next Meeting</th>
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<td></td>
<td>The next Corporate and Community Development Committee Meeting will be held on <strong>Tuesday 17 January 2017</strong> in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.</td>
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<th>20.</th>
<th>Closure</th>
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<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>5:46pm</strong>.</td>
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