City of Rockingham

MINUTES

Community Development Standing Committee Meeting

Held on

Wednesday 8 December 2010

4:30pm

Committee Room 1
Council Administration Building
Civic Boulevard, Rockingham
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City of Rockingham
Community Development Standing Committee Meeting
4:30pm
Wednesday 8 December 2010

MINUTES

1. Declaration of Opening

The Chairman declared the Community Development Standing Committee Meeting open at 4:45pm and welcomed all present.

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

2.1 Councillors

Cr L Liley
Cr J Stewart
Cr A Prince
Cr L Dunkling
Cr R Smith (Observer) until 5:02pm

2.2 Executive

Mr A Hammond Chief Executive Officer
Ms G Thornton Director Community Development
Ms C Kroczek Community Infrastructure Planning Officer
Mr T Burgoyne Manager Community Support Services
Ms G Rowles Manager Community Safety
Mr N Brown Manager Community & Leisure Facilities until 5:02pm
Ms J Obiri-Boateng Coordinator Community Capacity Building
Ms M Timmermans Coordinator Cultural Development
Ms K Rowlinson Community Capacity Building Secretary

Members of the Public:
Nil
| 2.1 Press:                      | Nil |
| 2.3 Apologies:                 | Nil |
| 2.4 Approved Leave of Absence: | Nil |

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

Nil.

4. **Public Question Time**

Nil.

5. **Confirmation of Minutes of the Previous Community Development Standing Committee Meeting**

Moved Cr Dunkling, seconded Cr Prince

That Council **CONFIRM** the Minutes of the Community Development Standing Committee Meeting held on Monday 8 November 2010, as a true and accurate record.

Committee Voting - 4/0

6. **Matters Arising from the Previous Community Development Standing Committee Meeting Minutes**

Nil.

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

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

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

Nil.

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

9.1 **Presentation**

Cr Liley tabled the Disability Services Commission Count Me In 2010 Awards presented to the City of Rockingham on Friday 3rd December 2010 as winner of the category “Disability Future Directions” and Highly Commended in category “Disability by Local Government for its “Access to Water Initiative”.

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

Nil.
### 11. Bulletin Items

**Community Development Information Bulletin - December 2010**

**Community Support Services**
1. Community Support Services Team Overview
2. Human Resource update
3. Project Status Reports
4. Information items
   4.1 Personal Development and Wellbeing
   4.2 Community Participation
   4.3 Place Activation
   4.4 Community Infrastructure
   4.5 Relationship Building and Connections
   4.6 Out of School Hours Care

**Community Infrastructure Planning**
1. Community Infrastructure Planning Team Overview
2. Human Resource update
3. Project Status Reports
   3.1 Baldivis District Library & Community Centre
   3.2 Golden Bay Skate Park Redevelopment
   3.3 Settlers Hills Skate Park
   3.4 Rockingham Youth Venue
   3.5 Lawrie Stanford Reserve Master Plan
   3.6 Trails Master Plan
   3.7 Secret Harbour Surf Life Saving Club Redevelopment
   3.8 Rockingham Aquatic Facility Provision Strategy
   3.9 Kent Street Community Arts Centre
   3.10 Community Infrastructure Plan
4. Information items

**Community Capacity Building**
1. Community Capacity Building Team Overview
2. Human Resource update
3. Project Status Reports
   3.1 Development of a Comprehensive Aged Care Precinct Master Plan
   3.2 Rockingham City Football Club
   3.3 Naragebup Environmental Centre
   3.4 Rockingham Rams Football Club
   3.5 Community Grants Program (CGP)
   3.6 Disability Access and Inclusion
4. Information items
   4.1 Cultural Place Design/Activation
   4.2 Culture and Art Awards/Exhibitions
   4.3 Reconciliation Action Plan
   4.4 Community Gardens
4.5 Active Ageing
4.6 Youth Development – Youth Arts/Events
4.7 Youth Development – Youth Recreational Activities
4.8 Sport & Recreation

Community Safety
1. Community Safety Team Overview
2. Human Resource update
3. Project Status Reports
   3.1 CCTV Systems
   3.2 Community Safety Crime Prevention Partnership Plan
   3.3 Community Security Service
   3.4 Graffiti Management
   3.5 Mobile CCTV Grant
   3.6 Neighbourhood Watch
   3.7 Rekeying of City Buildings
   3.8 Rapid Removal of Graffiti Vandalism off Private Property Grant
   3.9 Safety for Seniors
   3.10 Seniors Security Subsidy Scheme
4. Information items
   4.1 Rangers’ Professional Development
   4.2 Rangers’ Action Reports
   4.3 Infringements

Community and Leisure Facilities
1. Community and Leisure Facilities Team Overview
2. Human Resource update
3. Project Status Reports
4. Information items
   4.1 Rockingham Child Care Services
   4.2 Rockingham Autumn Centre
   4.3 Rockingham Aquatic Centre
   4.4 Aqua Jetty Manager’s Report October 2010
   4.5 Warnbro Community Manager’s Report October 2010
   4.6 Aqua Jetty & Warnbro Community Y Management Minutes – November
   4.7 Autumn Centre Hava Chat Newsletter - November

Committee Recommendation:
That Councillors acknowledge having read the Community Development Information Bulletin – December 2010 and the contents be accepted.

Committee Voting – 4/0

12. Agenda Items
Community and Leisure Facilities

Community Development
Community and Leisure Facilities

Reference No & Subject: CLF-004/10 Appointment of Members to the Autumn Centre Strategic Development Committee

File No: CSV/765
Proponent/s: City of Rockingham
Author: Ms Michelle Hayward, Acting Bookings Officer
Other Contributors: Mr Nick Brown, Manager Community & Leisure Facilities
Date of Committee Meeting: 8 December 2010
Previously before Council: CLF-002/10
Disclosure of Interest: Executive Function
Nature of Council’s Role in this Matter:

1. Purpose of Report

To seek Council appointment of six (6) Autumn Centre Members and one (1) community member to the Autumn Centre Strategic Development Committee

2. Background

The City of Rockingham Autumn Centre is a Council funded facility, which provides social, recreational and support services for people over the age of fifty five, their partners and mature aged people with disabilities and their carers. The City of Rockingham operates the Centre to promote active aging and wellness for the community by providing high quality affordable passive and active social and recreational opportunities and a range of other community services.
The Autumn Centre Strategic Development Committee comprises of two (2) elected members, six (6) autumn centre members and two (2) community members and provides recommendations to Council in line with their terms of reference.

The Autumn Centre Strategic Development Committee operates under the following Terms of Reference:

1. To promote the usage of the Autumn Centre by the wider community.
2. To provide a channel for feedback and communication between the Autumn Centre users and Council.
3. To provide a vision into future service delivery trends focusing on alignment with external best practice.
4. To provide feedback on customer service and to assist in provision of customer service surveys.
5. To identify marketing opportunities to improve the broader community's awareness of the Autumn Centre.

This matter was discussed at the Council Ordinary meeting of 23 November 2010 when Council resolved to refer the report back to the Community Development Committee to select and recommend members for appointment to the Autumn Centre Strategic Development Committee.

3. Details

The Autumn Centre Strategic Development Committee positions were advertised in both local community papers and on the notice board at the Centre, with existing members written to and invited to reapply.

Eight member nominations were received and one community member nomination received. The nominees include:

**Esther Grogan** represents community members and recently made “life membership” in Rockingham Kwinana Business Group. Treasurer – Brand Electorate Council – ALP, Secretary / Events Coordinator for Rockingham Kwinana Business Group, Secretary for Preserve Point Peron Group, Member of Naragebup and on committee for Rockylets Group. Esther promotes the usage of the Autumn Centre to clients who have a need for the Centre. She has small home based business for secretarial services which has successfully been running for 18 years.

**Lynn Davis** represents Autumn Centre members. Recently moved to Rockingham in July 2010 following her retirement became a member of the Centre. Her qualifications are in librarianship and managerial experience at a strategic level which will be of value to the Centre and Committee.

**Susan Williams** represents Autumn Centre members. Is currently a member with the Autumn Centre and has been for ten (10) years with five of these years as an associate member. Previously a Member of Community Consultation Committee for eight (8) years, Volunteer welfare worker for St Vincent De-Pauls from 2000 – 2005, Member of the Autumn Centre St Vincent De Paul group for six (6) years, Volunteer Tutor for the Autumn Centre “Comput Group” teaching Introduction to Computers for three (3) years and before moving to Western Australia in 1997 Susan spent 27 years as a scientific research officer for CSIRO, NSW.

**Celine Low** represents Autumn Centre members. Celine has lived and worked in the Rockingham Community since 1971. During this time has been an active member on various committees. Communicates well with all ages and genders and is very passionate with the ageing population and people with disabilities. She advocates for the wonderful facilities and courses held at the Rockingham Autumn Centre.

**David Bills** represents Autumn Centre members. David has lived in the Rockingham area since 2002 and joined the Autumn Centre at this time. David volunteers as a helper at the Autumn Centre including the Friday Night Dance Group and Melbourne Cup Day Function.
Peter Knowles represents Autumn Centre members. Peter is currently a member of the Strategic Development committee. In the past has been the Chairperson for the Publicity Activity Group Committee for the Autumn Centre and currently the group leader for the Concert Group. Peter promotes the Centre to local nursing homes and community centres. He also enjoys fund raising on an annual basis for Cancer Research and the Victorian Bush Fires appeal.

Frank Shaw represents Autumn Centre members. Frank has lived, worked and studied in the Rockingham area since 1970 and his children attended the local schools. During his working career he was a member of PEACH, the charity group operated by Alcoa employees who use payroll deduction to make donations to charitable organisations. Frank retired five (5) years ago and continued to volunteer at Rockingham TAFE to promote their programs to attract local youths to further their education, included mentoring and the LINK program. Frank joined the Autumn Centre and became an active member of the woodworking group. His main contributions were to help manage and submit funding application to Lottery West with requests been successful. Currently is a member of the Strategic Development Committee joining in 2008 helping with the definition of the committee roles and is committed to the strategic direction for the Centre in the future.

Sheila Morris represents Autumn Centre members. Sheila has been a member and a volunteer for the past sixteen (16) years at the Autumn Centre. She has enjoyed watching the Centre grow during this time and is looking forward to help contribute for the future growth of the Centre.

Maureen Bills represents Autumn Centre members. Maureen has lived in Rockingham since 2002 and has been a member at the Centre since this time. Maureen volunteers as a helper in the Autumn Centre, Op Shop, Collecting fees from members, Friday night dance group and volunteers for Melbourne Cup Function and recently been on the now defunct General Purpose Fund Panel for the Centre.

### 4. Implications to Consider

a. **Consultation with the Community**
   The Autumn Centre Strategic Development Committee membership positions were advertised in both local papers and the notice board at the Centre.

b. **Consultation with Government agencies**
   Not applicable

c. **Strategic**
   Council’s Strategic Plan 2006 – 2011 (Functional Area 2 – Social & Cultural Development) specifically details the intent to develop partnerships with Government, Private Sector, and the Community to obtain common goals in providing facilities and services in relation to social and cultural needs.

d. **Policy**
   In accordance with the City of Rockingham Autumn Centre Policy (June 2010).

e. **Financial**
   Nil

f. **Legal and Statutory**
   Section 5.10 of the Local Government Act refers to the appointment of committee members, this process will be in accordance with that legislation.
5. **Comments**

At the completion of the advertised period, eight (8) member and one (1) community member nominations were received. All nominees demonstrated relevant experience and knowledge of Autumn Centre programs and activities.

**Member Representative**
- Lynn Davis
- Susan Williams
- Celine Low
- David Bills
- Peter Knowles
- Frank Shaw
- Sheila Morris
- Maureen Bills

Only six (6) of the above eight (8) nominees can be appointed as member representative.

**Community Representative**
- Esther Grogan

Only 1 nomination for community representative was received.

Furthermore, Councils acknowledgement of outgoing Committee members will be conveyed to each in a letter of appreciation.

6. **Voting Requirements**

Absolute Majority.

7. **Officer Recommendation**

That Council:

1. _APPOINT_ the following Autumn Centre Members for a two-year term:
   - 
   - 
   - 
   - 
   - 
   - 
   - 

2. _APPOINT_ the following Community Representative for a two (2) year term:
   - 

3. _NOTE_ there is one (1) outstanding community representative vacancy to be filled at a later date should a suitable application be received.
8. **Committee Recommendation**

That Council:

1. **APPOINT** the following Autumn Centre Members for a two-year term:
   - Lynn Davis
   - Peter Knowles
   - Celine Low
   - Sheila Morris
   - Frank Shaw
   - Susan Williams

2. **APPOINT** the following Community Representative for a two (2) year term:
   - Esther Grogan

3. **NOTE** there is one (1) outstanding community representative vacancy to be filled at a later date should a suitable application be received.

   Committee Voting - 4/0

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

   Not applicable.

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

   Not applicable.

5.02pm Cr R Smith and Mr Nick Brown, Manager Community and Leisure Facilities left the Community Development Committee Meeting.
Community Development
Community Infrastructure Planning

Reference No & Subject: CIP-004/10
Tender T10/11-47: Baldivis District Library and Community Centre Architectural Services, Detailed Design

File No: T10/11-47
Proponent/s: City of Rockingham
Author: Mr Michael Quirk, Manager Community Infrastructure Planning
Other Contributors: Mr Bruce Foster, Coordinator Contracts
Mr Gary Rogers, Manager Capital Projects
Mrs Natalie Venables, Community Infrastructure Planning Officer

Date of Committee Meeting: 8 December 2010
Previously before Council: CD139/10/07, CD153/11/07, CD90/7/08, CES120/5/09, CD66/11/09, CD18/4/10

Disclosure of Interest:
Nature of Council’s Role in this Matter: Executive Function

Site: Lot 16 Nancy Alley, Baldivis
Lot Area: 5036m²

Attachments:
Maps/Diagrams:

1. Purpose of Report

This report seeks approval from Council to delegate authority to the Chief Executive Officer to award the tender T10/11-47 - for Architectural Services for the Preparation of Design Brief, Detailed Design and Documentation for the Baldivis District Library & Community Centre.
2. **Background**

The process to be adopted for the detailed design phase of the Baldivis District Library and Community Centre was endorsed at the May 2010 Ordinary Council Meeting. At this meeting it was resolved that Council would take the following action:

1. **Note that environmentally sustainable design and construction principles shall be included with the Baldivis District Library and Community Centre detailed design consultancy brief, and that Green Building Council of Australia membership shall be included as part of the project architect assessment criteria, rather than a specific Green Star Environmental Rating System being pursued.**

2. **Approve the allocation of $500,000 within the 2009/10 budget to be included in the March 2010 Quarterly Budget Review for professional fees related to the appointment of a suitably qualified architect to prepare detailed design documentation, based on the previously prepared facility concept plan, for the Baldivis District Library and Community Centre.**

3. **Approve the formation of the Baldivis District Library and Community Centre Project Reference Group comprising a Councillor, one representative from Stockland, two local community members, and the City’s Director Community Development with executive support and assistance provided by the Manager Community Infrastructure Planning.**

4. **Appoint Councillor Hamblin as representative on the Baldivis District Library and Community Centre Project Reference Group.**

5. **Note that the Baldivis District Library and Community Centre detailed design and capital construction cost will be presented to Council for consideration prior to inviting tenders for the construction of the facility.**

6. **The Disability Access Advisory Committee meet with architects and design team to ensure that disability access is appropriate and achieves industry best practice.**

In order for the City to be in a position of readiness to proceed with the future construction of the Baldivis Library and Community Centre, immediately any funds are identified, it is necessary to appoint an Architect to prepare detailed design plans for the project.

3. **Details**

Due to the uncertainty as to the timing of any future grants or funding support the project may attract it is desirable for the City to be in a position to seek the Tender for Construction as soon as the opportunity arises.

Detailed Design will enable the City to finalise the design, functional layout and cost estimates providing greater certainty in respect to the City’s Business Planning and ensuring that the City is best placed to apply for future funding and / or proceed with the development.

Documentation is currently being prepared by the Manager Capital Works for the Tender process for an Architect and the Tender will be advertised in December 2010. The process of detailed design will proceed from there.

Given the requirement to appoint an Architect for this work as soon as possible, the granting of delegated authority to the CEO is sought in order for the appointment to be made as early as possible in 2011.

As per the resolution of May 2010 Ordinary Council Meeting, Council has allocated the necessary funds within its 2010/11 budget.

4. **Implications to Consider**

a. **Consultation with the Community**
As resolved at the May 2010 Ordinary Council Meeting, two community representatives will be directly involved in the detailed design process for the Baldivis District Library and Community Centre as part of the Project Reference Group.

b. **Consultation with Government Agencies**
   Not applicable.

c. **Strategic**
   In accordance with Council’s Strategic Plan Functional Area 2 - Social & Cultural Development - Strategy 4 - Develop and manage community facilities and services to meet social, cultural and economic needs.

d. **Policy**
   Purchasing Policy applies, which specifies that procurement valued over $100,000 is subject to open public tender or quotation procedures.

e. **Financial**
   An amount of $500,000 has been allocated in the 2010/11 budget for the project detailed design phase.

f. **Legal and Statutory**
   Section 5.42 read in conjunction with section 5.43 (b) of the Local Government Act 1995 grants Council the power to delegate authority to the Chief Executive Officer for acceptance of a Tender.

5. **Comments**

The development of the Baldivis District Library and Community Centre is important for the district, and progression of the detailed design phase will be a further step towards the Council realising the delivery of this valuable community asset. The commencement of detailed design as soon as practicable will be important to enable the City to progress to Tender for Construction when funding becomes available.

6. **Voting Requirements**

Absolute Majority

7. **Officer Recommendation**

That Council **DELEGATE** authority to the Chief Executive Officer to award tender T10/11-47 for Architectural Services for the Preparation of Design Brief, Detailed Design and Documentation for the Baldivis Regional Library & Community Centre.

8. **Committee Recommendation**

That Council **DELEGATE** authority to the Chief Executive Officer to award tender T10/11-47 for Architectural Services for the Preparation of Design Brief, Detailed Design and Documentation for the Baldivis Regional Library & Community Centre.

Committee Voting – 4/0

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

Not applicable.
10. **Implications of the Changes to the Officer’s Recommendation**

Not applicable.
CONFIRMED AT A COMMUNITY DEVELOPMENT MEETING HELD ON MONDAY 7 FEBRUARY 2011

PRESIDING MEMBER

Community Development

Community Capacity Building

Reference No & Subject: CCB-013/10 Rockingham Contemporary and Performing Arts Centre Feasibility Study

File No: CPR/152; C08/09-35
Proponent/s: City of Rockingham
Author: Mrs Margy Timmermans, Coordinator Cultural Development
Other Contributors: Mr Michael Holland, Manager Community Capacity Building
Date of Committee Meeting: 8 December 2010
Previously before Council: CD 134/10/07; CD42/4/08; CD121/9/08
Disclosure of Interest: Executive Function

Nature of Council’s Role in this Matter: Executive Function

Site:
Lot Area:
Attachments:
Maps/Diagrams:

1. Purpose of Report

For Council to receive the Final Report of the Rockingham Contemporary and Performing Arts Centre Feasibility Study conducted by the appointed consultants Graham Walne and Peter Alexander with respect to Tender T08/09-35.

2. Background

The development of a Contemporary and Performing Arts Complex (CAPAC) was originally identified as a priority in the 1994 Regional Arts Strategy Implementation Study.

The original sketch plans for a 250 seat performing arts centre were prepared in the mid 1990’s based on a 1994 analysis of local needs and the extensive consultation with local theatre and other community groups, carried out for the Regional Arts Strategy.
Since then Rockingham’s population has doubled and a much larger venue has been indicated by community groups and others than originally anticipated (up to 650 seats), to enable a much wider range of activities to be accommodated by the building.

It became necessary to undertake a current and comprehensive feasibility study, which was anticipated to cost in the vicinity of $175,000. Funds were sourced from Council and other parties to fund the study.

The Contemporary Arts Complex Working Party began meeting in September 2006 to progress this major project to consider suitably appropriate consultants for the preparation of the Consultant’s Brief for the Complex’s Feasibility Study.

The Premier’s Rockingham Kwinana Planning and Development Taskforce via the Rockingham Kwinana Development Office identified in November 2006 the Proposed City Centre Contemporary Arts Centre Feasibility Study as Priority Project No. 2.3.

A Consultants Brief for the feasibility study was prepared in March 2007, which also provided an estimate of the cost of undertaking the feasibility study ($175,000).

The City was successful in obtaining funding through the Department of Cultural and Arts – Community Cultural and Arts Facility Fund (CCAFF) in September 2007 funding round. The $15,000 contribution is the maximum available from the Fund for a feasibility study.

The City and the Rockingham Kwinana Development Office had contributed additional funding, bringing the total to $240,000 for the management and contracting of consultants for the feasibility study.

Total budgeted funding comprised of the following contributions:
- City of Rockingham $123,000
- Rockingham Kwinana Development Office $102,000
- Department Culture & Arts (CCAFF) $15,000

Tenders were advertised in the West Australian on Saturday 21 June 2008 and nationally in the Weekend Australian on Saturday 28 June 2008. Tenders closed at 2.00pm, Wednesday July 23 2008 and were publicly opened immediately after the closing time.

Graham Walne with Peter Alexander were assessed as the preferred tenderer due to their comprehensive proposal demonstrating the team’s collaborative way of working together, clear in the methodology, and particularly in the primary and secondary research with a strong focus on community consultation and market research.

**CAPAC Scope**

The scope of the contract was for the review, assessment and evaluation of the expectations and demands of the key stakeholders and the potential uses of a Contemporary and Performing Arts Complex. Potential users including the local and regional communities, and domestic and other tourists and identified expectations and demands interpreted in terms of building infrastructure requirements and expressed in a design brief were key criteria.

The design of a costed concept for the Complex on a site selected from an analysed range of sites was seen as imperative.

Additional requirements included, Business Planning, Management Modelling and Economic, Cultural and Social Impact Studies, plus Community Market Research to underpin both the operation of the Complex, and capital and recurrent funding applications.

**Project Technical Reference Group (PTRGL**

A Project Technical Reference Group was formed to manage the consultancy and receive written reports at the end of stage and approve the next stage.

The Study was undertaken in two phases with each phase containing three key stages.

Phase One:
Key Stage 1 - Primary Research
Key Stage 2 - Design Brief (Not Site Specific)
Key Stage 3 - Site/s Assessment
Phase Two:
Key Stage 4 - Preferred Concept Development (Site Specific)
Key Stage 5 - Secondary Research
Key Stage 6 - Business Planning and Management Modelling

Tender Variation
A tender variation was discussed at the PTRG meeting on 10 March 2010 with the following key points being agreed between the Consultant and the City.

- The PTRG no longer required the consultants to recommend one site for approval.
- Consultants to include assessment of the Waterfront and Smart Village sites together with a SWOT analysis of splitting the building into visual and performing arts components on separate sites as yet unidentified.
- Costings with all relevant assumptions to be provided for the sites above by the consultant quantity surveyor.
- Relationship diagrams and generic images to be provided by the consultant architect.
- Site assessment material to be presented in such a manner that the City could utilise the criteria in an initial and outline assessment of any new sites which might arise for consideration.
- The market research in the current contract (intended to take place in Key Stage 5) would no longer be required because its shelf life falling within the 3-5 years interval before the project is regenerated. It was noted that the market research consultant required a small cancellation fee ($2,500 ex GST – this was taken from within the remaining total fee).
- With the exception of the above variations the project would deliver the outputs in the tendered contract.
- The fee for the remaining work, as subject to the variation, would not be greater or lesser than that remaining in the tendered contract.
- This comprised Key Stage 4 - $59,400, Key Stage 5 - $38,500 and Key Stage 6 - $20,350, a total of $118,250. All inclusive of GST.
- The remaining work, as covered in the variation, would not be presented in stages as per the tendered contract. Instead, the remaining work would be presented in a draft report and then as a final report at the end of the project. The consultants would be pleased to make progress reports to the client and PTRG at any time requested.

This report is to present the findings of the study.

3. Details

Executive Summary
Overview
Rockingham is unique in Australia for its size due to the absence of performing and visual arts facilities. Its place in the region, confirmed through its status as a Strategic Metropolitan Centre (and potential Primary Centre) in the State Government's ‘Directions 2031 and Beyond’ regional planning framework, requires the provision of such facilities. The proposed mix of performing and visual arts facilities, coupled with arts development programs has the potential to make the CAPAC a distinct Arts Centre for the region.
The provision of performing and visual arts accommodations through the CAPAC is strongly supported by the community consultation, by professional companies and is not seen as a threat by neighbouring venues. It has been found that there is the potential to network the CAPAC with the Koorliny Arts Centre and especially with the Mandurah Performing Arts Centre and the Gary Holland Centre to avoid harmful competition and better distribute community bookings at busy times.

Furthermore, Social and Economic data for Rockingham indicates that the population has appropriate education and disposable income facts to support the CAPAC. There is a range of economic and social benefits that can flow from a centre such as the CAPAC. These include civic pride and the image of Rockingham, the community’s way of life, creativity and engagement within the community, building social capital and providing entertainment and recreation, complementing Rockingham’s principal educational institutions and being a meeting place within the community.

The existence of arts and cultural organisations in communities promotes the development of other social and community organisations and this results in wider and stronger support for the community generally and further promotes the outcomes sought by Local Governments in particular, in their community development and engagement policies and programs.

In addition to social impacts, arts and cultural activities can be a strong stimulus for consumption investment and this is largely because they provide the local community and the region with a competitive advantage by defining images of creativity and the quality of life within the community.

Images of creativity and quality of life contribute to community wellbeing and encourage people to live and work in an environment in which employers can recruit and keep employees and one in which cultural tourism can expand.

Economic benefits from arts activity can be significant as they provide a range of employment and other opportunities for engagement with the community, the economic multiplier effects in a community such as Rockingham is estimated by the Australian Bureau of Statistics are an average of 2.79 for creative industries.

The CAPAC is therefore a key strategic asset for Rockingham and the region in relation to community service, development and engagement policies/programs and objectives. It supports and promotes the on-going changes and growth in the demographics in Rockingham and the region, including the attraction and retention of viable and sustainable tertiary, commercial and industrial enterprises.

Extensive consultations have generated a Design Brief for a flexible building in which a variety of seating and staging formats can be provided. Consultation and research indicates the proposed seating capacity (500) and flexible staging format is welcomed by the professional companies and neighbouring theatres and fills a gap in the region. The galleries will be fitted with rigging, lighting and sound equipment promising a range of work attractive to a wide range of age groups and crossing art forms. The proposed facilities also have the potential to provide a facility for the City which can also house non-arts activities (such as civic events and conferences) which will help reduce the required financial subsidy.

The study was asked to assess three sites short-listed by the Project Reference Group and the City as client. Whilst no final choice was made, because it was felt preferable to retain options given the longer term nature of the project, the study contains assessment criteria which the City can use for any site which might be considered. Whilst it is assumed the visual and performing arts components will be collocated the study contains reference to the strengths and weaknesses should they be separated.

The Study also contains extensive material aimed at assisting the City in its Arts Development Program in order that a constant and growing level of activity can be maintained to inform the development of the project and ensure ready access to programs for the community.

The Study has also researched and developed management and governance concepts that could be applied to the CAPAC when operational and these are intended as a basis for assisting the City in its ongoing development of this concept and its operational strategies.
The Study provides a wealth of analysis of demographic, user, site, program, function, capital and recurrent cost data on which the City can build for the future.

**Key Findings**

- The CAPAC is welcomed in the community and is seen by it as a long-overdue facility.
- It is seen as providing a valuable focal point for all parts of the community which is said to have untapped potential.
- The CAPAC can encompass both the performing and visual arts and cross-art form work and this can be delivered by both professional and non-professional artists, both resident in the region and touring into the region.
- The CAPAC’s existence will avoid many residents travelling outside the City to other facilities with consequent economic and social benefits to Rockingham.
- The recommended 500 seating capacity of the theatre avoids gaps and overlaps in the region and is based on a wide range of data.
- There are opportunities for networking and neighbouring venues to the benefit of the region as a whole.

**Future Strategic Actions by the City of Rockingham**

- The City adopt this report with all its included guides for the development of concept, site, business and arts development strategies.
- When a site and its concept design have been adopted the City to proceed with Strategic and Business Planning (refer to 5.14 Final Report). The City to also consider and develop governance and management arrangements suited to the CAPAC (refer 5.11 Final Report).
- The City continue the community consultations networks that been established through this process (refer to the lists in the final report attachments).
- The City to consult with other Key Stakeholders, including the State Government and appropriate corporate interests, in terms of confirming approvals to proceed when relevant and identify possible capital funding options.

**4. Implications to Consider**

**a. Consultation with the Community**

The Consultation process was designed to range from specifically targeted stakeholders who have either strategic or cultural expertise (or both) to input from the general community through open access. Across the range the consultants have been provided with access to 120 organisations and individuals. Key stakeholders have met through three workshops and have responded to a detailed questionnaire whilst the interested community has had opportunities to meet the consultants either at the 2008 EXPO or at face-to-face ‘surgeries’ at the Gary Holland Community Centre and have also responded both to an initial and a later more details questionnaire.

Material concerning expectations for the building has been gathered through two generations of questionnaires with local organisations and individuals, through workshops with the Creative Dialogue groups (on three occasions) and through consultations with professional companies.

The consultants contacted all the main Perth-based performing arts companies, and through structured questions, sought feedback on the companies’ perspective of the CAPAC’s existence, seating capacity and relationship to their touring policy. Black Swan State Theatre Company, Perth Theatre Company, Spare Parts Puppet Theatre Company, Perth International Arts Festival and the SWA Opera (re OZ Opera touring) all provided useful feedback.
b. Consultation with Government Agencies

Communications with key government partners have been through the minutes of the Project Technical Reference Group which includes membership from the State Government Department of Planning and Rockingham Kwinana Development Office.

c. Strategic

Council Strategic Plan 2006-2011 (Social and Cultural Development)

Function Area 2, Strategy 4 - Develop and manage community facilities and services to meet social, cultural and economic needs.

Action Plan 4.3, “Progress the planning and construction of a Performing and Contemporary Arts complex within the Rockingham City Centre”.

Council Strategic Plan 2006-2011 (Land Use & the Environment)

Function Area 3, Strategy 7 - “Progress major projects that are essential to economic, social and cultural development outcomes”.

d. Policy


The City of Rockingham supports and promotes tourism including the development of cultural attractions and industries and will implement strategies to integrate local cultural development with tourism development.

Action Plans:

“Develop a Performing Arts Complex”

“Develop a Regional Indigenous cultural Centre in Rockingham as a tourism economic development project”.

“Continue promotion of an exciting, creative and innovative program of exhibitions and events...”

Cultural Policy and Plan – 2002 Policy Statement – Youth:

The City of Rockingham values and respects our youth as an important part of our community and will implement strategies to support initiatives to create employment and educational opportunities for young people and provide for the specific recreational and entertainment needs of young people.

Action Plan - “Establish a Youth Theatre”.


The City of Rockingham values its religious and ethnic diversity and is committed to the concept of “Harmony through Diversity” and the integration of multicultural celebration with mainstream civic, sporting and festival events.

Action Plan - “Develop a plan for a community art and cultural activities oriented Community Cultural Centre”.

e. Financial

The construction of the CAPAC has been costed at between $43.5million and $52.37million. From the 20 year capital planning and the substantial competing capital developments within this fast growing City it is obvious the City does not have the financial capacity to contribute to the development of such a facility, and could only be realised if funded by Government and private enterprise.

f. Legal and Statutory

Nil.
5. Comments

The feasibility study for Rockingham Contemporary & Performing Arts Centre (CAPAC) with a key recommendation of the centre to have a 500 seating capacity, indicates that the opportunities for networking with neighbouring venues would be of benefit to the region as a whole.

The Arts Centre would provide a permanent, building-based resource for the arts at a local level, for the benefit of everyone in the Rockingham community.

Through the study’s consultations with the community and key art-form and peak body organisations in theatre, dance, music, opera, visual, literature and film, the consultants recommendations are to have a flexible studio venue rather than a traditional fixed format, with flexibility to cater for smaller audiences, and noted that the proposed design layout for the Performing arts, Gallery exhibition, and Arts studios have dedicated spaces and that in the visual arts sector, that there was a strong need for a ‘A’ class gallery south of Perth.

It is acknowledged that the City does not have the financial capacity to realise the development of a CAPAC, however it is important to keep the vision alive for development opportunities in future years.

The City through the RDKO and Rockingham Planning and Development Taskforce will continue seeking State and Federal Government commitment to fund the Rockingham Contemporary & Performing Arts Centre.

6. Voting Requirements

Absolute majority.

7. Officer Recommendation

That Council:

1. **RECEIVE** the final report, “Contemporary and Performing Arts Centre Feasibility Study, October 2010”.

2. **ACKNOWLEDGE** the City of Rockingham does not have the capacity, financial or organisational context to instigate the development of a Contemporary and Performing Arts Centre in the life of the City’s Business Plan.

8. Committee Recommendation

That Council:

1. **RECEIVE** the final report, “Contemporary and Performing Arts Centre Feasibility Study, October 2010”.

2. **ACKNOWLEDGE** the City of Rockingham does not have the capacity, financial or organisational context to instigate the development of a Contemporary and Performing Arts Centre in the life of the City’s Business Plan.

   Committee Voting – 4/0

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

Not applicable.

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

Not applicable.
1. **Purpose of Report**

To seek Council approval for the appointment of a community member to the Active Ageing & Care Advisory Committee.

2. **Background**

**Active Ageing and Care Advisory Committee**

In order to assist Council to build the capacity of the Rockingham community through engagement including seniors, Council established an Active Ageing and Care Advisory Committee in 2006. Membership of the Committee will comprise of people with interest, knowledge and expertise in seniors planning, facilitating and implementation of the Active Ageing Strategic Direction.

As required by the Governance and Meeting Framework Policy 2009, all community memberships of Advisory Committees will be reviewed in the period between 1 July and 30 September in the year
falling between ordinary elections with all new membership proposals being considered by Council no later than the October Ordinary Council meeting of that year.

**Purpose of the Committee**

To advise and guide Council through recommendations on the City’s active ageing strategic direction in accordance with agreed active ageing principles.

**City of Rockingham Active Ageing Principles**

Active Ageing is:

A dynamic life concept that optimizes opportunities for participation and decision-making in civic life in the community and society

Values older people and encourages them to:

- Value themselves,
- Maintain their dignity and independence,
- Optimise a sense of Health, Security, Participation and Belonging,
- Access least restrictive options, and
- Fulfil their responsibilities.

**Membership**

According to the (Council endorsed) Governance and Meeting Framework Policy 2009, the membership of the Committee shall comprise of 10 voting members consisting of:

- three Councillors of the City of Rockingham;
- seven community representatives with an interest in the provision of services to the aged within the City.

The Committee is to be supported by Officers of the City nominated by the Chief Executive Officer to act in a non-voting role.

It was determined that it was essential to have on the committee people known for their expertise in Ageing policy and planning, aged care services, seniors needs and contemporary active ageing programs. From a Community Development perspective this approach of obtaining a core group of dedicated experts in several fields provides a strong strategic planning base that can be enhanced with input from external information gathering from the broader community as and when required.

This matter was discussed at the Council Ordinary meeting of 23 November 2010 when Council resolved to refer the report back to the Community Development Committee to select and recommend members for appointment to the Active Ageing & Care Advisory Committee.

3. **Details**

The Active Ageing & Care Advisory community members positions were advertised in both local papers, with existing members written to and invited to re apply.

Currently the Committee comprises 8 members, three being Councillors and 5 community members.

One further nomination has been received for the community membership. The nominee is Gwen Nuth her details are attached.

The application was assessed by the relevant officer and the candidate is viewed as very suitable for the position on the Advisory Committee.

4. **Implications to Consider**

a. **Consultation with the Community**

The Active Ageing & Care Advisory community members positions were advertised in both local papers.
b. Consultation with Government agencies
   Not applicable.

c. Strategic

d. Policy
   In accordance with the Governance and Meeting Framework Policy 2009 – Item 5.1 Active Ageing and Care Advisory Committee.

e. Financial
   Nil

f. Legal and Statutory
   In accordance with the Local Government Act 1995 – Section 5.10 Appointment of Committee Members.

5. Comments
   Appointing Ms Gwen Nuth as community member to the Committee complements the City’s approval of obtaining a core group of dedicated experts in several fields provides a strong strategic planning base that can be enhanced with input from external information gathered from the broader community as and when required

6. Voting Requirements
   Absolute Majority.

7. Officer Recommendation
   That Council APPOINT ____________________________, as a community representative to the Active Ageing & Care Advisory Committee for a two year term.

8. Committee Recommendation
   That Council APPOINT Ms Gwen Nuth, as a community representative to the Active Ageing & Care Advisory Committee for a two year term.

   Committee Voting – 4/0

9. The Committee’s Reason for Varying the Officer’s Recommendation
   Not applicable.

10. Implications of the Changes to the Officer’s Recommendation
    Not applicable.
# Community Development Advisory & Occasional Committee Minutes

## Community Capacity Building

**Reference No & Subject:** CCB-015/10 Rockingham Education & Training Advisory Committee  
**File No:** CSV/1522  
**Author:** Ms Sally Lewis, Community Development Officer  
**Other Contributors:**  
**Date of Committee Meeting:** 8 December 2010  
**Terms of Reference:**  
To facilitate collaboration between key stakeholders to best identify and meet the lifelong educational needs of the Rockingham community.  
**Composition:**  
2 Councillors, 10 Community Members  
Executive Support – Community Development Division  
Community Capacity Building Team  
**Disclosure of Interest:**  
Nature of Council’s Role in this Matter: Executive Function  
**Attachments:** Minutes of Meeting held on 10 November 2010

### 1. Receipt of Minutes

That Council receive the minutes of Rockingham Education and Training Advisory Committee Meeting held on 10 November 2010.

### 2. Recommendations to Standing Committee

Nil.

### 3. Committee Recommendation

That Council **RECEIVE** the minutes of Rockingham Education and Training Advisory Committee Meeting held on 10 November 2010.

Committee Voting – 4/0

### 4. The Committee’s Reason for Varying the Officer’s Recommendation

Not applicable.
5. **Implications of the Changes to the Officer’s Recommendation**

Not applicable.
## Community Safety

### Community Development Advisory & Occasional Committee Minutes

#### Reference No & Subject:

<table>
<thead>
<tr>
<th>File No:</th>
<th>CSA-005/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Author:</td>
<td>COM/55</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Ms Genevieve Rowles, Manager Community Safety</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>8 December 2010</td>
</tr>
<tr>
<td>Terms of Reference:</td>
<td>To oversee the all of Council approach to crime prevention and community safety.</td>
</tr>
<tr>
<td>Composition:</td>
<td>3 Councillors, 9 Community Members</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Community Development Division – Community Safety Team</td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Minutes of Meeting held on 11 November 2010</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
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</tbody>
</table>

### 1. Receipt of Minutes

That Council receive the minutes of the City Safe Advisory Committee Meeting held on 11 November 2010.

### 2. Recommendations to Standing Committee

#### 2.1 Recommendation 1: Rockingham Community Barbecue Project

The City Safe Advisory Committee discussed a proposal to introduce the concept of community barbecues throughout Rockingham with the aim of fostering community spirit, participation, ownership and social connections, thereby increasing safety, active ageing and health and wellbeing. The program would be launched on 30 March 2011 and be sponsored by Bunnings Warehouse and other funding bodies.
Advisory Committee Recommendation:
That Council ENDORSE the Rockingham Community Barbecue Project.

**Implications to Consider**

<table>
<thead>
<tr>
<th>Category</th>
<th>Implications</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Strategic</td>
<td>Nil</td>
</tr>
<tr>
<td>b. Policy</td>
<td>Nil</td>
</tr>
<tr>
<td>c. Financial</td>
<td>Funds are available within the current financial year budget.</td>
</tr>
<tr>
<td>d. Legal and Statutory</td>
<td>Nil</td>
</tr>
<tr>
<td>e. Voting Requirements</td>
<td>Simple Majority</td>
</tr>
</tbody>
</table>

**Officer Comments & Recommendation if Different to Committee Recommendation**
Not applicable.

**3. Committee Recommendation**
That Council
1. RECEIVE the minutes of the City Safe Advisory Committee Meeting held on 11 November 2010.
2. ENDORSE the Rockingham Community Barbecue Project.

Committee Voting - 4/0

**4. The Committee’s Reason for Varying the Officer’s Recommendation**
Not applicable.

**5. Implications of the Changes to the Officer’s Recommendation**
Not applicable.
<table>
<thead>
<tr>
<th>13.</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>14.</td>
<td><strong>Addendum Agenda</strong></td>
</tr>
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<td></td>
<td>Nil.</td>
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<tr>
<td>15.</td>
<td><strong>Motions of which Previous Notice has been Given</strong></td>
</tr>
<tr>
<td></td>
<td>Nil.</td>
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<tr>
<td>16.</td>
<td><strong>Notices of Motion for Consideration at the Following Meeting</strong></td>
</tr>
<tr>
<td></td>
<td>Nil.</td>
</tr>
<tr>
<td>17.</td>
<td><strong>Urgent Business Approved by the Person Presiding or by Decision of the Committee</strong></td>
</tr>
<tr>
<td></td>
<td>Nil.</td>
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<tr>
<td>18.</td>
<td><strong>Matters Behind Closed Doors</strong></td>
</tr>
<tr>
<td></td>
<td>Nil.</td>
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<tr>
<td>19.</td>
<td><strong>Date and Time of Next Meeting</strong></td>
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<tr>
<td></td>
<td>The next Community Development Standing Committee Meeting will be held on <strong>Monday 7 February 2011</strong> in the Committee Room 1, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.</td>
</tr>
<tr>
<td>20.</td>
<td><strong>Closure</strong></td>
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<td></td>
<td>There being no further business, the Chairman thanked those persons present for attending the Community Development Standing Committee meeting, and declared the meeting closed at 5:08pm.</td>
</tr>
<tr>
<td>21.</td>
<td><strong>Attachments</strong></td>
</tr>
<tr>
<td></td>
<td>Nil.</td>
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</tbody>
</table>