MINUTES
Corporate and Community Development Committee Meeting
Held on Tuesday 19 May 2015 at 4:00pm
City of Rockingham Boardroom
## CONTENTS

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<td>CD-018/15</td>
<td>Draft Community Safety Strategy 2015-2020</td>
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<tr>
<td>CD-019/15</td>
<td>Recommendation from the City Safe Advisory Committee Meeting held on 9 April 2015</td>
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<tr>
<td>CD-020/15</td>
<td>Draft Community Grants Program (CGP) Policy</td>
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<tr>
<td>CD-021/15</td>
<td>Draft Enclosed Off-Leash Dog Exercise Area – Needs and Feasibility Study</td>
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<tr>
<td>CD-022/15</td>
<td>Sports Facilities Provision Policy</td>
</tr>
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<td>CD-023/15</td>
<td>Draft Closed Circuit Television (CCTV) Policy</td>
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<td>13.</td>
<td>Reports of Councillors</td>
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<td>Addendum Agenda</td>
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<td>Title</td>
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<td>15.</td>
<td>Motions of which Previous Notice has been Given</td>
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<td>16.</td>
<td>Notices of Motion for Consideration at the Following Meeting</td>
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<td>17.</td>
<td>Urgent Business Approved by the Person Presiding or by Decision of the Committee</td>
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<td>18.</td>
<td>Matters Behind Closed Doors</td>
</tr>
<tr>
<td>19.</td>
<td>Date and Time of Next Meeting</td>
</tr>
<tr>
<td>20.</td>
<td>Closure</td>
</tr>
</tbody>
</table>
City of Rockingham  
Corporate and Community Development  
Committee Meeting Minutes  
Tuesday 19 May 2015 - Council Boardroom

1. **Declaration of Opening**

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

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

2.1 **Councillors**

<table>
<thead>
<tr>
<th>Councillor</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cr Leigh Liley</td>
<td>Chairperson</td>
</tr>
<tr>
<td>Cr Matthew Whitfield</td>
<td></td>
</tr>
<tr>
<td>Cr Barry Sammels (Mayor)</td>
<td></td>
</tr>
<tr>
<td>Cr Joy Stewart</td>
<td></td>
</tr>
<tr>
<td>Cr Justin Smith (from 4:02pm)</td>
<td></td>
</tr>
<tr>
<td>Cr Chris Elliott</td>
<td>Deputy for Cr J Smith (4:00pm to 4:02pm)</td>
</tr>
</tbody>
</table>

2.2 **Executive**

<table>
<thead>
<tr>
<th>Executive</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr Andrew Hammond</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>Mr John Pearson</td>
<td>Director Corporate Services</td>
</tr>
<tr>
<td>Mr John Woodhouse</td>
<td>Director Legal Services and General Counsel</td>
</tr>
<tr>
<td>Mr Michael Holland</td>
<td>Director Community Development</td>
</tr>
<tr>
<td>Mr Ben Searcy</td>
<td>Manager Human Resource Development</td>
</tr>
<tr>
<td>Ms Karin Strachan</td>
<td>Manager Strategy Coordination</td>
</tr>
<tr>
<td>Ms Vanisha Govender</td>
<td>Manager Financial Services</td>
</tr>
<tr>
<td>Mr Ashley Pittard</td>
<td>Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Mrs Jillian Obiri-Boateng</td>
<td>Manager Community Support and Safety Services</td>
</tr>
<tr>
<td>Mr Nick Brown</td>
<td>Manager Community and Leisure Facilities</td>
</tr>
<tr>
<td>Ms Jane Elton</td>
<td>Manager Community Capacity Building</td>
</tr>
<tr>
<td>Ms Alison Oliver</td>
<td>Manager Library and Information Services</td>
</tr>
<tr>
<td>Mr Peter Melling</td>
<td>Manager Investment Attraction</td>
</tr>
<tr>
<td>Mr Peter Varris</td>
<td>Manager Governance and Councillor Support</td>
</tr>
<tr>
<td>Ms Julia Dick</td>
<td>Coordinator Special Projects</td>
</tr>
<tr>
<td>Mr Lee Battersby</td>
<td>Coordinator Cultural and Arts Development</td>
</tr>
<tr>
<td>Mr Matthew Emmott</td>
<td>Community Infrastructure Planning Officer</td>
</tr>
<tr>
<td>Ms Sue Langley</td>
<td>Governance Coordinator</td>
</tr>
<tr>
<td>Mrs Diane Zanre</td>
<td>PA to Director Community Development</td>
</tr>
</tbody>
</table>

2.3 **Members of the Gallery:** 1

2.4 **Apologies:** Nil

2.5 **Approved Leave of Absence:** Nil


<table>
<thead>
<tr>
<th>3.</th>
<th>Responses to Previous Public Questions Taken on Notice</th>
<th>Nil</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.</td>
<td>Public Question Time</td>
<td>4:01pm The Chairperson invited members of the Public Gallery to ask questions. There were none.</td>
</tr>
<tr>
<td>5.</td>
<td>Confirmation of Minutes of the Previous Meeting</td>
<td>Moved Cr Sammels, seconded Cr Stewart: That Committee CONFIRM the Minutes of the Corporate and Community Development Committee Meeting held on 21 April 2015, as a true and accurate record. Committee Voting – 5/0</td>
</tr>
<tr>
<td>6.</td>
<td>Matters Arising from the Previous Minutes</td>
<td>Nil</td>
</tr>
<tr>
<td>7.</td>
<td>Announcement by the Presiding Person without Discussion</td>
<td>4:01pm 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.</td>
</tr>
<tr>
<td>8.</td>
<td>Declarations of Members and Officers Interests</td>
<td>4:02pm Cr J Smith joined the meeting.</td>
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<td>Nil</td>
</tr>
</tbody>
</table>
11. **Bulletin Items**

**Corporate and General Management Services Information Bulletin – May 2015**

**Corporate Services**

1. Corporate Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Retention and Disposal Project
   3.2 Integrated team plan and risk management module
   3.3 Mobile Computing – Infringements
   3.4 Authority Mobile – Asset Management / Inspections
   3.5 Purchasing Card Module
   3.6 Online Application Lodgement System – RockinghamAnytime
   3.7 Intranet Redevelopment
   3.8 Closed-Circuit Television (CCTV) – Stage 2
   3.9 Closed-Circuit Television (CCTV) – Stage 3
   3.10 Service Management Processes
   3.11 Replacement of DC1 and DC2 Servers and VMware Upgrade
   3.12 Upgrade to System Centre Configuration Manager (SCCM)
   3.13 IntraMaps 8 Upgrade
   3.14 Implement Radio Frequency Identification (RFID) Safety Bay Library
   3.15 Integrate Security Access Control Systems
   3.16 Implement DC1/DC2 configuration as per Business Continuity Plan requirements
   3.17 WiFi – Main Administration
   3.18 Bushfire Mitigation System Upgrade

**Information Items**

4. Change of Basis of Rates April 2015
4.2 List of Payments April 2015
4.3 Delegated Written Notification of Successful Tender
4.4 Delegated Approval of Tenders by CEO
4.5 Rockingham Aquatic Centre
4.6 Rockingham Child Care Service
4.7 Autumn Centre
4.8 Warnbro Community Recreation Centre
4.9 Mike Barnett Sports Complex
4.10 Aqua Jetty
4.11 Gary Holland Community Centre
4.12 Lease Management
4.13 Land Management

**Governance and Councillor Support**

1. Governance and Councillor Support Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   4.1 Legislative Compliance Projects
   4.2 Global Friendship
   4.3 Freedom of Information (FOI) Requests
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 Leadership and Management Programme
   3.4 Values Programme
   3.5 Occupational Safety and Health Programme
   3.6 People with Disability Employment Project
   3.7 Online Learning Management Systems
   3.8 Health Surveillance Project 19
4. Information Items
   4.1 Recruitment and Onboarding
   4.2 Occupational Safety and Health Statistics

Strategy and Corporate Coordination
1. Strategy Coordination Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Update of Climate Change Response Strategy and implementation of Key Actions
   3.2 Risk Management Training and Printing
   3.3 Community Engagement Framework
   3.4 Re-development of Strategic Community Plan
   3.5 Implementation and printing of 2015-2025 Strategic Community Plan
4. Information Items
   4.1 Annual Customer Satisfaction Survey
   4.2 Coordinating the development of a 10 year minor infrastructure plan
   4.3 5th Generation Team Plans
   4.4 Coordinating the implementation of a Development Contribution Scheme
   4.5 City Scoreboard
   4.6 Roll-out of Risk Analysis Framework
   4.7 Social Media
   4.8 Media Tracking
   4.9 Other initiatives that the Strategy and Corporate Communications team is involved with

Investment Attraction
1. Investment Attraction Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Regional Leadership Forums
   3.2 Business Improvement District Feasibility
   3.3 City Centre Marketing Plan
   3.4 Online Forecasting Tool
4. Information Items
   4.1 Retail Trading Hours Survey
   4.2 Tourism Workshops in July
   4.3 AHICE Hotel Conference in Melbourne
| 4.4 | Economic Benefit Study – Foreshore Master Plan |
| 4.5 | FORM |
| 4.6 | Curtin University Visit – Built Form (Architecture) Masters Students |
| 4.7 | Housing Authority |
| 4.8 | EastCourt |

**Legal Services & General Counsel**

1. Legal Services & General Counsel Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   - Provision of Legal Advice
   - Legal Advice – Local Government Operational Matters
   - Documentation
   - SAT (State Administrative Tribunal) Matters
   - Oversight of Systems and Documentation
4.4 UDIA – Hot Topics Breakfast – “Making the most of evolving R-Code opportunities”
4.5 Law Society – In-house/Government Lawyers Committee Meeting
4.6 Training – Introduction to Local Government

**Committee Recommendation**

**Moved Cr J Smith, seconded Cr Stewart:**

That Councillors acknowledge having read the Corporate and General Management Services Information Bulletin – May 2015 and the content be accepted.

**Committee Voting – 5/0**

**Community Development Information Bulletin – May 2015**

**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 Project
   - 3.3 Rockingham Connect
4. Information Items
   - 4.1 Youth Services
   - 4.2 Community Safety

**Library Services**

1. Library Services Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   - 4.1 March 2015 Library Services Statistics
   - 4.2 Mary Davies Library and Community Centre
   - 4.3 Safety Bay Library
   - 4.4 Warnbro Community Library
### Community Infrastructure Planning

1. Community Infrastructure Planning Team Overview
2. Human Resource Update
3. Project Status Reports
   - Coastal South Sporting Infrastructure Assessment
   - Baldvis Library and Community Centre
   - Regional Cycling Facilities Feasibility Study
   - Golden Bay Primary School – Shared Use Open Space Development and Agreement
   - Secret Harbour Surf Life Saving Club Redevelopment (SHSLSC)
   - Baldvis Primary School Shared Use Reserve
   - Lot 1507 Active Public Open Space Development
   - Baldvis District Sporting Complex Feasibility Study and Concept Plans
   - Rockingham Youth Venue – Feasibility Planning
   - Public Open Space and Community Purpose Site Strategy
   - Secret Harbour Community Library – Feasibility Study and Concept Plan
   - Sport Reserve Floodlighting Program
   - Aquatic Facilities Strategy
   - Community Infrastructure Plan
   - Rhonda Scarrott Reserve Master Plan Implementation
   - Laurie Stanford Reserve Master Plan Implementation
   - Play Space Strategy
   - Reserve and Open Space Master Plans
   - Dog Exercise Areas
   - Karnup Community Infrastructure Plan

4. Information Items
   - Infrastructure Planning and Development Grants 2014/2015
   - Inclusive Play Space

### Community Capacity Building

1. Community Capacity Building Team Overview
2. Human Resource Update
3. Project Status Reports
   - New Year’s Eve Celebration 2014
   - Australia Day Celebrations 2015
   - Community Grants Program (CGP)
   - Youth Encouragement Award (YEA)
   - Infrastructure Planning and Development Grants (IPDG)
   - Disability Access and Inclusion Plan (DAIP)
   - Christmas Decorations Program
   - Murdoch Partnership Agreement
   - Reconciliation Action Plan (RAP)

4. Information Items
   - Seniors
   - Learning City Strategy
   - Cultural and Linguistically Diverse (CaLD)
   - Place Activation/Sponsor Recognition
CONFIRMED AT A CORPORATE AND COMMUNITY DEVELOPMENT MEETING HELD ON TUESDAY, 16 JUNE 2015

PRESIDING MEMBER

4.5 Youth Development
4.6 Sport and Recreation
4.7 Cultural Development and the Arts
4.8 Outdoor Event Applications

Committee Recommendation

Moved Cr J Smith, seconded Cr Stewart:
That Councillors acknowledge having read the Community Development Information Bulletin – May 2015 and the content be accepted.

Committee Voting – 5/0
12. Agenda Items

Corporate Services

Corporate Services

Financial Services

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CS-014/15 Quarterly Budget Review – April 2015</th>
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<tbody>
<tr>
<td>File No:</td>
<td>FLM/17-05</td>
</tr>
<tr>
<td>Risk Register No:</td>
<td>152</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Mrs Vanisha Govender, Manager Financial Services</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Wayne Smith, Coordinator Financial Services</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>19 May 2015</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td></td>
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<tr>
<td>Previously before Council:</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<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 present the April 2015 Budget Review for Council’s consideration and to seek Council’s authorisation of the budget amendments arising from the review.

Background

The City of Rockingham undertakes budget reviews to monitor its financial performance against the annual budget and to review projections to the end of the financial year. This review also determines which projects will be carried over to the next budget cycle, namely the 2015/2016 Budget. Three budget reviews are presented in the year: September 2014, February 2015 and April 2015. Any variations to the annual budget arising from the review process are presented for Council’s consideration and authorisation.
Details

The April 2015 Budget Review includes details of transactions during the July 2014 - April 2015 period and adjustments and carry forwards required to the annual budget. The document includes the following information:

1. Summary of Budget Position
2. Summary of Major Budget Amendments
3. Summary of Projects Carried Forward
4. Detailed Statement of Revenue and Expenditure by Department

Implications to Consider

a. Consultation with the Community
   Not Applicable

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 C: Quality Leadership

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

d. Policy
   Nil

e. Financial
   The overall effect of the various budget amendments and carry forwards is an anticipated surplus of $13.54 million, of which $13.74 million is committed to programmed works and projects, leaving a deficit of $270,080. This surplus however is subject to any changes required to the opening position as a result of the audit process.

f. Legal and Statutory
   This budget review is performed as a matter of good governance and is not required by legislation.

g. Risk
   Risk Implications of Implementing Officer Recommendation
   Nil

   Risk Implications of Not Implementing Officer Recommendation
   High:
   - The City is not able to deliver services/projects required

Comments

The main budget amendments proposed in the Budget Review are summarised in the April 2015 Budget Review attachment under the Summary of Major Amendments.
Funds of $13.74 million have been carried forward for works and projects not expected to be completed by the end of June 2015. These projects are summarised in the April 2015 Budget Review attachment under Summary of Carry Forwards. As such, the City has a predicted closing balance of $13.54 million, of which $270,080 is a deficit.

The final surplus/deficit is dependent on the amount of incomplete works at the end of the financial year and will be finalised during the preparation and audit of the Annual Financial Statements.

Some of the highlights of the review include:

Operating Expenditure has increased due to an anticipated increase in operating expenditure from Millar Road Landfill Operation and Recycling Operations.

Operating Revenue has increased due to an increase in expected income from Sanitation and Waste Services, increased income from Engineering Supervision fees and an increase in grant monies from Main Roads (Roads to Recovery grant).

Non Operating Revenue has decreased as a result of the loans for the Secret Harbour Surf Life Saving Club being eliminated due to savings incurred from the budget amendments and the loan for the Baldivis Sporting Complex land not being required.

Non Operating Expenditure has been reduced as a result of the change in strategy of obtaining the land for the Baldivis Sporting Complex.

**Voting Requirements**

Absolute Majority

**Officer Recommendation**

That Council:

1. **ADOPT** the April 2015 Budget Review; and
2. **AMEND** the budget accordingly.

**Committee Recommendation**

Moved Cr Sammels, seconded Cr Whitfield:

That Council:

1. **ADOPT** the April 2015 Budget Review; and
2. **AMEND** the budget accordingly.

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

This report is written to endorse proposed rates in the dollar for the 2015/2016 financial year to allow for public advertising to commence.

Background

The City’s Business Plan that has been adopted indicates the level of rates needed to service current and future City requirements. This plan provided detailed financial information for the City which gave clarity to rate changes needed. The City Business Plan indicated the need to generate $71.33 million in rates in the 2015/2016 financial year.

The new yield from all rates for the 2015/2016 year is projected to be some $70.93 million excluding any specified area rates associated with Harrington Waters. A further $400,000 is anticipated to be received in interim rates. All money from rates is used across a wide array of services.

Details

The proposed rating methodology is to apply differential rates for the 2015/2016 financial year in accordance with Section 6.36 of the Local Government Act 1995 as follows:

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CS-015/15 Rating Methodology – 2015/2016 Financial Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>RTV/11</td>
</tr>
<tr>
<td>Risk Register No:</td>
<td>89</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Mr John Pearson, Director Corporate Services</td>
</tr>
<tr>
<td>Author:</td>
<td></td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>19 May 2014</td>
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<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>
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<tr>
<td>Site:</td>
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<tr>
<td>Lot Area:</td>
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<td>Attachments:</td>
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<tr>
<td>Maps/Diagrams:</td>
<td>Rates Modelling Summary</td>
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</tbody>
</table>
Gross Rental Valuation (GRV) Properties
Properties rated on a GRV basis make up approximately 99.4% of the total rates levied and have been classified into the following rate categories:

GRV - Residential
A differential general rate of 6.52 cents in the dollar applies to Residential land.
Residential land means any land used, or designed, or adapted for use, for the purpose of a dwelling and includes vacant land within the Residential, Rural, Special Rural, Special Residential, Commercial, District Town Centre, Primary Centre Waterfront Village, Primary Centre Urban Village and Primary Centre City Centre zones under the City of Rockingham Town Planning Scheme No. 2.
Dwelling has the meaning given to it in the City of Rockingham Town Planning Scheme No. 2.
The rate applied to GRV-Residential is the differential general rate used as the basis on which the other GRV rate categories are calculated. The GRV-Residential rate is an increase of 9.8% over the 2014/2015 rate in the dollar. Residential properties make up approximately 97% of the total GRV rates levied.

GRV - Non Residential
A differential rate of 7.824 cents in the dollar applies to Non Residential land.
Non Residential land means all land other than Residential land.
The City has implemented a 20% differential rate on Non Residential properties to assist in the cost of infrastructure specifically designed to support the non residential sector. This includes construction of major infrastructure and roads specifically designed to form major traffic thoroughfares. Non Residential properties make up approximately 3% of the total GRV rates levied.

GRV - Minimum Rate
It is proposed that the minimum rate on all GRV properties be increased from $949 to $1043 for the 2015/2016 year.

Unimproved Valuation (UV) Properties
Properties rated on a UV basis make up approximately 0.6% of the total rates levied and have been classified into the following rate categories:

UV - Improved
A general rate of 0.1 cents in the dollar applies to all UV land. UV land generates approximately 0.6% of rate yield. The UV-Improved rate is an increase of 3.1% on the 2014/2015 rate in the dollar.

UV - Minimum Rate
It is proposed that the minimum rate for all UV properties be increased from $480 to $499 for the 2015/2016 year.
CONFIRMED AT A CORPORATE AND COMMUNITY DEVELOPMENT MEETING HELD ON TUESDAY, 16 JUNE 2015

PRESIDING MEMBER

Rates Modelling Summary

<table>
<thead>
<tr>
<th>Gross Rental Values (GRV)</th>
<th>Values OVER MIN.</th>
<th>Values ON MIN.</th>
<th>No of Minimums</th>
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<tbody>
<tr>
<td>Residential</td>
<td>557,486,909</td>
<td>266,068,647</td>
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<tr>
<td>Residential Rural Improved</td>
<td>7,095,504</td>
<td>204,590</td>
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<tr>
<td>GRV Non Residential</td>
<td>98,729,128</td>
<td>250,824</td>
<td>26</td>
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<tr>
<td>Business</td>
<td>33,032,555</td>
<td>1,323,481</td>
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<td>976,024,972</td>
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<th>Proposed Rate in $</th>
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<th>Yield from Rate in $</th>
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<tr>
<td>Rates Modelling - PROJECTED YIELDS - 2015/16 - Also compared to Prior Year</td>
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<td>2015/2016</td>
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<tr>
<td>Values - Rate Levy</td>
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<td>2014/2015 Year</td>
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<tr>
<td>Values</td>
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<td>Rate in $ Minimum</td>
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<td>Charges</td>
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<td>Yields</td>
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<table>
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<tr>
<th>UV Improved</th>
<th>Values OVER MIN.</th>
<th>Values ON MIN.</th>
<th>No of Minimums</th>
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<td>Improved</td>
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<td>Urban Farm Land</td>
<td>32,960,000</td>
<td>6,585,000</td>
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<tr>
<td>UV Vacant</td>
<td>259,610,000</td>
<td>12,127,750</td>
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<td>398,770,000</td>
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<td></td>
<td>64,473,796</td>
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<td>76,890,812</td>
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Rates Modelling Summary - NEW PROPOSED
Implications to Consider

a. Consultation with the Community
   Nil at this stage. Advertising of rate differentials will be in accordance with section 6.36 of the Local Government Act 1995. The community has an opportunity to provide comment during this advertising process.

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

d. Policy
   Nil

e. Financial
   The endorsement of the proposed rates for 2015/2016 is anticipated to yield approximately $70.93 million. This is in line with what was required to be yielded from City Business Plan calculations.
   The City has received a rates revaluation from Landgate adjusting the land valuations for UV properties. UV properties are revalued annually whereas GRV properties are revalued every three years.

f. Legal and Statutory
   Adoption of rates occurs as part of the budget adoption, which is proposed to occur in June 2015. This report proposes to endorse the rate levels at this time for the purposes of public advertising.
   It is a requirement under section 6.36 of the Local Government Act 1995 that where a Council elects to utilise differential rates then it shall advertise its intention to do so, and call for submissions for a period of least 21 days before any further action occurs. Further, in accordance with Section 6.33 (3) of the Local Government Act 1995, ministerial approval will be required to impose a differential rate that is more than twice the lowest differential general rate imposed. With proposed rates presented for endorsement by Council at this meeting, ministerial approval will not be required.


g. Risk
   Risk Implications of Implementing Officer Recommendation
   Nil
   Risk Implications of Not Implementing Officer Recommendation
   High:
   - Non compliance with relevant legislation
Comments

City staff have presented to Council a long term City Business Plan that integrates suitable financial models. The plan indicates the need to spend significant resources on asset preservation and creation of new infrastructure to support growing populations. There are expectations by the community that the Council will act in a wide variety of fields; in the majority of cases this involves additional costs.

It should be noted that it is proposed to increase the rates by a net 7%, in line with Business Plan predictions. A further 2.8% increase in rates is necessary to accommodate the transfer of charging methodology for the Community Safety Service from an individual service charge on each property to being charged as part of the normal municipal rate. The net financial impact on each ratepayer will remain a 7% increase. The community safety patrol service, in line with the new Community Safety Strategy will continue along with a range of other community safety initiatives. Full details and justification of this change in rating methodology will be explained as part of the City’s normal community awareness program when the rates notices are distributed.

Voting Requirements

Simple Majority

This is all that is required as the matter is merely an endorsement for the purposes of public advertising. The formal adoption of rates is part of the budget resolutions.

Officer Recommendation

That Council ENDORSE for the purpose of public comment the following rates in the dollar and minimum rates for the 2015/2016 financial year:

Gross Rental Valuation (GRV) Properties

GRV - Residential

A differential general rate of 6.52 cents in the dollar applies to Residential land.

Residential land means any land used, or designed, or adapted for use, for the purpose of a dwelling and includes vacant land within the Residential, Rural, Special Rural, Special Residential, Commercial, District Town Centre, Primary Centre Waterfront Village, Primary Centre Urban Village and Primary Centre City Centre zones under the City of Rockingham Town Planning Scheme No. 2. Dwelling has the meaning given to it in the City of Rockingham Town Planning Scheme No. 2.

GRV - Non Residential

A differential rate of 7.824 cents in the dollar applies to Non Residential land.

Non Residential land means all land other than Residential land.

GRV - Minimum Rate

The minimum rate on all GRV properties is $1043.

Unimproved Valuation (UV) Properties

UV - Improved

A general rate of 0.1 cents in the dollar applies to UV land.

UV - Minimum Rate

The minimum rate for all UV properties is $499.
Committee Recommendation

Moved Cr Whitfield, seconded Cr J Smith:
That Council ENDORSE for the purpose of public comment the following rates in the dollar and minimum rates for the 2015/2016 financial year:

Gross Rental Valuation (GRV) Properties

GRV - Residential
A differential general rate of 6.52 cents in the dollar applies to Residential land.
Residential land means any land used, or designed, or adapted for use, for the purpose of a dwelling and includes vacant land within the Residential, Rural, Special Rural, Special Residential, Commercial, District Town Centre, Primary Centre Waterfront Village, Primary Centre Urban Village and Primary Centre City Centre zones under the City of Rockingham Town Planning Scheme No. 2.
Dwelling has the meaning given to it in the City of Rockingham Town Planning Scheme No. 2.

GRV - Non Residential
A differential rate of 7.824 cents in the dollar applies to Non Residential land.
Non Residential land means all land other than Residential land.

GRV - Minimum Rate
The minimum rate on all GRV properties is $1043.

Unimproved Valuation (UV) Properties

UV - Improved
A general rate of 0.1 cents in the dollar applies to UV land.

UV - Minimum Rate
The minimum rate for all UV properties is $499.

Committee Voting – 4/1
Cr Stewart 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
Purpose of Report
To receive the monthly Financial Management Report for March 2015.

Background
Nil

Details
The monthly Financial Management Report includes the following:
1. Statement of Financial Activity by Program
2. Statement of Net Current Assets
3. Other schedules and charts for management information purposes.

Implications to Consider
a. Consultation with the Community
   Not Applicable

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 C:** Quality Leadership

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

d. Policy
Nil

e. Financial
Major variances (above $250,000) between budget estimates and actual results for the month to which the statement relates are shown in the supporting documentation.

f. Legal and Statutory

g. Risk
Risk Implications of Implementing Officer Recommendation
Nil

Risk Implications of Not Implementing Officer Recommendation
High:
- Non-compliance with relevant legislation

**Comments**
Any variances identified have been reviewed within the current budget review.

**Voting Requirements**
Simple Majority

**Officer Recommendation**

**Committee Recommendation**
Moved Cr Sammels, seconded Cr Stewart:

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

Council nomination of voting delegates and consideration of motions for submission to the Western Australian Local Government Association (WALGA) Annual General Meeting.

Background

The City of Rockingham is a member of WALGA and in the past Council delegates have attended the WALGA Local Government Convention (Convention) and have represented Council’s interests by voting at the WALGA Annual General Meeting (AGM) which is held in conjunction with the Convention. Council has on occasions submitted motions for consideration at the Annual General Meetings.

Details

The 2015 Convention will be held at the Perth Convention and Exhibition Centre from Wednesday 5 August to Friday 7 August 2015, with the AGM being held on the afternoon of the opening day (Wednesday 5 August 1:30 – 5:30pm).
WALGA has invited representatives from Council to attend the Convention, to nominate two (2) voting delegates for the AGM and to submit motions for consideration on the AGM Agenda.

WALGA provide the following guidelines for formulation of motions:

- Motions should focus on policy matters rather than issues which could be dealt with by the WALGA State Council with minimal delay.
- Due regard should be given to the relevance of the motion to the total membership and to Local Government in general. Some motions are of a localised or regional interest and might be better handled through other forums.
- Due regard should be given to the timeliness of the motion – will it still be relevant come the Convention or would it be better handled immediately by the Association?
- The likely political impact of the motion should be carefully considered.
- Due regard should be given to the educational value to Members – i.e. does awareness need to be raised on the particular matter?
- The potential media interest of the subject matter should be considered.
- AGM motions submitted by Member Local Governments must be accompanied by fully researched and documented supporting comment.
- Motions are to be received by WALGA in early June 2015.

### Implications to Consider

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Consultation with the Community</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>b. Consultation with Government Agencies</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>c. Strategic</td>
<td>Community Plan</td>
</tr>
<tr>
<td></td>
<td>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:</td>
</tr>
<tr>
<td>Aspiration 4:</td>
<td>Quality Leadership</td>
</tr>
<tr>
<td>Strategic Objective:</td>
<td>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.</td>
</tr>
<tr>
<td>d. Policy</td>
<td>Council Policy – Councillor Attendance at Conferences, states “All Councillors are entitled to attend Conferences held in the Perth metropolitan area and Peel region provided that no more than four (4) Councillors attend each Conference”.</td>
</tr>
<tr>
<td>e. Financial</td>
<td>Funds totalling $27,040 has been provided in the 2014-2015 budget for Councillor Development (210010.1718), and a similar provision is anticipated for the 2015-2016 budget. Past costs for attendance at the Convention have amounted to approximately $12,000. Attendance at the AGM only is free.</td>
</tr>
<tr>
<td>f. Legal and Statutory</td>
<td>Nil</td>
</tr>
</tbody>
</table>
### g. Risk

<table>
<thead>
<tr>
<th>Risk Implications of Implementing Officer Recommendation</th>
<th>Nil</th>
</tr>
</thead>
<tbody>
<tr>
<td>Risk Implications of Not Implementing Officer Recommendation</td>
<td>Nil</td>
</tr>
</tbody>
</table>

### Comments

Council has been an active participant in past at the AGM and Convention with up to three Councillors (usually the WALGA South Metropolitan Zone representatives – currently Crs Pease, Stewart and Hamblin) attending. The two voting delegates at the AGM have traditionally been the two longest service Councillors, in this case, Cr Hamblin and Cr Stewart.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council **NOMINATE** Cr _________ and Cr _________ (Cr _________ as reserve) as the voting delegates at the Western Australian Local Government Association Annual General Meeting to be held Wednesday 5 August 2015.

### Committee Recommendation

Moved Cr Sammels, seconded Cr J Smith:

That Council **NOMINATE** Cr Stewart and Cr Hamblin (Cr Pease as reserve) as the voting delegates at the Western Australian Local Government Association Annual General Meeting to be held Wednesday 5 August 2015.

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

The purpose of this report is for Council to endorse a revised and updated Occupational Safety and Health Policy for the purpose of public consultation.

Background

The Occupational Safety and Health Act (WA) 1984 (“The Act”) and the Occupational Safety and Health Regulations (WA) 1996 are the principal legislation governing occupational safety and health in Western Australian workplaces.

The Act requires that workplaces adopt a policy in relation to the provision of safe and healthy workplaces.

The Council adopted an Occupational Safety and Health Policy Statement in 2012. As part of the ongoing and regular review of policies, the Occupational Safety and Health Policy Statement has been updated into the proposed Occupational Safety and Health Policy. If adopted by Council, the Occupational Safety and Health Policy will supersede the former document (the Occupational Safety and Health Policy Statement).
The proposed Occupational Safety and Health Policy outlines the City’s commitment to occupational safety and health, and provides an overview of how the City will maintain and enhance that commitment.

The Act places certain duties of care for safety and health at the workplace on employers and employees, and also places emphasis in the duties of care on the prevention of accidents and injury or harm. Supporting documents, such as the Occupational Safety and Health Manual, assist employees in understanding those roles, responsibilities and duties with regard to safety and health with the workplace.

Supporting activities, such as the City Employee and Contractor Induction, enable employees to gain an understanding of the safety culture of the City.

The combination of Policy, documentation and activities ensure the City’s obligations under legislation are met, and provide a mechanism for regular review and continuous improvement.

The new Occupational Safety and Health Policy is proposed as follows:

**Council Policy Objective**

The purpose of this policy is to assist the Chief Executive Officer to meet his or her obligations under the Occupational Safety and Health Act (WA) 1984.

**Council Policy Scope**

This policy applies to all employees.

**Council Policy Statement**

The City of Rockingham provides and maintains a safe and healthy work environment in its workplaces in accordance with legislative obligations by ensuring:

- Implementation of safe systems and work practices
- Provision of adequate resources to enable occupational safety and health issues to be rectified in a timely manner
- Compliance with relevant aspects of the occupational safety and health legislation, regulations, associated codes of practice, guidance notes and industry standards
- Integration of occupational safety and health risk management processes into daily working operations
- Implementation of the Occupational Safety and Health management system, through the City's Occupational Safety and Health Manual, departmental occupational safety and health plans, policies, procedures and related programs.

Employees must cooperate with occupational safety and health actions taken to maintain a safe and healthy work environment. In addition, employees must take reasonable care of their own occupational safety and health and not adversely affect others in the workplace by their actions or inactions.

**Definitions**

**Employees** – includes employees, workers, volunteers, contractors and visitors.

**Legislation**

Occupational Safety and Health Act (WA) 1984
Occupational Safety and Health Regulations (WA) 1996
Workers’ Compensation and Rehabilitation Act (WA) 1981

**Other Relevant Policies/ Key Documents - Internal**
Occupational Safety and Health Manual
Injury Management Procedure
Safe Work Method Statements, relevant to work practices
Employee Induction and Orientation
Contractor Induction
Accident/Incident Report Form

Other Relevant Policies/ Key Documents - External
Codes of Practice, relevant to work areas and work practices
Australian Standards, relevant to work areas and work practices
2B Workers’ Compensation form

Responsible Division
General Management Services

Review Date
1 May 2016

**Implications to Consider**

a. **Consultation with the Community**
   The Draft Policy will be advertised for public comment in accordance with the requirements of Council’s Policy Framework.

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**
   This Policy has been drafted in accordance with Council’s Policy Framework and is classified as a ‘legislative’ Policy.

e. **Financial**
   Covered in existing budgets.

f. **Legal and Statutory**
   The proposed Occupational Safety and Health Policy complies with the requirements of the *Occupational Safety and Health Act 1984.*

g. **Risk**
   **Risk Implications of Implementing Officer Recommendation**
   Nil
   **Risk Implications of Not Implementing Officer Recommendation**
   Medium
   - Non compliance with legislative requirements.
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<th>Comments</th>
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<tbody>
<tr>
<td><strong>Voting Requirements</strong></td>
<td>Simple Majority</td>
</tr>
<tr>
<td><strong>Officer Recommendation</strong></td>
<td>That Council <strong>ENDORSE</strong> the Occupational Safety and Health Policy for the purpose of public consultation.</td>
</tr>
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</table>
| **Committee Recommendation** | Moved Cr Sammels, seconded Cr Stewart:  
That Council **ENDORSE** the Occupational Safety and Health Policy for the purpose of public consultation.  
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 |
Ms Elton, Manager Community Capacity Building left the meeting.

Community Development

Community Support and Safety Services

Reference No & Subject:
- CD-018/15
- Draft Community Safety Strategy 2015-2020

File No:
- CSV/2511-02

Risk Register No:
- 150

Proponent/s:
- Ms Jillian Obiri-Boateng, Manager Community Support and Safety Services

Other Contributors:
- Mr Michael Holland, Director Community Development

Date of Committee Meeting:
- 19 May 2015

Previously before Council:

Disclosure of Interest:

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

Site:

Lot Area:

Attachments:
- Draft Community Safety Strategy

Maps/Diagrams:
- Draft Community Safety Strategy

Purpose of Report


Background

Council adopted the City of Rockingham Strategic Community Plan at the 25 November 2014 meeting. The outcomes from a series of Planning for the Future workshops identified the vision and aspirations which form the basis of the Plan. In order to achieve the community’s vision and aspirations, Community Plan Strategies are required to be developed and approved by Council. With two aspirations identified within the Community Plan in relation to safety the need for a Community Safety Strategy was identified.
The City implemented the concept of a Community Safety team in 2005. In 2008 a dedicated Manager Community Safety was employed delivering a variety of community development projects and programs as well as Rangers Services and Emergency Services. The provision of an externally managed Community Safety patrol was initiated five years ago. Following an internal review Rangers and Emergency Services moved to the Health Services team in 2014. This enabled a much clearer understanding of what Community Safety could mean to the city and the development of a Community Safety Strategy commenced. The need for a Community Safety Strategy was further emphasised by the 2014 Customer Satisfaction Survey outcomes which indicated Safety programs were used often and very often by only 10% of the community, but were considered to be of high or extremely high importance by 73% of the community. This indicates the need for programmes in line with community consultation. Additionally the snapshot of overall outcomes included community safety within the areas to focus on improving.

Details

Community safety is a difficult subject to describe and to gauge in terms of community understanding, of what it means to people. Community consultation was undertaken to determine this and thus inform the development of a Community Safety Strategy. The content of the Strategy, including key elements and key actions were identified based on desk top research and the outcomes from a number of community consultations. The consultation process included 1,000 responses to the Community Safety Strategy survey, the 700 plus responses to the Community Safety Service review, the ‘planning for the future’ workshops that informed the Strategic Community Plan and the outcomes of this year’s Customer Satisfaction surveys.

The Executive summary reflects all these outcomes as follows:

The work of local government is about supporting a positive quality of life for its residents with a positive perception of being safe in the community central. The City of Rockingham’s approach to community safety has traditionally been based on the development, review and regular updating of Crime Prevention Plans as described by the Office of Crime Prevention (OCP). These plans have focused on environmental, situational and social crime prevention. The plans have not discussed or described community safety, but essentially have been a list of actions ascribed to various divisions and departments within the City, other community stakeholders and West Australian Police (WAPOL).

In 2004, the City signed a local government partnership agreement with the OCP and developed the 2006 – 2008 Community Safety Crime Prevention Plan. The City has continued to review and develop new Plans every two years with a prime focus on the prevention of crime. Little attention was paid to perception of safety.

The Plans have been the responsibility of the City’s Community Safety section, previously known as City Safe up until April 2014 comprised of Rangers, Emergency Services, Security and Community Development Officers.

In 2014, the compliance based sections of Community Safety, including Rangers and Emergency Services were transferred to Health Services and Security to Asset Maintenance. This has enabled what is now the Community Support and Safety Services section to focus on purely community safety initiatives from a community capacity building perspective. At this time the section’s tagline of ‘Community safety starts with you’ was identified as a way to assist the community to take ownership of initiatives and awareness campaigns to increase their own safety.

Research at an international, national and state level indicates that provision of Community Safety Patrols as a visible surveillance mechanism can increase both perception of safety at community level and reporting of anti-social behaviour. The community consultation undertaken for the Strategy found that the community valued a safety service capable of quality surveillance, but there was dissatisfaction with the current externally managed approach.

The transition of a community safety patrol would allow the development of a visible, responsive and flexible service to the Rockingham community. Vivid car design and noticeable external cameras sends a message that inappropriate behaviour can be seen and reported. Educating the community about the ability of a community safety patrol to record and retain evidence footage as
well as direct stream evidence footage to Police when required can impact positively on the community’s perception of both their own safety and the service.

Engaging with the community to build an understanding of where local government can impact community safety and what lies in the province of the Police is one of the challenges of building a safe community. Working towards this understanding depends on identifying the key elements that will lead to a community that feels safer, has a higher perception of safety. The key elements also need to reflect the outcomes defined by the relevant aspirations identified within the City of Rockingham Community Strategic Plan 2015-2025

In order to meet these aspirations, the City needs to build a connected and active community where people feel safe to participate in community life through the delivery of education and experiences regarding safe behaviour across all settings in ways that are accessible and meaningful. The City needs to build partnerships that provide safe opportunities in the City’s places, spaces and venues both indoor and out for people to live, work and play through a focus on preventative education. The City needs to empower the community to take responsibility for increasing communication and safe behaviours from early years through to older years as a way to build a community that feels safe. The City needs to provide tools and knowledge regarding safety awareness education with the view to build and embed a more positive perception of safety within the community. The City needs to provide Community Safety Patrols and a CCTV approach that is flexible, responsive and visible.

For the City to work towards this vision the Strategy has been based on research at international, national and state levels combined with the outcomes of the community consultation. This process led to the development of the following key elements:

**Community Connection and Awareness:** build connection and awareness between people at both the neighbourhood and community level, so that people feel confident they are not alone, that they are part of the community.

**Community Engagement and Education:** engage the community through educational activities designed to build knowledge regarding strategies that can increase their safety, and to empower their ownership of safety at a personal and community level.

**Community Based Surveillance:** to build a community that connects to and values a Community Safety Patrol and that takes responsibility in getting to know their neighbourhoods and community and utilises innovative technologies to increase their level of safety.

**Use of New and Emerging Technology:** identify the ongoing emergence of new and innovative technologies that can offer opportunities for improving community safety.

**Designing a Safe Community:** The City will design and manage built and natural environments which increase people’s perception of safety and have in place measures for new designs by external providers that comply with relevant rules and regulations.

Of particular importance is key element number three with its emphasis on the twin community based surveillance tools of a Community Safety Patrol and a well-managed CCTV project. The intended transition from an externally managed community safety patrol funded through a Safety levy to internal management based on rates revenue provides the City with the opportunity to develop a flexible, responsive and accessible patrol. The new patrols will focus on increasing visibility across the community and as a result this should have a positive impact on community perception of the patrol as a surveillance mechanism aimed at increasing their safety and feelings of safety.

The smooth transition of the service will depend on the ability to enter a five month contract, commencing 1 July 2015 and ending 30 November 2015 with the current contract provider. The existing service contract has unique characteristics which are provided to the City and these include dedicated and branded cars, uniforms, established KPI’s, phone numbers and reporting procedures that are all part of the delivery of the service. Due to these unique contract characteristics, it is unachievable to request a tender process to secure the services of an appropriate provider within the required timeframes to deliver the same service for such a short period of time. The extra five months will provide the City the time it needs to undertake a well-managed transition and implement the community safety patrol.
Implications to Consider

a. Consultation with the Community
   The community was consulted through a variety of mediums including community forums, and a survey sent to a random sample of 4,000 residents.

b. Consultation with Government Agencies
   Discussions with WA Police, Rockingham Station

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:** A Tourism Lifestyle
   **Strategic Objective:** Safety Appearance and Cleanliness - Attractive, appealing and welcoming foreshores, beaches and public spaces that are clean, safe and litter free.

   **Aspiration B:** A Strong Community
   **Strategic Objective:** Safety and Support - A community that feels safe and secure in home, work and leisure environments and has access to a range of effective support services and partnerships when encountering challenging or difficult times.

d. Policy
   City of Rockingham Strategic Framework Policy
   City of Rockingham Purchasing Policy

e. Financial
   The Community Support and Safety Services Team Plan 2015/16 includes the budget required to implement the identified actions within the Strategy. These amounts are subject to the budget approval processes.

f. Legal and Statutory
   Local Government Act 1995 Section 3.57 Tenders for providing goods or services, (2) Regulations may make provision about tenders. Local Government (Functions and General) Regulations 1996 Division 2 Tenders for providing goods or services (2) tenders do not have to be publically invited according to the requests of this Division if (f) the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one supplier.

g. Risk
   Risk Implications of Implementing Officer Recommendation
   Nil
   Risk Implications of Not Implementing Officer Recommendation
   High
   - Reputational risk if there is a gap in provision of a Community Safety Patrol due to short period of time to implement call for tenders for provision of the service.

Comments

Community Safety is a complex issue and many people have differing views and opinions on what it means to them. The research indicates it is essentially about the feelings of all the individuals that make up a community and how that contributes to an overall perception of how safe that community is for people to work, rest and play.
The concept of ownership of the functions surrounding community safety is often confused with the differing roles and responsibilities of a Local Government Authority and the Police. This can lead to frustration and a resultant negative impact on the perception of safety within a community. As such clarifying roles and responsibilities for the community to understand needs to be integral to any strategy addressing Community Safety. Obviously with people and their feelings central to perceptions of safety the community’s input is vital in developing a Strategy that will provide direction to the City as to the types of actions and services that could make a difference to people’s perceptions. The consultation for this Strategy identified that people wanted to be connected to their neighbourhood and to their community, wanted to see visible CCTV and Community Safety patrols on the streets, wanted to receive education in regard to local safety issues and wanted their natural and built environment to promote a feeling of being safe to enjoy public spaces and places. This led to the development of the five key elements and the actions within each key element described within the Strategy.

The contract with the current provider ends on 30 June 2015. Continued external provision of a Community Safety Service for a period of up to five months would be necessary for a successful transition to a community safety patrol.

The City’s established call for tenders process as described in the Purchasing Policy would be too protracted and complex for such a short period of service provision. Approval to not call for tenders on the basis of an established unique provider having been identified, and, delegation to the CEO to enter a new short term contract to ensure maintenance of a service through the transition period is essential, in line with the City’s Purchasing Policy and Local Government (Functions and Government) Regulations 1996, Part 4, Division 2 Tender for purchasing goods or services, Clause 11(2) (f) which states Tenders do not have to be publicly invited if:

‘the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier; or’

Overall the draft Community Safety Strategy provides clear direction in regards to building a safer City and a higher perception of safety for residents of Rockingham.

Voting Requirements

Simple Majority

Officer Recommendation

That Council:
1. **ENDORSE** the Community Safety Strategy 2015-2020 for the purposes of public comment
2. **APPROVE** the transition of the Community Safety Service from the current contract service delivery model to the Community Safety Patrol as proposed within the draft Community Safety Strategy 2015-2020.
3. **APPROVE** not calling for tenders for the provision of Community Safety Service for a period from 1 July 2015 for a period of not more than five months given that the short term transitional nature of the contract would be unlikely to attract more than one potential supplier.
4. **APPROVE** delegation of authority for the Chief Executive Officer to enter the City into a new contract with Wilson Parking Australia 1992 Pty Ltd for a period of not more than five months at a cost of $146,848.01 per month plus CPI as at 31 July 2015.

Committee Recommendation

Moved Cr Sammels, seconded Cr Stewart:
That Council:
1. **ENDORSE** the Community Safety Strategy 2015-2020 for the purposes of public comment.
2. **APPROVE** the transition of the Community Safety Service from the current contract service delivery model to the Community Safety Patrol as proposed within the draft Community Safety Strategy 2015-2020.

3. **APPROVE** not calling for tenders for the provision of Community Safety Service for a period from 1 July 2015 for a period of not more than five months given that the short term transitional nature of the contract would be unlikely to attract more than one potential supplier.

4. **APPROVE** delegation of authority for the Chief Executive Officer to enter the City into a new contract with Wilson Parking Australia 1992 Pty Ltd for a period of not more than five months at a cost of $146,848.01 per month plus CPI as at 31 July 2015.

   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 report the outcomes of research into the possible installation of a shark barrier at a City of Rockingham beach.

**Recommendations to the Corporate and Community Development Committee**

**Advisory Committee Recommendation 1: Shark Barrier Presentation**

That Council **NOT SUPPORT** the installation of a shark barrier at a City of Rockingham beach.

**Background**

Concern was expressed at the 10 July 2014 meeting of the City Safe Advisory Committee regarding the number of shark sightings off various Rockingham beaches. Discussion centred on the viability of installation of a shark barrier at an appropriate Rockingham beach location.

At the City Safe Advisory Committee meeting of 11 September 2014, the Mayor advised that the Environmental Protection Authority (EPA) refused the state government’s proposal on baited drum lines. He also provided an Eco Barriers quote for a barrier to cover an area in front of Churchill Park with costs of $220,000, for purchase and maintenance, and inspection of the barrier costed at $10,000 per year payable by the City.

At the meeting of 9 October 2014 information with regard to shark barriers was briefly discussed. The Committee sent a request for further information, research and/or action regarding the possibility of installing shark barriers to the Marine Infrastructure Advisory Committee (MIAC) who meet bi-monthly.
At the 13 November 2014 City Safe Advisory Committee meeting the response from MIAC was presented. MIAC reported it would not meet again until December 2014, and that it was unclear as to whether comment on the installation of shark barriers at Rockingham beach/es is within the terms of reference of MIAC. Following further discussion the City Safe Advisory Committee moved:

‘That Council investigate the matter of having shark barriers within the City of Rockingham and a report be placed before Council’.

This was endorsed at the 16 December 2014 1 ordinary meeting of Council.

The following research was presented to the 9 April 2015 meeting of the City Safe Advisory Committee:

Most shark attacks occur:
- In winter or spring
- In cooler water (less than 20 degrees centigrade)
- In deeper water (more than 5 metres deep)
- Offshore (more than 30 metres from coastline)
- Near marine carcasses

Further, there have been 14 fatal shark attacks in WA since 1995, with most south of the metropolitan area, and most of those south of Margaret River, predominantly involving recreational divers and surfers. There was one fatality within the City of Rockingham at Port Kennedy in 2008.

Consideration of the suitability of Rockingham beaches for installation of a shark barrier focused on the availability of amenities such as ablution blocks, parking, shade, universal access, the impact of competing uses and environmental concerns. This research identified only two beaches as possible sites; Rockingham Beach Rd/Governor Rd Car Park and Waikiki Foreshore. Installation at Governor Road could impact the offshore mussel farms, is within the area managed by the Cockburn Sound Management Council, and does not have universal access. Waikiki Foreshore is within the Shoalwater Islands Marine Park and would require permission from the Department of Parks and Wildlife (DPaW).

Additionally there are requirements regarding licences. A license to use Crown Lands and meet the requirements of the Aboriginal Heritage Act from the Department of Lands and a licence to enable the installation of a structure in the marine environment from the Department of Transport would be required. There may also be requirements from the Department of Planning.

Costs of at least $250,000 for purchase and installation of a barrier with further costs for maintenance and de-installation and re-installation seasonally would need to be budgeted. Further research in the area of insurances such as public liability would also need to be undertaken.

The following community consultations have been undertaken within Rockingham across the last twelve months with no mention of sharks or need for a shark barrier:
- Community Safety Strategy; 1,000 responses - no mention of sharks or shark barriers
- Community Plan: no mention from either survey or workshops
- Customer Satisfaction Survey: no mention
- Foreshore Master Plan: no mention

Based on the research presented and discussion within the Committee it was decided to recommend to not install a shark barrier.

---

1 Correction of typographical error.
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 A:** A Tourism Lifestyle
   **Strategic Objective:** Safety Appearance and Cleanliness - Attractive, appealing and welcoming foreshores, beaches and public spaces that are clean, safe and litter free.

   **Aspiration B:** A Strong Community
   **Strategic Objective:** Safety and Support - A community that feels safe and secure in home, work and leisure environments and has access to a range of effective support services and partnerships when encountering challenging or difficult times.

b. Policy
   Nil

c. Financial
   Nil

d. Legal and Statutory
   Nil

e. Voting Requirements
   Simple Majority

f. Risk
   
   **Risk Implications of Implementing Officer Recommendation**
   Nil

   **Risk Implications of Not Implementing Officer Recommendation**
   Nil

Officer Recommendation if Different to Advisory Committee Recommendation
Nil

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

Committee Recommendation

Moved Cr Whitfield, seconded Cr J Smith:
That Council **NOT SUPPORT** the installation of a shark barrier at a City of Rockingham beach.

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

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CD-020/15 Draft Community Grants Program (CGP) Policy</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>GRS/48</td>
</tr>
<tr>
<td>Risk Register No:</td>
<td></td>
</tr>
<tr>
<td>Proponent/s:</td>
<td></td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Michael Holland, Director Community Development</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Ms Jane Elton, Manager Community Capacity Building</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>19 May 2015</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td></td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive</td>
</tr>
</tbody>
</table>

### Purpose of Report

To seek Council endorsement of the new Community Grants Program Policy for the purpose of public comment.

### Background

Council approved the Community Grants Program Policy (CGP) in June 2010. The purpose of this Policy was to create a whole of City approach to grants. The CGP was designed to empower the community, build their capacity to become sustainable and to develop community ownership aligned to key identified areas.

In June 2011 Council approved changes to the CGP Policy to revise the Major Grants category, into the Community Infrastructure Planning and Development Grants. Council also endorsed revisions to the Travel Subsidy Donations (TSD), which had first been endorsed by Council in June 1992. Sundry donations, Minor Grants and Event Grants remained unchanged.
In March 2012 Council endorsed a Youth Encouragement Award (YEA) Policy, aimed at building the individual capacity of young people, by supporting their participation in community programs.

The new CGP Policy proposes significant amendments and incorporates all existing and new grant policies and new grant categories into the one Policy document.

## Details

The new CGP Policy is more concise and includes new grant funding programs around major event sponsorship and leased facilities which coincide with the adoption of the new Leasing Policy.

Other key changes include the development of assessment criteria by the CGP Committee.

The new Community Grants Program Policy is proposed as follows:

### Council Policy Objective

To provide financial assistance to community groups and individuals that will build capacity within the community, stimulate volunteering and youth development, and deliver sustainable, accessible and measurable social, environmental and economic benefits.

### Council Policy Scope

Funding for individuals and incorporated not for profit organisations/associations resident or based within the City of Rockingham.

### Council Policy Statement

The Community Grants Programs aims to provide assistance to individuals and incorporated associations that can deliver measureable benefits and outcomes in the following target areas:

- Community Development
- Sport and Recreation
- Economic Development
- Environment and Heritage
- Culture and the Arts
- Emergency Services

### Grant Categories

#### Minor Grants up to $3,000

Travel Subsidy – A grant of up to $300 is available to teams and $150 is available to individuals who are authorised by their association's governing body to participate in accredited interstate and international events/activities.

Youth Encouragement Grants – A grant of up to $500 is available to individuals between the ages of 12 and 18 to participate in programs and events that financial or personal circumstances would normally preclude them from.

General Grants - A grant of up to $3,000 is available to incorporated associations to assist with the delivery of programs and events that deliver outcomes and benefits to identified target areas.

Minor grants are to be considered by the CEO. Formal acquittal processes are not mandatory but may be requested if considered appropriate.

#### Major Grants up to $10,000

A grant of between $3,001 and $10,000 is available to incorporated associations to assist with the delivery of programs and events that deliver outcomes and benefits to identified target areas.

Major grants are to be considered by the Community Grants Committee and a formal grant acquittal process is required.
Major Events Sponsorship

Sponsorship of up to $20,000 per annum for up to 3 years is available to incorporated associations to assist with the delivery of events that deliver significant benefits to identified target areas. All applicants must demonstrate significant volunteer involvement and identify the City as a major sponsor.

Economic Development Events: Past evidence of a successful event in the previous calendar years that has made a significant contribution to the aims and objectives of the City’s Economic Development Strategy

Community Development Events: Past evidence of the delivery of a successful event in the previous calendar year (or years) that attracted at least 8000 people and was conducted in a strategic location that serviced a discrete geographical area. Applicants must demonstrate a legitimate and long standing association with that discrete area.

Major Events Sponsorship: Grants are to be considered by the Community Grants Committee and a formal grant acquittal process is required.

City Infrastructure Grants

Leased Property Grants: Maintenance – grants of up to $10,000 per year are available to incorporated associations that lease City owned facilities to assist with the maintenance obligations provided for in their lease.

Leased Property Grants: Rates Subsidy - a grant equal to the amount of rates levied on City properties leased to incorporated associations will be applied to those properties’ annual rate liability.

Infrastructure Planning and Development Grants (IPDG): Grants of up to $30,000 are available to assist incorporated associations in planning for the establishment, enhancement or extension of community facilities on City owned land. Up to a 50% contribution of total project cost.

Maintenance and Rate Subsidy Grants will be considered by the CEO. Infrastructure Planning and Development Grants will be considered by the Community Grants Program Committee, Corporate and Community Development Standing Committee / Council.

Funding Application Assessment Criteria

Immediately following the Council elections, election of Committees and the election of the Chair the first item of business for the Community Grants Committee is to consider and recommend funding application assessment criteria that will prevail for the forthcoming two years for Council consideration.

All decisions, including those made under delegation by the CEO will be guided by these criteria.

Community Grants Committee

The Community Grants Committee will consider applications over 3 funding rounds per annum and applying as far as are practicable one third of budgeted funds in each round. All staff recommendations to the committee must be developed by officers working within the division team that is closest aligned to the target area.

Ineligibility

State and Federal Government agencies, incorporated associations whose members derive individual benefit or financial return from their activities, individuals outside of Travel Subsidy and Youth Encouragement Grants.

Perception of Bias

In accordance with best practice public sector transparency and accountability principles, all committee members and staff who are, or have in the last three years, been a board member, committee member, executive member or life member of an association applying for funds, shall disqualify themselves from all aspects of the consideration process from receipt of application through to consideration at the Community Grants Committee.
Executive Policies and Procedures

The CEO shall ensure that executive policies and procedures are implemented that provide for the effective and equitable consideration, approval, distribution, measurement and acquittal of grant funds.

### Implications to Consider

<table>
<thead>
<tr>
<th>a.</th>
<th>Consultation with the Community</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>If endorsed, the Community Grants Program Policy will be advertised for public comment in accordance with the City of Rockingham Policy Framework.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>b.</th>
<th>Consultation with Government Agencies</th>
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<tbody>
<tr>
<td></td>
<td>Nil</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>c.</th>
<th>Strategic</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Community Plan</td>
</tr>
</tbody>
</table>

This item addresses the Community’s Vision for the future and specifically the following Aspirations and Strategic Objectives contained within the City of Rockingham Strategic Community Plan 2015-2025:

- **Aspiration A:** A Tourism Lifestyle
  - **Strategic Objective:** Investment Attraction: A strategic and focused approach to attracting major investment to the City’s coastal nodes, City Centre and inland settlements that promotes quality retail, commercial and residential development, improved civic infrastructure and leisure tourism experiences for residents and visitors.

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

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

  - 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 organisations and pursuits.

  - Safety and Support - A community that feels safe and secure in home, work and leisure environments, and has access to a range of effective support services and partnerships when encountering challenging or difficult times.

- **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.

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

d. Policy
The Community Grants Program Policy has been prepared in accordance with the City of Rockingham Policy Framework and will be publically advertised for a period of 14 days and then return to Council for final approval. If the new Community Grants Program Policy is adopted by Council in the coming months several existing policies will need to be rescinded as they are incorporated in the new Policy.

e. Financial
The Community Capacity Building Team Plan 2015/2016 includes a budget of $520,000 for the Community Grants Program and the Community Infrastructure Planning Team Plan includes a budget of $104,000 for the Infrastructure Planning and Development Grants. Council adoption of the 2015/2016 budget will facilitate the funds becoming available.

f. Legal and Statutory
Nil

g. Risk
Risk Implications of Implementing Officer Recommendation
Nil

Risk Implications of Not Implementing Officer Recommendation
Nil

Comments
The proposed CGP Policy will require the Chief Executive Officer to establish Executive Policies and Procedures and implement organisational systems that ensure the CGP is implemented effectively to ensure the community receives the benefits of this program.

Whilst creating a revised and consolidated CGP Policy, it will then be necessary to rescind the existing grant policies including, the Community Grants Program Policy (2011), Youth Encouragement Award Policy (2012) and Travel Subsidy Donation Policy (2009).

The above mentioned policies are incorporated within the new CGP Policy and by rescinding the previous policies the new CGP Policy will provide Council with a clearer position in relation to the CGP Policy. The rescinding of these policies will be aligned with the adoption of the CGP Policy in coming months.

It is believed that the new CGP Policy will improve the governance systems that are currently in place and have a positive impact on the community who are applying and securing funding to undertaken very important work that benefits the Rockingham community.

Voting Requirements
Simple Majority

Officer Recommendation

That Council ENDORSE the new Community Grants Program Policy for the purpose of public comment.
Committee Recommendation

Moved Cr Sammels, seconded Cr Whitfield:

That Council ENDORSE the new Community Grants Program Policy for the purpose of public comment subject to the following changes being implemented:

- Council Policy Scope to read “Funding for individuals and incorporated not for profit organisations/associations residing or whose initiative is taking place within the City of Rockingham”; and
- Council Policy Objective to replace the word ‘measureable’ with ‘demonstrated’.

Committee Voting – 5/0

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

The Committee changed the officer’s recommendation to clarify that eligible organisations based outside the City but provide initiatives within the City of Rockingham boundary can apply for funding. The Committee supported changing the word measurable to demonstrated in the Council Policy Objective to better reflect the intent of the objective.

Implications of the Changes to the Officer's Recommendation

Not Applicable
4:59pm  Cr Sammels declared a proximity interest in Item CD-021/15 and left the meeting. Mr Lee Battersby, Coordinator Cultural and Arts Development left the meeting.

### Purpose of Report

To seek Council endorsement of the Draft Enclosed Off-Leash Dog Exercise Area – Needs and Feasibility Study including the preferred site for the purpose of public comment.

### Background

The City has been investigating the need to design and implement an enclosed off-leash dog exercise area with two separate enclosed areas (one for all dogs and one for small dogs) to provide the community a dedicated setting where dogs and their owners can play and interact with each other. The site would need to be suitable for a small enclosure for small dogs and a larger area for all dogs. This is to make owners of smaller dogs feel more comfortable, it also helps to encourage socialisation of appropriate breeds of dogs and sizes.

### Community Development Community Infrastructure and Planning

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CD-021/15 Draft Enclosed Off-Leash Dog Exercise Area – Needs and Feasibility Study</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CSV/3018</td>
</tr>
<tr>
<td>Risk Register No:</td>
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<td>Proponent/s:</td>
<td></td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Matthew Emmott, Community Infrastructure Planning Officer</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Mr Ashley Pittard, Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td></td>
<td>Ms Kristy Carter, Community Support Services Officer</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>19 May 2015</td>
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<tr>
<td>Previously before Council:</td>
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<td>Disclosure of Interest:</td>
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<td>Nature of Council’s Role in this Matter:</td>
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<tr>
<td>Attachments:</td>
<td>Draft Enclosed Off-Leash Dog Exercise Area – Needs and Feasibility Study</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td>Map of Bayview Reserve, Rockingham.</td>
</tr>
</tbody>
</table>
Details

An enclosed off-leash dog exercise area is a secure, fully fenced space dedicated to dogs for off-leash recreational purposes. A dog off-leash exercise area is a park where people can take their dogs to exercise and socialise with other dogs without the worry of the dogs wandering off or having to be restrained by a leash.

The closest enclosed dog exercise area is located east of the City of Rockingham in the City of Kwinana, ‘Peace Park’ (which was completed in late 2010). This facility is located at the corner of Parmelia Avenue and Sulphur Road, Parmelia, approximately 15 kilometres away from the Rockingham city centre.

Dog ownership has a number of associated benefits including; greater companionship, reduced stress levels; pets enhance social connectedness and social skills and are great conversation starters; increased physical activity and increased cardiovascular health.

An enclosed off-leash dog exercise area will provide benefits to both people and dogs, including; promoting acceptable behaviour from dogs socialising with other dogs; promotes social interactions between owners of dogs from all walks of life; provides a safe place for the elderly and people with disability to exercise their dog safely.

Based on population and household projections compiled by Forecast .id, in 2015, the City has approximately 45,573 households with 124,245 people residing in the City. Of these households there are 20,283 registered dogs and the table below provides a breakdown of registered dogs per suburb.

<table>
<thead>
<tr>
<th>Suburbs</th>
<th>Number of registered dogs 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peron</td>
<td>4</td>
</tr>
<tr>
<td>East Rockingham</td>
<td>23</td>
</tr>
<tr>
<td>Karnup</td>
<td>172</td>
</tr>
<tr>
<td>Hillman</td>
<td>387</td>
</tr>
<tr>
<td>Golden Bay</td>
<td>613</td>
</tr>
<tr>
<td>Singleton</td>
<td>642</td>
</tr>
<tr>
<td>Shoalwater</td>
<td>693</td>
</tr>
<tr>
<td>Cooloongup</td>
<td>1,299</td>
</tr>
<tr>
<td>Safety Bay</td>
<td>1,489</td>
</tr>
<tr>
<td>Secret Harbour</td>
<td>1,953</td>
</tr>
<tr>
<td>Warnbro</td>
<td>1,992</td>
</tr>
<tr>
<td>Port Kennedy</td>
<td>2,240</td>
</tr>
<tr>
<td>Waikiki</td>
<td>2,303</td>
</tr>
<tr>
<td>Rockingham</td>
<td>2,423</td>
</tr>
<tr>
<td>Baldivis (including Baldivis North and South)</td>
<td>4,050</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>20,283</strong></td>
</tr>
</tbody>
</table>

The City currently has no enclosed off-leash dog exercise area for its 20,283 dogs. The City has 10 dedicated dog beach exercise areas which allow for dogs to be off-leash. The City also has approximately 116 reserves that are dog exercise areas (off-leash) but are not fenced/enclosed areas. In total there are 126 off-leash dog exercise areas within the municipality. These areas are not exclusive use for dogs and their owners but are shared use with playgrounds, sporting facilities and general recreation.
A number of essential and desirable elements will need to be considered for any future developments of an enclosed off-lease dog exercise area within the City of Rockingham. Some of these design elements include; meshed fencing with twin gate entry system (minimum 1.2 metres); accessible pathways; water facilities (for both Human and dog); shelters and tables; and play equipment for dogs.

Implications to Consider

a. Consultation with the Community
   The Community Infrastructure Planning Team has conducted consultation with the Rockingham community in regards to establishing an enclosed off-lease dog exercise area within the City. Information was collected through a survey in 2014 which was advertised with Facebook posts and through the City’s website. This information was used to inform the needs and feasibility study.

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 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
   Not Applicable

e. Financial
   The City’s Community Infrastructure Planning Team Plan has allocated $165,000 for the construction of the enclosed off-lease dog exercise area in the 2015/2016 financial year. Council adoption of the 2015/2016 budget will facilitate the funds becoming available for the project.

f. Legal and Statutory
   Not Applicable

g. Risk
   Risk Implications of Implementing Officer Recommendation
   Nil
   Risk Implications of Not Implementing Officer Recommendation
   Nil

Comments

From the completed surveys and data gathered from various sources, it is evident that there is a need and support for an enclosed off-lease dog exercise area within the City of Rockingham. Some of the key findings of the survey were; that out of the 1023 people who completed the survey, 96% of people stated there is a need for an enclosed off-lease dog exercise area in Rockingham. 56% of those surveyed stated that they would use the facility weekly. The survey was also posted on the City’s Facebook page, and on the first day it was posted, the post reached 24,112 people with 134 people liking the post, 91 comments and 204 people shared the post.
The City has a large registered dog population, and no enclosed area set aside for dog exercise. The 126 allocated dog exercise areas are shared with other community members and groups including, sporting clubs, beach goers, fitness groups, and the general community. The provision of an enclosed off-leash dog exercise area will result in a number of benefits for the Rockingham community and surrounds, specifically; an increase in responsible dog ownership, an increase in physical activity, an increase in community socialisation and an increase in greater dog socialisation.

City Officers conducted a review on City reserves allocated for off-leash dog exercise to determine the best possible site location. Officers selected the five most appropriate sites across the municipality and judged them on a number of criteria including; size, zoning of the site for dog exercise, parking, accessibility by road and by foot, and the topography.

From the site evaluation completed by City Officers, the two most appropriate sites were identified as Bayview Reserve, Rockingham and Fairview Reserve, Waikiki. Advantages and disadvantages of the two sites were listed and it was identified that Bayview Reserve would be the most appropriate site due to; Large Public Open Space (36,769m²), meaning less impact on other reserve users; existing park infrastructure and internal path network; the site already being zoned for dog exercise; accessible by car and foot; good topography as the surface is a level area; minimal environmental impact; within a radius of approximately 4kms of Bayview Reserve, more than 30% of the City’s registered dog population resides.

The City should develop an enclosed off-leash dog exercise area. The most suitable location would be at Bayview Reserve, and will be subject to public comment and Council resolution.
Committee Recommendation

Moved Cr J Smith, seconded Cr Stewart:

Committee Voting – 4/0

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

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

5:08pm  Cr Sammels rejoined the meeting.
### Community Development
**Community Infrastructure Planning**

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CD-022/15 Sports Facilities Provision Policy</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>RCS/220</td>
</tr>
<tr>
<td>Risk Register No:</td>
<td></td>
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<tr>
<td>Proponent/s:</td>
<td></td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Ashley Pittard, Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Mr Michael Holland, Director Community Development</td>
</tr>
<tr>
<td></td>
<td>Mr Luke Tressler, Community Infrastructure Planning Officer</td>
</tr>
<tr>
<td></td>
<td>Mr Matthew Emmott, Community Infrastructure Planning Officer</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>19 May 2015</td>
</tr>
<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></td>
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<tr>
<td>Site:</td>
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<tr>
<td>Lot Area:</td>
<td></td>
</tr>
<tr>
<td>Attachments:</td>
<td>Sports Facilities Provision Policy</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td></td>
</tr>
</tbody>
</table>

### Purpose of Report
To seek Council adoption of the Sports Facilities Provision Policy.

### Background
In response to an increasing need to provide additional and upgraded sporting club facilities across the City on active sporting reserves and the lack of an established position in what the City would provide in the form of built infrastructure to different sporting codes and differing levels of competition, Council resolved on 26 August 2014 (CD-027/14) To **DIRECT** the Chief Executive Officer to prepare a draft policy for Council consideration that provides for:

- A uniform approach to the provision of new infrastructure and facilities for sporting associations.
- The principles and criteria that are to be applied to establish the size, scale, function and utility of new development.
- A uniform standard of size, specification and fit out.
- Opportunities for prospective users to vary the uniform standard at their own expense’
The purpose was to apply a policy that will guide the development of new and redevelopment of existing sporting facilities throughout the City. This is to be achieved by ensuring consistent and equitable facility provision based upon identified and endorsed National and State Sporting Association preferred facility guidelines and City financial parameters.

In March 2015, Council endorsed the Draft Sports Facilities Provision Policy for the purpose of public comment.

**Details**

The policy is relevant to the planning and delivery of all current and proposed City owned and managed sporting facilities as they are developed or redeveloped. It will assist the City to adhere to a number of principles that will be applied to the design of sporting facilities which are consistent, equitable and transparent.

Research has been conducted into the recommendations made by National and State Sporting Associations/governing bodies in regards to the facilities required and dimensions for sporting clubs to be able to operate effectively at different levels of competition.

It has been found that there were similarities between sports who shared similar numbers of players on the field in terms of what spaces are usually provided, how large these spaces are and the level of fit-out. For this reason it is recommended, in the policy, that the provision for sporting pavilions be based on the following player numbers:

- 13 – 18 players (Australian Rules Football, Rugby League, Rugby Union)
- 11 – 12 players (Cricket, Hockey, Gridiron, Soccer)
- 7 – 9 players (Baseball/Softball, Basketball, Netball)

Sports which do not fall into these categories, such as Tennis, Lawn Bowls and Athletics, will have their own facility pavilion guidelines.

**Implications to Consider**

a. **Consultation with the Community**

The Sports Facilities Provision Policy was advertised for public comment in accordance with the requirements of City of Rockingham Policy Framework, closing on the 17 April 2015. The advertising period, exceeded the 14 calendar day minimum (24 days) required by Council Policy Framework and was undertaken in the following manner:

- An invitation to comment was placed on the City’s website through the ‘Share Your Thoughts’ webpage on the 25 March 2015 for the duration of the advertising period;
- A notice was published in the Public Notices section of the Sound Telegraph newspaper on the 1 April 2015;
- A notice was published in the Public Notices section of the Weekend Courier newspaper on the 28 March 2015;
- A post on the City’s Facebook page on 6 April 2015; and
- An advertisement explaining the draft Sports Facilities Provision Policy was also made available for inspection at the Safety Bay Library, Mary Davies Library and Community Centre, Warnbro Community Library and the Council Administration Office.

At the close of the advertising period, four queries were received on the proposed Draft Sports Facilities Provision Policy, however these did not relate to the policy and were general City planning inquiries.

b. **Consultation with Government Agencies**

The Department of Sport and Recreation has supplied their standards for the provision of sporting facilities for different sporting codes and this information has been used in the formulation of the draft Policy.
c. Strategic

Community Plan

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

Aspiration B: Strong Community

Strategic Objective: 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

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

d. Policy

The Sports Facilities Provision Policy has been prepared in accordance with the City of Rockingham Policy Framework. To this end, this policy has been publically advertised for a period exceeding the Policy Framework minimum of 14 calendar days (24 days) and has now returned to Council with submissions for final approval.

e. Financial

Nil

f. Legal and Statutory

Nil

g. Risk

Risk Implications of Implementing Officer Recommendation

Nil

Risk Implications of Not Implementing Officer Recommendation

Nil

Comments

The proposed Sports Facilities Provision Policy will greatly improve the City’s position to deliver an equitable standard of facilities in line with the preferred facility guidelines of National and State Sporting Associations. It will enhance relationships with sporting clubs as they shall be aware of what sporting infrastructure is required for them to be able to effectively utilise their sporting reserves. It will also improve the City’s ability to plan future sporting facilities as it will provide a guide as to what will be developed at each site.

The proposed policy will require the Chief Executive Officer to establish Executive Policies, Administrative Procedures and implement organisational systems that ensure all sporting facilities are designed and constructed consistently and as per preferred facility guidelines. This includes the prescribed principles and criteria that are to be applied to establish the dimensions, scale, function and utility for sports facilities provision and uniform size specification and fit out.
CONFIRMED AT A CORPORATE AND COMMUNITY DEVELOPMENT MEETING HELD ON TUESDAY, 16 JUNE 2015
PRESIDING MEMBER

Some minor grammatical alterations were made to the Sports Facilities Provision Policy to aid reading clarity.

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council **ADOPT** the Sports Facilities Provision Policy.

**Sports Facilities Provision Policy**

**Council Policy Objective**

To outline the agreed level of service to which the City of Rockingham will commit to in the provision of sporting facilities throughout the City.

**Council Policy Scope**

This policy will provide the parameters for the future creation and redevelopment of existing sporting facilities by ensuring a consistent and equitable approach based upon relevant National and State Sporting Association preferred facility guidelines and City financial parameters.

**Council Policy Statement**

1. **Facility Hierarchy**

The City of Rockingham Community Infrastructure Plan provides the content in relation to establishing the facility hierarchy approach for the Sports Facilities Provision Policy and is outlined in the Definitions.

2. **Facility Provision Principles**

The planning and development of sports facilities within the City shall be guided by the following principles:

- National and State Sporting Association’s preferred facility guidelines and core requirements;
- Provide a reasonable standard of sports facilities to cater for the demands of current and future populations and to aid sports participation and development pathways;
- Develop multi-use sports facilities and recreation precincts that are fit for purpose and flexible, rather than single use or specific facilities; and
- Facilities shall be designed to be safe (Crime Prevention Through Environmental Design), functional, inclusive, accessible, and sustainable (economic, environment and social).

The size and scale of facility provision to be guided by the National and State Sporting Association preferred facility guidelines. The detailed design and quality of sports facilities may be influenced by, but not limited to the location and topography, heritage, spatial connections, architectural design intent, functionality, proposed community use, aesthetics, City and club budgets.

3. **Facility Provision**

National and State Sporting Association preferred facility guidelines and where relevant, laws and dimensions of the game, will be applied to the local context and used to determine the level of provision for sporting facilities throughout the City.

Sports with similar numbers of players have similar requirements in the provision of sporting facilities. Therefore, the provision of sporting facilities have been grouped by sports with similar numbers of players; 13-18 player sports (AFL, Rugby League and Rugby Union), 11 player sports (Cricket, Hockey, Gridiron and Soccer), 7-9 player sports (Baseball/Softball, Basketball and Netball) and other sports (Tennis, Lawn Bowls, etc.). Sports participating at various levels of competition may have additional infrastructure requirements; however the City’s provision is to meet the basic community need and align with the facility hierarchy approach.
The City of Rockingham will provide standard fixtures, fittings and infrastructure for the safe, accessible and functional use of the facilities by user groups. Buildings shall only be provided as single storey structures unless exceptional circumstances are identified that require elevation, such as topography.

Public toilets will be designed within sports facilities to prevent multiple structures on reserves.

4. Executive Policy and Guidelines

The CEO shall ensure that policies and procedures are implemented that will establish the prescribed principles and criteria that are to be applied to establish the dimensions, scale, function and utility for sports facilities provision and uniform size specification and fit out.

5. User Group / Club Contribution

Components which vary from the preferred facility guideline provision or are for the exclusive use of a sporting club and/or classified as non-essential, including but not limited to, a gymnasium, theatrettes, commercial kitchen facilities, cool rooms, sponsors areas, additional storage and greater spatial needs for social and sporting activities will be the responsibility of the user groups/clubs and at their expense.

Planning, architectural and servicing fees relating to the variations will be incurred by the club/user group on a pro-rata basis.

Definitions

Regional: Catchment extends up to and beyond 25 kilometres and caters for around 150,000 – 250,000 persons.

District: Catchment services the entire City of Rockingham municipal boundary and extends up to 260 square kilometres and a catchment radius of over 10 kilometres and caters for around 75,000 – 125,000 persons.

Sub-District: Catchment extends between 3 and 10 kilometres and caters for around 25,000 – 75,000 persons.

Neighbourhood: Catchment extends between 1 and 3 kilometres to service a cluster of localities accommodating between 10,000 and 25,000.

Local: Catchments extend within a walkable radius, desirably within 800m and service up to 10,000 people.

Legislation

Building Act 1975\textsuperscript{3} - Building Code of Australia (BCA)

Other Relevant Policies / Key Documents

Strategic Community Plan 2015 – 2025

Community Infrastructure Plan

References

AFL Preferred Facility Guidelines for State, Regional and Local Facilities August 2012; Coffey Sport and Leisure

Bowls WA – Strategic Facilities Plan. September 2010; GDH

Community Sporting Facility Lighting Guide for Australian Rules Football, Football (Soccer) and Netball 2012; Department of Planning and Community Development, Victoria.

Facilities Data Sheet 1 (Soccer) September 2004; Football Foundation.

Facilities Strategic Plan 2014 – 2024; Football NSW.

\textsuperscript{2} Correction of typographical error.

\textsuperscript{3} Reference to ‘Building Act 1975’ to be removed.
Football Facilities (Soccer) Facility Review & Development, 2009; Syme Marmion & Co
Hockey WA – State Sporting Strategic Facilities Plan 2009 to 2025; CCS Strategic, Geografia
Perth Metropolitan Region – Facilities Strategic Plan 2006 – 2015; TennisWest.
Sporting Associations Guidelines
Tennis Facility Planning Guide; (2010) Department of Planning and Community Development
WACA Cricket Facilities, Perth Metropolitan Region Strategic Plan 2006 – 2015
WAFC Football Facilities Strategic Plan 2006; Syme Marmion & Co
WRU – Facilities Guidance Note 1 – Clubhouses & Changing Rooms 1 – a brief overview

Responsible Division
Community Development
Review Date
Review every five years

**Committee Recommendation**

Moved Cr J Smith, seconded Cr Whitfield:
That Council **ADOPT** the Sports Facilities Provision Policy:

**Sports Facilities Provision Policy**

**Council Policy Objective**
To outline the agreed level of service to which the City of Rockingham will commit to in the provision of sporting facilities throughout the City.

**Council Policy Scope**
This policy will provide the parameters for the future creation and redevelopment of existing sporting facilities by ensuring a consistent and equitable approach based upon relevant National and State Sporting Association preferred facility guidelines and City financial parameters.

**Council Policy Statement**

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   - Facilities shall be designed to be safe (Crime Prevention Through Environmental Design), functional, inclusive, accessible, and sustainable (economic, environment and social).
The size and scale of facility provision to be guided by the National and State Sporting Association preferred facility guidelines. The detailed design and quality of sports facilities may be influenced by, but not limited to the location and topography, heritage, spatial connections, architectural design intent, functionality, proposed community use, aesthetics, membership numbers, City and club budgets.

3. Facility Provision

National and State Sporting Association preferred facility guidelines and where relevant, laws and dimensions of the game, will be applied to the local context and used to determine the level of provision for sporting facilities throughout the City.

Sports with similar numbers of players have similar requirements in the provision of sporting facilities. Therefore, the provision of sporting facilities have been grouped by sports with similar numbers of players; 13-18 player sports (AFL, Rugby League and Rugby Union), 11 player sports (Cricket, Hockey, Gridiron and Soccer), 7-9 player sports (Baseball/Softball, Basketball and Netball) and other sports (Tennis, Lawn Bowls, etc.). Sports participating at various levels of competition may have additional infrastructure requirements; however the City’s provision is to meet the basic community need and align with the facility hierarchy approach.

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4. Executive Policy and Guidelines

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Local: Catchments extend within a walkable radius, desirably within 800m and service up to 10,000 people.

Legislation

Building Code of Australia (BCA)
Other Relevant Policies / Key Documents

Strategic Community Plan 2015 – 2025
Community Infrastructure Plan

References

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WRU – Facilities Guidance Note 1 – Clubhouses & Changing Rooms 1 – a brief overview

Responsible Division
Community Development

Review Date
Review every five years

Committee Voting – 5/0

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

The Committee changed the Officer recommendation to include the words, membership numbers, as certain clubs may have higher than normal membership numbers that could influence the detailed design and quality of sports facilities and should be taken into account when planning community facilities.

Implications of the Changes to the Officer’s Recommendation

Not Applicable
**Reference No & Subject:** CD-023/15  
**Draft Closed Circuit Television (CCTV) Policy**

**File No:**  
**Risk Register No:**  
**Proponent/s:**  
Mr Michael Holland, Director Community Development
Mrs Jillian Obiri-Boateng, Manager Community Support & Safety Services
Miss Mary-Jane Rigby, Coordinator Community Safety

**Author:**  
Mr Michael Holland, Director Community Development

**Other Contributors:**  
Mrs Jillian Obiri-Boateng, Manager Community Support & Safety Services
Miss Mary-Jane Rigby, Coordinator Community Safety

**Date of Committee Meeting:** 19 May 2015

**Previously before Council:** CD-006/15 (24 March 2015)

**Disclosure of Interest:**

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

**Site:**

**Lot Area:**

**Attachments:** Draft CCTV Policy

**Maps/Diagrams:**

---

**Purpose of Report**

To seek Council endorsement of the Closed Circuit Television (CCTV) Policy for the purposes of public comment.

**Background**

Commencing in 2000, CCTV systems were installed across the City of Rockingham. The systems operated utilising fragmented and limited funding without a policy relating to the management and operations of the CCTV systems.

In 2013/14 the City was successful in securing funding of $775,000 from the Federal Government specifically targeted at improving the CCTV hardware, systems and policies in the City. The external funding was combined with $550,000 of City funds to develop a contemporary CCTV plan. The CCTV Plan 2014 - 2019 proposed the roll out of new digital CCTV technology, removal of obsolete systems and hardware and the development of appropriate and well-designed governance practices.

The CCTV Plan identified three key elements as:

1. Contemporary CCTV Surveillance Systems
2. CCTV Governance

3. CCTV Operations and Support

Key Element 1 is currently being implemented with stage one and stage two completed. This has achieved new equipment installed at:

- Waterfront Village
- City Centre
- Baldivis City Centre (focus around Mary Davies Library and Community Centre)

Element 2 reflects the need for a transparent decision making process to be in place. This requires the development of a Council Policy which will provide the framework for CCTV operations in the City.

The City currently does not have a CCTV Policy and historically the City has operated the system on an operational ad hoc basis.

At the March 2015 Ordinary Council Meeting Council resolved to approve the development of a CCTV Policy.

**Details**

The CCTV Policy has been developed to establish functional categorisation of CCTV systems and outline protocols for the management of recorded data.

The new CCTV policy is proposed as follows:

**Council Policy Objective**

To establish functional categorisation of CCTV’s and protocols for the management of recorded data.

**Council Policy Scope**

This policy applies to all CCTV systems owned, managed or controlled by the City of Rockingham for the purpose of surveillance and protection.

**Council Policy Statement**

**Surveillance Purpose**

There are five categories of CCTV cameras.

- Public Area Permanent (Fixed)
- Public Area Portable (Temporary)
- Vehicle-based (Mobile)
- Buildings and Assets Permanent (Fixed)
- Service/Staff Areas Permanent (Fixed)

**Release or Viewing of Recorded Footage and Still Photographs to WA Police**

The release or viewing of recorded footage and still photographs to the WA Police is permitted subject to the terms and conditions contained within the MOU between the City and the WA Police.

**Release or Viewing of Recorded Footage and Still Photographs Prohibited**

Unless specifically directed under law, the release or viewing of recorded footage and still photographs other than to the WA Police is expressly prohibited.

---

4 Correction of typographical error.
Memorandum of Understanding (MoU)

A Memorandum of Understanding (MoU) between the City of Rockingham and WA Police is to establish the principles, protocols, roles and responsibilities regarding the access to viewing, release and copying of recorded footage and still photographs.

Executive Policy and Procedures

The Chief Executive Officer is to establish Executive Policies and Procedures that would ensure CCTV is operated effectively in line with Statutory Requirements.

### Implications to Consider

<table>
<thead>
<tr>
<th>a.</th>
<th>Consultation with the Community</th>
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<tbody>
<tr>
<td>If endorsed, the CCTV Policy will be advertised for public consultation in accordance with the City of Rockingham Policy Framework for a period of 14 days.</td>
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<table>
<thead>
<tr>
<th>b.</th>
<th>Consultation with Government Agencies</th>
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<tr>
<td>WA Police, specifically the Rockingham Station.</td>
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<th>c.</th>
<th>Strategic Community Plan</th>
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<tbody>
<tr>
<td>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:</td>
<td></td>
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</tbody>
</table>

**Aspiration B: Strong Community**

**Strategic Objective:** Safety, Appearance and Cleanliness - Attractive, appealing and welcoming foreshores, beaches and public spaces that are clean, safe and litter free.

**Strategic Objective:** Safety and Support - A community that feels safer and secure in home, work and leisure environments, and has access to a range of effective support service and partnerships when encountering challenging or difficult times.

**Aspiration C: Quality Leadership**

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

d. Policy

The CCTV Policy has been prepared in accordance with the City of Rockingham Policy Framework. This policy will be publically advertised for a period of 14 days and then returned to Council for final adoption.

e. Financial

Nil

f. Legal and Statutory

Nil

g. Risk

<table>
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<tr>
<th>Risk Implications of Implementing Officer Recommendation</th>
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<td>Nil</td>
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<th>Risk Implications of Not Implementing Officer Recommendation</th>
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<tr>
<td>Nil</td>
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</table>
Comments

The proposed policy will require the Chief Executive Officer to establish Executive Policies and Procedures that would ensure CCTV is operated effectively and in line with statutory requirements. This would include entering a Memorandum of Understanding with the WA Police.

It is believed that the new CCTV policy will improve the governance systems currently in place for the CCTV system. The policy provides the five key categories in which CCTV fit and clearly identifies how CCTV footage will be released.

Voting Requirements

Simple Majority

Officer Recommendation

That Council ENDORSE the Draft Closed Circuit Television (CCTV) Policy for the purpose of public comment.

Committee Recommendation

Moved Cr Sammels, seconded Cr Stewart:

That Council ENDORSE the Draft Closed Circuit Television (CCTV) Policy for the purpose of public comment.

Committee Voting – 5/0

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

Not Applicable

Implications of the Changes to the Officer’s Recommendation

Not Applicable
<table>
<thead>
<tr>
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<th>13. Reports of Councillors</th>
<th>Nil</th>
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<td>14. Addendum Agenda</td>
<td>Nil</td>
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<td>15. Motions of which Previous Notice has been given</td>
<td>Nil</td>
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<td>16. Notices of motion for Consideration at the Following Meeting</td>
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<td>17. Urgent Business Approved by the Person Presiding or by Decision of the Committee</td>
<td>Nil</td>
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<td>18. Matters Behind Closed Doors</td>
<td>Nil</td>
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<td>19. Date and Time of Next Meeting</td>
<td>The next Corporate and Community Development Committee Meeting will be held on <strong>Tuesday 16 June 2015</strong> in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.</td>
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<td>20. Closure</td>
<td>There being no further business, the Chairperson thanked those persons present for attending the Corporate and Community Development Committee meeting, and declared the meeting closed at <strong>5:24pm</strong>.</td>
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