City of Rockingham

MINUTES

Community Development Standing Committee Meeting

Held on

Tuesday 8 March 2011

4:00pm

Council Boardroom
Council Administration Building
Civic Boulevard, Rockingham
# City of Rockingham
## Community Development Standing Committee Meeting
### 4:00pm Tuesday 8 March 2011

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### Community and Leisure Facilities

- CLF-001/11 Lark Hill Sportsplex Management Committee Meeting

### Community Support Services

- CSS-001/11 Out of School Hours Care Fee Review

### Community Infrastructure Planning

- CIP-003/11 Community Sporting and Recreation Facilities Fund 2011/12 Small Grants (Winter Round) Applications
- CIP-004/11 Kent Street Community Arts Centre Concept Plan
- CIP-005/11 Draft: City of Rockingham Community Infrastructure Plan

### Community Capacity Building

- CCB-001/11 Cultural Advisory Committee Meeting Minutes
- CCB-002/11 Active Ageing & Care Advisory Committee Minutes
- CCB-003/11 Rockingham Education & Training Advisory Committee
- CCB-004/11 Community Grants Program Committee

### Community Safety

- CSA-002/11 City Safe Advisory Committee Meeting Minutes
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<td>52</td>
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<td>52</td>
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<td>52</td>
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<td>Closure</td>
<td>52</td>
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</table>
City of Rockingham
Community Development Standing Committee Meeting
4:00pm Tuesday 8 March 2011

MINUTES

1. **Declaration of Opening**

   The Chairman declared the Community Development Standing Committee Meeting open at 4:05pm and welcomed all present.

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

   2.1 **Councillors**
   
   Cr Leigh Liley  
   Cr Joy Stewart  
   Cr Ann Prince  
   Cr Lorraine Dunkling

   2.2 **Executive**
   
   Ms Gay Thornton  Director Community Development
   Mr John Pearson  Director Corporate Services (until 4:15pm)
   Mr Michael Quirk  Manager Community Infrastructure Planning
   Mr Tony Burgoyne  Manager Community Support Services
   Mr Chris White  Coordinator Community Safety
   Mr Michael Holland  Manager Community Capacity Building
   Mrs Lyn Spearing  Secretary to Director Community Development

   **Members of the Public:**  Nil
   **Press:**  Nil

2.3 **Apologies:**  Nil

2.4 **Approved Leave of Absence:**  Nil

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

   Nil.
4. **Public Question Time**

Nil.

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

Moved Cr Dunkling, seconded Cr Stewart:

That Council **CONFIRM** the Minutes of the Community Development Standing Committee Meeting held on Tuesday 8 February 2011, as a true and accurate record.

Committee Voting - 4/0

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

Nil.

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

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

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

8.1. **Item CCB-004/11 Community Grants Program Committee**

Councillor: Cr L Liley
Type of Interest: Impartiality Interest
Nature of Interest: Member of the Rockingham Golf Club
Extent of Interest (if applicable): N/A

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

Nil.

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

Nil.

11. **Bulletin Items**

**Community Development Information Bulletin - March 2011**

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

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

4. Information items

Community Capacity Building
1. Community Capacity Building Team Overview
2. Human Resource update
3. Project Status Reports
   3.1 Development of a Comprehensive Aged Care Precinct Master Plan
   3.2 Rockingham City Football Club
   3.3 Naragebup Environmental Centre
   3.4 Rockingham Rams Football Club
   3.5 Community Grants Program (CGP)
   3.6 Disability Access and Inclusion Plan

4. Information items
   4.1 Cultural Place Design/Activation
   4.2 Culture & Art Awards/Exhibition
   4.3 Reconciliation Action Plan
   4.4 Community Gardens
   4.5 Active Ageing
   4.6 Youth Development – Youth Arts/Events
   4.7 Youth Development – Youth Recreational Activities
   4.8 Sport and Recreation
   4.9 Community Capacity Building Events
   4.10 Wildlife Assist WA
   4.11 Rockingham Early Years Group
   4.12 Rockingham Education and Training Advisory Committee

Community Safety
1. Community Safety Team Overview
2. Human Resource update
3. Project Status Reports
3.1 CCTV System
3.2 Community Safety Crime Prevention Partnership Plan
3.3 Community Security Service
3.4 Graffiti Management
3.5 Mobile CCTV Grant
3.6 Neighbourhood Watch
3.7 Rekeying of City Buildings
3.8 Rapid Removal of Graffiti Vandalism off Private Property Grant
3.9 Safety for Seniors
3.10 Seniors Security Subsidy Scheme

4. Information items
   4.1 Rangers’ Professional Development
   4.2 Rangers’ Action Reports
   4.3 Infringements

Community and Leisure Facilities
1. Community and Leisure Facilities Team Overview
2. Human Resource update
3. Project Status Reports
4. Information items
   4.1 Rockingham Child Care Services
   4.2 Rockingham Autumn Centre
   4.3 Rockingham Aquatic Centre
   4.4 Aqua Jetty & Warnbro Community Y Management Minutes – 16 February 2011
   4.5 Aqua Jetty Manager’s Report November 2010, December 2010 and January 2011
   4.6 Warnbro Community Manager’s Report November 2010, December 2010 and January 2011

Committee Recommendation:
That Councillors acknowledge having read the Community Development Information Bulletin – March 2011 and the contents be accepted.

Committee Voting – 4/0

12. Agenda Items
Community Development
Advisory & Occasional Committee Minutes
Lark Hill Sportsplex Committee Meeting

Reference No & Subject: CLF-001/11 Lark Hill Sportsplex Management Committee Meeting

File No: RCS/164
Author: Mark Toomath, Coordinator Leisure Facilities

Other Contributors:

Date of Committee Meeting: 8 March 2011

Terms of Reference: To guide the ongoing management and promotion of the Lark Hill Sportsplex, and facilitate communication between key stakeholders to ensure the optimum use of the City’s premier sport and recreation facility.

Composition:
2 Councillors, 6 Community Members
Executive Support – Corporate Services
Community & Leisure Facilities

Disclosure of Interest:

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

Attachments:
Minutes of Meeting held 16 February 2011

Maps/Diagrams:

1. Receipt of Minutes

That Council receive the minutes of Lark Hill Sportsplex Management Committee Meeting held on 16 February 2011.

2. Recommendations to Standing Committee

There were no recommendations arising from the Lark Hill Sportsplex Management Committee Meeting.

3. Committee Recommendation

That Council RECEIVE the minutes of Lark Hill Sportsplex Management Committee Meeting held on 16 February 2011.
4. The Committee’s Reason for Varying the Officer’s Recommendation

Not applicable.

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

Not applicable.

4:15pm Mr John Pearson, Director Corporate Services left the Community Development Standing Committee Meeting
1. **Purpose of Report**

To see Council endorsement for an increase in fees for the Out of School Hours Care Service (OSHC).

2. **Background**

A regular review of fees was stipulated at Council Meeting of 25 May 2010 with the following resolution:
1. Approve in principle to increase Out of School Care fees by $2.00 per session for Before and After School Care and $2.50 per session for Vacation Care effective 1 July 2010, to be adopted in the 2010/11 budget according to the following:

<table>
<thead>
<tr>
<th>Session</th>
<th>Current Price $</th>
<th>Amended $</th>
<th>Variance (increase) $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before School</td>
<td>13.00</td>
<td>15.00</td>
<td>2.00</td>
</tr>
<tr>
<td>After School</td>
<td>16.50</td>
<td>18.50</td>
<td>2.00</td>
</tr>
<tr>
<td>Vacation Care (Active Holiday Fun Program)</td>
<td>42.00</td>
<td>44.50</td>
<td>2.50</td>
</tr>
</tbody>
</table>

2. Review the Out of School Hours Care fees prior to 31 December 2010 and thereafter at least annually

A projected surplus of $6,990 was forecast for the financial year 2010/11 in the report to Council. It is now timely to review the fees and look at the financial performance to date.

3. Details

Based on current expenditure, projected income and enrolments – contrary to projections provided to Council in May 2010 – the service will cost the City of Rockingham around $60,000 this financial year.

This has come about primarily due to enrolments remaining fairly static and not increasing as expected. But it has to be said that there has been no considered effort to market the service during the same period.

Planned increased marketing of the service should increase numbers to a limited extent but families generally do not switch services unless they are unhappy and generally realise consistency is good for their children’s care experience. The market potential is more for new families.

Current average enrolments are 16 for mornings and 32 for afternoons – the premises are licensed for 39 for each session but mornings are usually less subscribed due to parent’s ability to make their own arrangements before work. Any increase in enrolments is likely to have a “spill over” effect to vacation care as parents normally send their children to the same centre for both OSHC and Vacation Care. The limited increase in vacation care numbers is the single most significant reason for last May’s financial projections not to be realised. Projected numbers of 35 per session have in fact been around 25.

The City of Rockingham OSHC service has been operating since 1996. A table of comparative fees from 10 other OSHC services in the City of Rockingham appears below:

<table>
<thead>
<tr>
<th>Centre</th>
<th>Places</th>
<th>Out of School Hours Care – Rockingham – Fee Comparison</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Before $</td>
<td>After $</td>
</tr>
<tr>
<td>Nippers Child Care Centre</td>
<td>44</td>
<td>17.00</td>
</tr>
<tr>
<td>SunShine Child Care Centre</td>
<td>52</td>
<td>14.00</td>
</tr>
<tr>
<td>Maranatha Child Care Centre</td>
<td>40</td>
<td>15.00</td>
</tr>
</tbody>
</table>
YMCA St Bernadette's Child Care Centre
CYC Camp Cooloongup
Tranby College OSHC
Star of the Sea OSHC Incorporated
Fun-A-Rama Comet Bay
Living Waters OSHC
Oasis OSHC

<table>
<thead>
<tr>
<th>Service</th>
<th>Average Price per Session</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>YMCA St Bernadette's Child Care Centre</td>
<td>14.75 20.00 50.38 15.71 20.53 53.10</td>
<td></td>
</tr>
<tr>
<td>CYC Camp Cooloongup</td>
<td>13.00 22.00 46.00 N/A N/A 46.00</td>
<td>-1.75 -3.50 -8.38 -0.71 -2.03 -8.60</td>
</tr>
<tr>
<td>Tranby College OSHC</td>
<td>13.00 22.00 46.00 N/A N/A 46.00</td>
<td></td>
</tr>
<tr>
<td>Star of the Sea OSHC Incorporated</td>
<td>13.00 22.00 46.00 N/A N/A 46.00</td>
<td></td>
</tr>
<tr>
<td>Fun-A-Rama Comet Bay</td>
<td>13.00 22.00 46.00 N/A N/A 46.00</td>
<td></td>
</tr>
<tr>
<td>Living Waters OSHC</td>
<td>13.00 22.00 46.00 N/A N/A 46.00</td>
<td></td>
</tr>
<tr>
<td>Oasis OSHC</td>
<td>13.00 22.00 46.00 N/A N/A 46.00</td>
<td></td>
</tr>
</tbody>
</table>

4. Implications to Consider

a. Consultation with the Community

A recent survey was conducted of other OSHC centres within the City of Rockingham.

When fees were raised last August (parents being given four weeks notice) no families left the service indicating that the fees were the reason.

b. Consultation with Government Agencies

Statutory requirements for an OSHC are managed by the Child Care Licensing and Standards Unit and our service has been consistently able to meet these. The City of Rockingham rents space from the owner of the Waikiki Family Centre - the Department for Communities. Combined with the cost of utilities the City of Rockingham pays Department for Communities just over $23,000 pa. This is a discounted price and is somewhat less than Oasis OSHC pays the City of Rockingham for use of the Secret Harbour Community Centre.

c. Strategic

There is an issue about what Council should be doing in the early years development area for families and children. The service is provided in a competitive environment which will inevitably make it difficult to break even financially without significant fee increases - indeed were The City of Rockingham OSHC to charge at the high end it almost certainly would run at a surplus.

The City's Strategic Plan 2006-11 (Functional Area 2- Social and Cultural Development) has an action plan around building programmes to enhance community resilience and capacity at critical life stages.
The City’s Community Development Plan 2007-12 (Key Focus Area-1 Personal Development and Well-being) has the objective “To connect people to services, facilities and experiences that enhance their physical, social and overall health.”

The City of Rockingham OSHC is an award-winning service that provides innovative programs (including the active after-school programme) and has the capacity to influence other early years programmes throughout the City of Rockingham. It also provides the service to around 100 City of Rockingham families at reasonable prices and may very well meet the needs of some with social disadvantage and lower income. As an example a young autistic girl is supported to attend the service.

d. Policy

Local government must continually weigh up the value to the community of services it provides vis a vis the cost benefit and potential alternative uses of the resources deployed.

e. Financial

The Quarterly Budget Review figures released in mid-January indicate that, rather than a surplus, the OSHC service will cost the City of Rockingham around $60,000 given the current enrolments and projected income and expenditure.

The main drivers of this financial position are indicated in the table below:

<table>
<thead>
<tr>
<th>Budget Item</th>
<th>Budget Estimate Expenditure $</th>
<th>Budget Estimate Income $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation of children (Coastal Bus Hire)</td>
<td>51,804</td>
<td></td>
</tr>
<tr>
<td>Staffing</td>
<td>170,000</td>
<td></td>
</tr>
<tr>
<td>Building hire &amp; utilities (Department of Communities)</td>
<td>23,795</td>
<td></td>
</tr>
<tr>
<td>Other expenditure</td>
<td>20,000 (approx)</td>
<td></td>
</tr>
<tr>
<td>Income OHSC during school term and vacation care</td>
<td></td>
<td>200,000</td>
</tr>
</tbody>
</table>

Oasis OSHC is a private business with similar numbers of enrolments to Waikiki operating from the Secret Harbour Community Centre. The Coordinator advises that they “break even” although I do not know what remuneration the coordinator provides to herself. Their costs for school transportation are half of our own largely due to the service being run by a parent but half of this advantage is wiped away with Oasis paying significantly more for premises hire. Reference to the fee chart indicates significantly higher fees charged by Oasis for afternoon and vacation care compared to our service at Waikiki.

Were current fees to be increased as follows:
- AM – increase at $15.50;
- PM – increase by $2.50 to $21.00; and
- Vacation Care- increase by $3.50 to $48.00;

then there would be an additional annual income of $22,856 based on current enrolments. With just a 10% increase in enrolments the increased income with the new fees would be $28,404 – producing a total increased income of $51,260

The rationale for the above proposed fee increases is as follows:
The AM rate of $15.50 per session is very competitive and attractive and the am sessions are the most under-subscribed. The nearest alternative non-school service (Sunshine) charges $14.50 for am sessions. It could be anticipated that a significant number of parents who enrol their children in the mornings will also enrol them in the afternoons and for vacation care where the former would become about the average charge within the City of Rockingham and Vacation Care would still be $5 per session less than the average current fee.

An initial target of 10% increase in enrolments via a marketing campaign could be very achievable and would significantly reduce the impost upon the City of Rockingham. It would mean an increase of 3 or 4 families across each of the sessions. The budget implications can be seen from the following table:

<table>
<thead>
<tr>
<th>Item</th>
<th>Adopted 2010/11 Budget $</th>
<th>Projected 2011/12 Budget with 10% increase in enrolments and fee increases $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income from fees and government subsidies</td>
<td>271,125</td>
<td>251,260</td>
</tr>
<tr>
<td>Staff Expenses</td>
<td>222,312</td>
<td>190,000*</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>111,333</td>
<td>100,000*</td>
</tr>
<tr>
<td>Cost to City of Rockingham</td>
<td>(62,520)**</td>
<td>(38,740)</td>
</tr>
</tbody>
</table>

* These figures anticipate a 4% increase in costs but staffing will increase slightly more with the acquisition of a second qualified playleader. These figures are also based on actual expenditure in the current year.

** Does not include $2,314 non-cash expenses – accrued leave and depreciation

** Legal and Statutory **

The Department for Communities, through the Child Care Licensing and Standards Unit (CCLSU), is responsible for administering the State Regulations for all licensed child care services, including child care centres, family day care and OSHC. The City of Rockingham OSHC service has met all requirements of the Child Care Licensing regulations including a recent unannounced audit.

A qualified child care worker must be present at all times at the Centre and currently we have just the Coordinator and one of the part-time workers (with limited capacity to work many hours per week). Repeated efforts since July last year to attract another Qualified Child Care Worker have been unsuccessful but are continuing.

The Local Government Act 1995 Part 6Division 5 subdivision 2 “Fees and Charges” is relevant to this report:

S6.16(1) (2) Fees and Charges may be imposed
S6.16(3) Fees and Charges are to be imposed with adopting the annual budget but may be-
(a) Imposed* during a financial year
(b) Amended* from time to time during a financial year
(* absolute majority required)
S6.17(1)a-c In determining the amount of a fee or charge....the following factors (need to be considered:
(a) cost to local government of providing the service or goods
(b) the importance of the service to the community
(c) the price at which the service or goods could be provided by an alternative provider

s6.19 if additional fees are determined after the annual budget has been adopted then public notice must be given before introducing the new fees or charges

5. Comments

Marketing of the service needs to be tested in terms of the needs of the community and capacity to increase the number of families using the service.

As indicated above, with just a ten percent increase in children attending well over half of the cost to the City of Rockingham would be removed provided there were some minimal fee increases.

The recommended fee increases keep the City of Rockingham OSHC in the “below average” fees category overall and would come 10 months after previous increases. There is some possibility families will leave due to the increases but this has not been the case in the past.

Approximately 100 families receive a service from the City of Rockingham OSHC. A previous plan to outsource the service failed due to the lack of viability of the school term morning and afternoon sessions.

Whether Council retains the service or considers outsourcing again in the future the financial viability will be a key factor.

6. Voting Requirements

Absolute majority

7. Officer Recommendation

That Council:

1. **APPROVE** the increase of fees for the Out of School Hours Care Service for before school, after school and vacation care services to be effective from 1 May 2011 with families being given 4 weeks notice of the increase according to the following schedule:

<table>
<thead>
<tr>
<th>Session</th>
<th>Current Fees $</th>
<th>Amended Fees $</th>
<th>Variance (increase) $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before School</td>
<td>15.00</td>
<td>15.50</td>
<td>0.50</td>
</tr>
<tr>
<td>After School</td>
<td>18.50</td>
<td>21.00</td>
<td>2.50</td>
</tr>
<tr>
<td>Vacation Care (Active Holiday Fun Program)</td>
<td>44.50</td>
<td>48.00</td>
<td>3.50</td>
</tr>
</tbody>
</table>

2. **REVIEW** the Out of School Hours Care fees prior to 31 December 2011.
8. **Committee Recommendation**

That Council:

1. **APPROVE** the increase of fees for the Out of School Hours Care Service for before school, after school and vacation care services to be effective from 1 May 2011, with local public notice given and the Service’s families being given 4 weeks notice of the increase according to the following schedule:

<table>
<thead>
<tr>
<th>Session</th>
<th>Current Fees</th>
<th>Amended Fees</th>
<th>Variance (increase)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before School</td>
<td>15.00</td>
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<td>44.50</td>
<td>48.00</td>
<td>3.50</td>
</tr>
</tbody>
</table>

2. **REVIEW** the Out of School Hours Care fees prior to 31 December 2011.

Committee Voting - 4/0

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

To ensure local public notice is given as prescribed by Part 6, Division 5, Section 6.19 of Local Government Act 1995.

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

Nil
1. **Purpose of Report**

To seek Council endorsement of community group applications for the Department of Sport and Recreation (DSR) Community Sport and Recreation Facilities Fund (CSRFF) to enhance sport/recreation infrastructure within the City of Rockingham.

2. **Background**

The purpose of the CSRFF is to provide financial assistance to community groups and Local Government Authorities for the planning and development of basic infrastructure for sport and recreation. The scheme aims to increase participation in sport and recreation with an emphasis on
physical activity through rational development of sustainable, good quality, well designed and well utilised facilities. Through CSRFF, the State Government invests $20 million annually towards the development of high quality physical environments in which people can enjoy sport and recreation.

The CSRFF scheme is divided into three categories:
- Small Grants between $2,500 and $50,000 where the total project cost is $150,000 or less
- Annual Grant between $2,500 and $100,000 where the total project cost is $300,000 or less
- Forward Planning Grant between $100,001 and $1.8 million where the total project cost exceeds $300,000

The maximum grant offered is one third of the total estimated project cost (excluding GST) with the level of financial assistance offered generally based on the overall significance of the proposed project including benefits provided to the community. Importantly, the CSRFF scheme operates on a reimbursement system whereby grantees are required to demonstrate that they have expended the funds equivalent to the full cost of the project before CSRFF grants are paid in full. On this basis, applicants need to ensure that they are able to carry the full cost of the project for the period between project completion and CSRFF grant payment.

Applicants must discuss their project with the nearest DSR office, their Local Government Authority and the relevant State Sporting Association where relevant. All applications must be lodged with the appropriate Local Government Authority irrespective of whether that Council is contributing to the project or not. This enables each Local Government Authority to assess all relevant applications and to rank applications in priority order for the municipality. Generally, those community groups within the City of Rockingham that seek financial assistance through CSRFF also submit an application through Council’s Community Grants Program (Infrastructure Planning & Development).

The key principles of facility provision are utilised to assess all CSRFF applications, as follows:
- Project justification
- Planned approach
- Community consultation
- Management and planning
- Access and opportunity
- Design
- Financial viability
- Coordination
- Potential to increase physical activity levels

Applications for the 2011/2012 CSRFF Small Grants (winter funding round) were lodged with the City of Rockingham in February 2011 and following assessment, and Council endorsement, these applications must be submitted to DSR by the last working day in March 2011. The Minister for Sport & Recreation announces successful project recipients in May 2011.

3. Details

Two applications have been received for the 2011/12 CSRFF Small Grants (winter funding round), and a summary of the proposed projects is provided below:

1. **Safety Bay Tennis Club - Floodlighting Upgrade**

An application has been received from Mrs Sandra Morgan, President Safety Bay Tennis Club for the upgrade of the current onsite power supply (to increase capacity) and the installation of an additional four floodlights (two each on courts 6 and 7). The current floodlighting is insufficient to meet the demands of both club members and the general public wanting to play night time tennis.

The club has identified that the project will have a number of benefits including:
- The opportunity for the public to hire additional courts particularly during pennant matches
- Satisfying the current community demand for night time tennis
- Increase participation in tennis, and in particular, night time tennis

The total estimated cost of the project is $43,360 (excluding GST). The proposed capital funding model includes a CSRFF grant of $13,786.66, club cash contribution of $6,893.34 and a City of Rockingham Community Grant (Infrastructure Planning and Development) contribution of $20,680. It should be noted that the City’s Community Grants Program (round three) applications are being considered at the Ordinary Council Meeting in March 2011.

2. Rockingham Amateur Swimming and Life Saving Club Inc – Club Room Extension

An application has been received from Ms Sharon Russell, President Rockingham Amateur Swimming & Life Saving Club for extensions of the club office located at the Aqua Jetty. The project involves the construction of a building extension, connection to services, installation of a kichenette and a custom fit out to increase available storage and improve functionality. The club has confirmed that they currently do not have enough workstations for club volunteers, storage space for equipment and are concerned that due to the lack of space their safe working practices are being compromised.

The club has identified that the project will have a number of benefits including:
- Allowing an increase in club membership that is projected to increase by 40% over 2 years
- Increase in the presence and promotion of the club through better visibility of the club amenities at the Aqua Jetty
- Club access to basic kitchenette facilities to support swimmers who train before and after school promoting a positive sport/school/home life balance
- Increase efficiency of club volunteers due to an increase in available work stations

The total estimated cost of the project is $55,190 (excluding GST). The proposed capital funding model includes a CSRFF grant of $18,396, club cash contribution of $9,099 and a City of Rockingham Community Grant (allocated at the Ordinary Council Meeting in October 2010) contribution of $27,695.

4. Implications to Consider

a. Consultation with the Community
   Nil

b. Consultation with Government Agencies
   As per the DSR CSRFF application and assessment process the two community group projects will be forwarded to DSR following Council consideration and endorsement.

c. Strategic
   The City’s Strategic Plan 2006 – 2011 (Functional Area 2 – Social & Cultural Development) identifies the key strategies to ‘develop and manage community facilities and services to meet social, cultural and economic needs’ and to ‘develop partnerships and alliances to meet the social and cultural needs of the community’.

   In addition, the proposed community group projects remain consistent with the City’s Community Development Plan 2007 – 2012 objectives (Key Focus Area - Infrastructure Development) to plan, develop and manage community facilities that meet the social, recreation, education, housing and transport needs of the community and (Key Focus Area - Relationship Building & Connections) to build self-reliant community organisations and develop mutually beneficial partnerships between government, business and residents.

d. Policy
   Nil
e. Financial
Under the CSRFF scheme there is no obligation for the relevant Local Government Authority to contribute municipal funding towards community group projects. However, it should be noted that Council has previously endorsed an allocation of $27,695 to Rockingham Amateur Swimming & Life Saving Club at the Ordinary Council Meeting in October 2010 (Report CIP-001/10) for club room extensions subject to confirmation of other external funding sources. In addition, the Safety Bay Tennis Club has submitted an application to Council’s Community Grant Program (Infrastructure Planning & Development) for power and floodlighting upgrades that is to be considered at the Ordinary Council Meeting in March 2011.

f. Legal and Statutory
Nil

5. Comments

1. Safety Bay Tennis Club - Lighting Upgrade
As per the CSRFF Project Assessment Sheet the Safety Bay Tennis Club application has been assessed using the CSRFF key principles of facility provision, and the assessment table below demonstrates the project viability:

<table>
<thead>
<tr>
<th>Safety Bay Tennis Club - Lighting Upgrade</th>
<th>Satisfactory</th>
<th>Unsatisfactory</th>
<th>Not relevant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project justification</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Planned approach</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community input</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Management planning</td>
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<td></td>
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</tr>
<tr>
<td>Access and opportunity</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Design</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial viability</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Co-ordination</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Potential to increase physical activity</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The proposed project generally meets the CSRFF assessment principles. Whilst limited community input has been sought the relatively small nature of the project does not necessitate broad community consultation. It is acknowledged by the City’s Community Development Division that the facilities provided at the Safety Bay Tennis Club are an important element of community infrastructure and therefore upgrades are deemed appropriate.

The Club’s financial position demonstrates its capacity to meet resultant operating costs, and whilst it has identified a variety of sources of funding for capital works it is noted that the project remains heavily reliant upon both CSRFF and the City’s Community Grant Program.

In addition, the Safety Bay Tennis Club project has been assigned the following Project Rating:

| A  | Well planned and need by municipality | ✓ |
| B  | Well planned and needed by applicant |   |
The project is well planned and meets the needs of both the Club and the general community.

2. **Rockingham Amateur Swimming and Life Saving Club Inc – Club Room Extension**

As per the CSRFF Project Assessment Sheet the Rockingham Amateur Swimming & Life Saving Club application has been assessed using the CSRFF key principles of facility provision, and the assessment table below demonstrates the project viability:

<table>
<thead>
<tr>
<th>Rockingham Amateur Swimming and Life Saving Club - Club Room Extension</th>
<th>Satisfactory</th>
<th>Unsatisfactory</th>
<th>Not relevant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project justification</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Planned approach</td>
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</tr>
<tr>
<td>Potential to increase physical activity</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The proposed project generally meets the CSRFF assessment principles. Whilst the Club has identified a variety of sources of funding for capital works it is noted that the project remains heavily reliant upon both CSRFF and the City’s Community Grant Program. It has not been determined whether the Club has the financial capacity to proceed with the project should either of these grant applications be unsuccessful.

In addition, the Rockingham Amateur Swimming & Life Saving Club project has been assigned the following Project Rating:

| A | Well planned and need by municipality | |
| B | Well planned and needed by applicant | ✓ |
| C | Needed by municipality, more planning required | |
| D | Needed by applicant, more planning required | |
| E | Idea has merit, more planning work needed | |
| F | Not recommended | |

The project is well planned and meets the needs of the Club. Given that any proposed improvements as part of Aqua Jetty Stage Two remain subject to consideration with the City.
Business Plan this project is considered appropriate to meet Club requirements in the short to medium term.

6. **Voting Requirements**

Simple Majority

7. **Officer Recommendation**

That Council:

1. **ENDORSE** the Safety Bay Tennis Club Inc. - Lighting Upgrade Project as the City of Rockingham first priority CSRFF application for the CSRFF 2011/12 Small Grants (winter round) subject to the Club obtaining supplementary funding through Council's Community Grant Program.

2. **ENDORSE** the Rockingham Amateur Swimming & Life Saving Club Inc. - Club Room Extension Project as the City of Rockingham second priority CSRFF application for the CSRFF 2011/12 Small Grants (winter round).

8. **Committee Recommendation**

That Council:

1. **ENDORSE** the Safety Bay Tennis Club Inc. - Lighting Upgrade Project as the City of Rockingham first priority CSRFF application for the CSRFF 2011/12 Small Grants (winter round) subject to the Club obtaining supplementary funding through Council's Community Grant Program.

2. **ENDORSE** the Rockingham Amateur Swimming & Life Saving Club Inc. - Club Room Extension Project as the City of Rockingham second priority CSRFF application for the CSRFF 2011/12 Small Grants (winter round).

Committee Voting - 4/0

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

Not applicable.

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

Not applicable.
<table>
<thead>
<tr>
<th>Reference no &amp; Subject:</th>
<th>CIP-004/11 Kent Street Community Arts Centre Concept Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>File no:</td>
<td>CPR/420</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>City of Rockingham</td>
</tr>
<tr>
<td>Author:</td>
<td>Natalie Venables, Community Infrastructure Planning Officer</td>
</tr>
<tr>
<td>Other contributors:</td>
<td>Michael Quirk, Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Date of Committee meeting:</td>
<td>8 March 2011</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td>CD70/8/10</td>
</tr>
<tr>
<td>Disclosure of interest:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Nature of Council’s role in this matter:</td>
<td></td>
</tr>
</tbody>
</table>

| Site:                  | 11 Kent Street, Rockingham (Lot 404)                   |
| Lot area:              | 826.7 sq m                                             |
| Attachments:           |                                                         |
| Maps/diagrams:        | 1 – Lot 404 Kent Street Aerial Location Map            |
|                       | 2 – Kent Street Community Arts Centre Concept Plan     |

1 – Lot 404 Kent Street Aerial Location Map
CONFIRMED AT A COMMUNITY DEVELOPMENT MEETING HELD ON MONDAY, 11 APRIL 2011

PRESIDING MEMBER
1. **Purpose of Report**

To seek Council approval of the Kent Street Community Arts Centre Concept Plan as the basis for facility detailed design.

2. **Background**

At the Ordinary Council Meeting in June 2010 it was resolved to provide the City’s Chief Executive Officer with delegated authority to select an appropriate project for funding under the Australian Government Regional and Local Community Infrastructure Program (RLCIP) subject to consultation being undertaken with Councillors prior to a final decision being made. Following the consideration of a number of infrastructure projects the upgrade of the existing building at Lot 404 Kent Street (Old St John’s Ambulance Depot) as a community arts centre was selected in recognition of the identified need for improved accommodation for local arts/cultural groups.

Following further consultation with Councillors and the City’s Executive Management Team a $989,000 project proposal was prepared for the development of Kent Street Community Arts Centre as the basis for the allocation of $139,000 from the Australian Government’s RLCIP scheme. The key purpose of the facility was identified as being to support and stimulate the expression of primarily visual, sculpture and literary art forms by groups and individuals throughout Rockingham. Specifically the facility design responded to the demands for a dedicated gallery space, multi-purpose space, studio spaces, workshop area and secure storage areas. At the Ordinary Council Meeting in August 2010 it was resolved to:

1. **ENDORSE the concept of the Kent Street Community Arts Facility development to deliver benefits for the arts community and activation of the Waterfront Village**

2. **NOTE that amendments to relevant budget accounts for the Kent Street Community Arts Facility will be undertaken during the quarterly budget review process to accurately reflect project income and expenditure.”**

Notably the capital funding model for the Kent Street Community Arts Centre project also includes $285,000 contribution from Lotterywest (with an application submitted in August 2010) and a municipal contribution of $565,000 which has been allocated within the City’s 2010/11 budget. In November 2010, the City was advised that the $139,000 RLCIP application was successful and the subsequent grant agreement was finalised in December 2010 with funds being received from the Australian Government immediately. Given that the RLCIP grant agreement requires the facility to be completed by early 2012 it was considered necessary to commence facility detailed design as a matter of priority. Following a request for quotation process in January 2011, Westplan Design & Construction Pty Ltd was appointed for the ‘Preparation of a Design Brief, Concept Plan, Detailed Design & Documentation for the Kent Street Community Arts Centre’.

Importantly, given that only a basic floor plan had been prepared for the facility as part of the RLCIP application it was considered important for a more detailed Facility Concept Plan and Artists Impression to be prepared to allow Council to make a well-judged decision on the project. This first element of the project brief for Westplan Design & Construction was informed through three consultation sessions conducted on 9 February 2011 with the City’s Disability Access Reference Group, Cultural Advisory Committee and Local Arts & Cultural Groups. Based upon this community consultation and input from the City’s cross-Divisional Project Team the Facility Concept Plan and Artists Impression have now been completed for consideration by Council.

3. **Details**

Prior to the preparation of detailed design documentation it is deemed necessary for Council to formally endorse the Kent Street Community Arts Centre Concept Plan. This plan and the associated artist’s impression reflect the rationale behind the project, that being:
- provide sustainable accommodation for arts and cultural groups that have been dislocated from permanent accommodation in recent years
- provide an appropriate remedy to the proposed closure of the gallery currently located within the Gary Holland Community Centre
- increase the visibility of arts and culture within the City through the establishment of a permanent gallery space in a prime location within the Waterfront Village area
- support the building of relationships and connections between arts and cultural groups operating within the City, and facilitate their development as viable and sustainable organisations through providing enhanced accommodation and amenity
- support the development of the creative industries in Rockingham and enable existing arts and cultural groups and practising artists to engage in a broader range of artistic experience
- obtain better utilisation of the Kent Street site as a valuable community asset
- contribute towards the activation of Kent Street as a vibrant hub of activity, consistent with the City’s Waterfront Village Planning Policy

The key design elements that have been included in the Facility Concept Plan to realise this project purpose are as follows:

- Multipurpose / meeting rooms (76m² and 27.5m²)
- Exhibition / gallery space (87m²)
- Community arts studios x 4 (between 7m² and 17m²)
- Sculpture workshop area (27.5m²)
- Storage spaces (internal and external)
- Supporting amenities (toilets and kitchens)
- Landscaping
- Public Art

These spaces provide a variety of multipurpose and specific purpose spaces that accommodate a wide range of arts and cultural activities. It is also important to note that the landscaping and public art components are vital design elements that will be aligned with the building detailed design process although they are being managed as separate projects. The landscaping works will focus on integration with Kent Street and providing an active frontage to the facility, and is being led by the City’s Engineering & Parks Division in collaboration with cross-Divisional Project Team. The public arts works will focus on the establishment of connection to place, and will be led by the City’s Community Capacity Building Team in collaboration with cross-Divisional Project Team.

Upon Council consideration, and endorsement, of the Kent Street Community Arts Centre Concept Plan the City’s Project Team will progress detailed design documentation with the Project Architect. Specifically, this will include the following scope of works:

- Detail the accommodation and fit-out requirements together with functional relationships
- Development of interior design documentation with recommendations and specifications of all finishes, fittings, signage and loose furniture
- Prepare a final project briefing document that satisfies City objectives and establishes a basis for the further procurement of the facility
- Prepare separate detailed designs for all works described in the project brief
- Prepare tender documents to enable the City to progress immediately to tender for the redevelopment works
At the completion of the detailed design phase the project will progress immediately to the facility construction phase in alignment with other key project tasks. The indicative project schedules, and key milestones, are identified below:

- Completion of detailed designs by mid April 2011
- Advertisement of tender for construction works by end April 2011
- Council endorsement of preferred construction tender by end June 2011
- Facility construction to commence by end July 2011
- Facility practical completion by end January 2012
- Facility opening and activation by February/March 2012

4. Implications to consider

a. Consultation with the Community

Significant consultation with the community has been undertaken over an extended period in relation to the demand for purpose-built arts/cultural infrastructure, and more specifically the Kent Street Community Arts Centre. The facility design has been informed by a number of previous studies that were subject to community input including the Regional Arts Implementation Study (1994), City of Rockingham Cultural Policy & Plan (2003) and Rockingham Contemporary & performing Arts Centre Feasibility Study (2010). Most recently three consultation workshops were held with the Project Architect to inform the Facility Concept Plan and facility fit-out requirements. The main facility design issues/requests identified during these workshops included the following:

- Consideration of automatic doors (where practicable) to improve accessibility
- Generally wider corridors and toilets (where practicable) to improve accessibility
- Storage design and fit-out to take into account accessibility considerations
- Concertina/moveable wall between studios to improve functionality
- Better integration of gallery space and multipurpose room
- Provision of hard wearing floor surfaces throughout the facility
- Provision of adequate, accessible storage areas throughout the facility
- Interface between building and Kent Street is important
- Various fit-out specific requests

Further consultation with relevant stakeholder groups will also be undertaken in the preparation of management and activation plans for the facility.

b. Consultation with Government agencies

The City has consulted with three key government agencies regarding the Kent Street Community Arts Centre project (mainly in relation capital funding) including the Australian Government Department of Infrastructure, Transport, Regional Development and Local Government, Lotterywest and the Australian Government Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA). These consultations have resulted in three funding applications being submitted with one since being confirmed as successful ($139,000 from RLCIP). Consultation with Lotterywest and FaHCSIA will continue until the outcomes of the funding applications are known. The respective amounts being applied for from these agencies are $285,000 and $45,350.

c. Strategic

Council’s Strategic Plan 2006 – 2011 (Functional Area 2 – Social and Cultural Development) identifies the objective to develop and manage community facilities and services to meet social, cultural and economic needs. In addition, Council’s Community Development Plan
CONFIRMED AT A COMMUNITY DEVELOPMENT MEETING HELD ON MONDAY, 11 APRIL 2011

PRESIDING MEMBER

(Key Focus Area – Infrastructure Development) identifies the objective to plan, develop and manage community facilities that meet social, recreation, education, housing and transport needs of the community and (Key Focus Area – Place Activation) also identifies the objective to create vibrant and meaningful hubs as places of social interaction, creativity, and economic vitality.

d. Policy
The Kent Street Community Arts Centre design must adhere to Council's Planning Policy No. 3.2.5 – Rockingham Beach Waterfront Village.

e. Financial
An amount of $1,000,000 expenditure and $600,000 external grant income is currently allocated in the City's 2010/11 budget (the latter amount was based on an initial expectation of $300,000 being made available through RLCIP and $300,000 from Lotterywest). These budget allocations will be amended through the City's quarterly budget review process when the outcomes of all grant applications, and more specifically the Lotterywest application, are known. Notably, the City has now submitted an application to the Australian Government Department of Families, Housing, Community Services and Indigenous Affairs through their Accessible Communities initiative for the amount of $45,350 to enhance the accessibility components of the facility. This application is based predominantly on the feedback received through the consultation workshop with the City's Disability Access Reference Group. In the case that all funding is received, the capital contribution required from Council may be reduced. Alternatively, if not all funding is received, the options that will be investigated are securing further funds through Council's quarterly budget review process and/or making modifications to the scope of works to reduce the overall capital cost of the redevelopment. It is important to note that if reductions in the scope of works are required, it will be ensured that the functionality of the facility will not be compromised.

f. Legal and Statutory
The Kent Street Community Arts Centre will be subject to consideration at Council's Development Assessment Unit (DAU) and will be required to comply with all statutory requirements, including obtaining necessary planning and building approvals prior to project commencement.

5. Comments
The proposed Kent Street Community Arts Centre will achieve a number of community development benefits, notably the accommodation of community arts and cultural groups, as well as contributing towards the activation of the Waterfront Village precinct. Funding contributions from the Australian Government and Lotterywest will enable full realisation of the vision for the facility. Based on extensive input received from relevant stakeholder groups the Facility Concept Plan and Artists Impression can now be utilised as the basis for facility detailed design. Given the concept plan design is consistent with both the aspirations of the community and the requirements of relevant Council departments the City can now confidently move forward with the finalisation of detailed designs.

Given the tight deadline for the completion of capital works to meet RLCIP deadlines it is now imperative that the City move forward without delay to the completion of detailed design, implementation of the tender process and the appointment of a construction contractor to undertake the redevelopment works. A further report to Council will be presented at the June 2011 Ordinary Council Meeting to obtain endorsement of the preferred construction contractor prior to appointment.

6. Voting Requirements
Simple majority
7. **Officer Recommendation**

That Council *APPROVE* the Kent Street Community Arts Centre Concept Plan as the basis for the preparation of detailed facility design documentation and proceed to implement the tender process.

8. **Committee Recommendation**

That Council *APPROVE* the Kent Street Community Arts Centre Concept Plan as the basis for the preparation of detailed facility design documentation and proceed to implement the tender process.

Committee Voting - 4/0

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

Not applicable.

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

Not applicable.
Community Development
Community Infrastructure Planning

Reference No & Subject: CIP-005/11 Draft: City of Rockingham Community Infrastructure Plan

File No: CSV/1931
Proponent/s: City of Rockingham
Author: Michael Quirk, Manager Community Infrastructure Planning
Other Contributors:

Date of Committee Meeting: 8 March 2011
Previously before Council:
Disclosure of Interest:
Nature of Council's Role in this Matter: Executive Function

Site:
Lot Area:
Attachments: Draft Community Infrastructure Plan - Capital Expenditure Summary
Maps/Diagrams:

1. Purpose of Report

To seek Council endorsement of the City’s Draft Community Infrastructure Plan and the commencement of a public comment period.

2. Background

The City of Rockingham, given its recent and future urban development potential, remains subject to significant population growth and change. This change represents a significant challenge for Council in meeting the subsequent service delivery pressures and the increasing expectations of the community for new and upgraded infrastructure. In particular, the planning and development of high quality community infrastructure remains a vitally important consideration for Council given the resultant health and wellbeing, community participation, neighbourhood vibrancy and relationship building outcomes. On this basis, it is necessary to prepare a Draft Community Infrastructure Plan that will:
Community Development Standing Committee Minutes
Tuesday 8 March 2011

CONFIRMED AT A COMMUNITY DEVELOPMENT MEETING HELD ON MONDAY, 11 APRIL 2011

• Guide the development, timing, design and location of community infrastructure over the next ten years
• Clearly identify the services and facilities required for the City's emerging population based upon supply/demand analysis and identification of service catchments
• Specifically identify the capital costs associated with proposed community infrastructure to ensure consistency and integration with the City's Business Plan
• Meet the requirements of State Planning Policy 3.6 - Development Contributions for Infrastructure and thus provide a robust basis for the City's Development Contributions Plan
• Provide the City with a documented framework of community infrastructure planning principles and standards for the planning of community infrastructure within urban growth areas over the next ten to twenty years (and beyond)

Whilst the delivery of those structures and facilities which help communities and neighbourhoods to function effectively remains necessary it is vitally important that the financial implications of developing and maintaining such community infrastructure are aligned with the City's strategic planning process.

3. Details

Community Infrastructure Plan - Planning Context & Principles

The preparation of the Draft Community Infrastructure Plan has been undertaken within the context of Council's strategic planning framework to ensure alignment with the community aspirations captured in the Draft City of Rockingham Community Plan and City Business Plan. Given these direct strategic planning linkages and cross-organisational impacts the Draft Community Infrastructure Plan has been prepared based upon a number of overarching principles, as follows:

Community Amenity
• Connect people to services, facilities and experiences that enhance physical, social and overall health.
• Create vibrant and meaningful community hubs as places of social interaction, creativity, and economic vitality.
• Plan, develop, and manage community facilities that meet the social, recreation, education, housing, and transport needs of the community.

Urban Development
• Promote cost-effective and resource-efficient development, including reasonable imposts for infrastructure provision, to promote affordable housing.
• Provide a network of community infrastructure that meets the needs of current and rapidly expanding future populations, particularly where population growth has outstripped the capacity of existing social infrastructure.
• Foster a sense of community, and strong local identify and sense of place, by ensuring that all residential development is complemented by compatible land uses that functionally and aesthetically contribute to the public domain.

Financial Capacity
• Deliver infrastructure based on the level of discretionary monies available to supplement development contributions each year through a realistic assessment of current and future operational finances.
• Consider financial implications, particularly in relation to the creation of new assets and resultant lifecycle costs, and taking into account the proposed years of infrastructure provision.
• Enhance the range of infrastructure funding options available to maximise services provided, adequately and more evenly spread the effects across multiple years, and provide a secure funding environment for delivery of timely, co-ordinated social infrastructure.
**Asset Sustainability**

- Achieve desired standards of infrastructure/service delivery provision that balances economic, environmental, and social imperatives.
- Maximise resource-use efficiencies, including integrated planning to achieve new models of facility provision, with a particular emphasis on the co-location of infrastructure.
- Focus specifically on larger, multipurpose facilities to satisfy broader population catchments rather than a greater number of smaller, purpose built facilities.

Preparation of the Draft Community Infrastructure Plan further reflects the importance of Council’s strategic forward planning, in consultation with the community, to inform key infrastructure objectives and identify resourcing required to deliver against these objectives.

**Content of the Plan**

The Draft Community Infrastructure Plan identifies the services and facilities required to service the City’s population over the next ten years through a detailed analysis of population growth and settlement patterns, community profile and trends, existing community facility provision, facility service catchments and locally appropriate facility provision standards. Importantly, the Plan specifically focuses on community infrastructure which can be described as those services and facilities which help communities and neighbourhoods to function effectively including sporting and recreational facilities, community centres, and libraries and cultural facilities. Whilst the delivery of community infrastructure can cross over between Local Government, State Government, the not-for-profit sector and commercial providers the facilities included within the Plan is specifically restricted to those deemed the core responsibility of Local Government. A summary of the Draft Community Infrastructure Plan is provided below.

**Community Profile**

Analysis of the City’s community profile, both current and future, is key to understanding the community and determining their characteristics that are likely to influence demands for community infrastructure. For the purposes of the Draft Community Infrastructure Plan a detailed community profile analysis has been undertaken identifying the social indicators and trends across the entire Local Government Area. Key aspects of the community profile include the following:

- The population is projected to increase from 105,098 in 2011 to 136,250 by 2021 and 164,824 by 2031 (forecast.id).
- The number of people aged under 15 is projected to increase by 9,386 (47.0%) representing a rise in the proportion of the population to 21.5% by 2021. The number of people aged over 65 is expected to increase by 9,016 (84.8%) and represent 14.4% of the population by 2021. The age group which is forecast to have the largest proportional increase (relative to its population size) by 2021 is 70-74 year olds who are forecast to increase by 96.8% to 5,352 persons (forecast.id).
- The most common population household type, couple families with dependants, will continue as a prominent segment of the community however over the next 10 to 15 years it is projected that there will be a larger proportion of couples without dependants (forecast.id).
- Settlement patterns over a number of decades have provided each suburb with a unique role within the housing market and specific demographic trends. Areas such as Baldivis, Golden Bay and Secret Harbour have had significant residential development in more recent years and those couples and families seek readily available access to new community facilities and services. The more established areas such as Safety Bay, Shoalwater and Waikiki have emerged as more mature suburbs attracting older families and thus seeking continued access to existing community facilities and services. The Rockingham City Centre area has increasingly attracted young adults and the elderly due to the prevalence of rental accommodation thus necessitating convenient access to a range of higher order community facilities and services (profile.id).
Across a number of chronic disease categories and risk factor categories the City’s residents have comparable or slightly higher rates of incidence when compared to the broader Perth Metropolitan Area (Social Health Atlas of Western Australian Local Government Areas).

With an index score of 1014 the City is considered the tenth most disadvantaged Local Government Area within the Perth Metropolitan Area based upon factors such as low income, low educational attainment, unskilled jobs and other variables (Australian Bureau of Statistics Index of Relative Socio-Economic Disadvantage).

Overall, 24.8% of local children are developmentally vulnerable in the areas of physical health and wellbeing, social competence, emotional maturity, language and cognitive skills and communication skills (Australian Early Development Index).

These community profile traits, as well as other demographic statistics and participation trends, have formed the basis for assessing the level of future demand for community facilities and services.

**Community Infrastructure Profile**

Compilation and analysis of the City’s existing facilities is an essential tool that supports community infrastructure planning, and on this basis, preparation of the Draft Community Infrastructure Plan included a facility audit. It should be noted that some non-Local Government facilities were included in this audit where considered relevant. Key aspects of the community infrastructure profile include the following:

- 17 x community centres/halls including the Gary Holland Community Centre, Port Kennedy Community Centre, Westerly Family Centre and McLarty Hall.
- 2 x leisure/aquatic centres including the Aqua Jetty and Rockingham Aquatic Centre.
- 3 x recreation centres including the Mike Barnett Sports Complex, Baldivis Recreation Centre and Warnbro Recreation Centre.
- 3 x libraries including the Rockingham Regional Campus Community Library, Safety Bay Library and Warnbro Community Library.
- 10 x youth facilities including the Youth Station, Rockingham PCYC and numerous Skate Parks.
- 24 x active public open spaces including Lark Hill Sportsplex, Stan Twight Reserve, Lawrie Stanford Reserve and Baldivis Oval.
- 13 x sports specific facilities including Safety Bay Bowling Club, Rockingham Tennis Club, Secret Harbour Surf Life Saving Club and Baldivis Archery Club.

The community infrastructure audit has formed the basis for determining whether current facility provision levels meet population demands, to what extent existing facilities can accommodate future population demands (particularly within the City’s new urban development areas) and identification of any gaps in community facility/service supply.

**Community Infrastructure Hierarchy & Provision Standards**

Community infrastructure is generally provided under a hierarchy of provision with different scales of facilities servicing varying sized catchments. The establishment of such a locally relevant community infrastructure hierarchy, and inter-related standards of provision per head of population, provides the basis for the City’s Draft Community Infrastructure Plan. Given that the planning of community infrastructure is a somewhat subjective exercise, based fundamentally on localised assessments, there is no cross-industry accepted hierarchy or associated terminology. A City of Rockingham specific hierarchy has been determined (using the State Planning Policy 3.6 - Development Contributions for Infrastructure - Draft Local Government Guidelines as a basis) for decision making about the types of facilities required and the standard of service required for a particular catchment, as follows:
Regional
- Catchment generally services the Perth metropolitan area south-west sub region encompassing the City of Rockingham as well as the City of Cockburn and Town of Kwinana. Given that Rockingham shares municipal boundaries with the City of Mandurah, Shire of Murray and Shire of Serpentine Jarrahdale these portions of the Peel and south-east sub regions may also form part of the regional service catchment. The catchments served by regional and sub regional facilities may therefore range from over 100,000 people within the immediate Rockingham area, up to 230,000 people within the Rockingham and adjoining municipal areas, and up to 320,000 people throughout the south-west sub region and other adjoining municipal areas. On this basis, the catchment for regional and sub regional infrastructure may extend up to beyond 25 kilometres.
- Infrastructure examples at this level include the Lark Hill Sportsplex and Secret Harbour Surf Life Saving Club

District
- Catchment generally services the entire City of Rockingham area defined by its municipal boundaries with a population in excess of 100,000 people and projected to increase beyond 160,000. On this basis, the catchment for district infrastructure may extend up to 260 square kilometres and a catchment radius of over 10 kilometres.
- Infrastructure examples at this level include the Aqua Jetty and Kent Street Community Arts Centre

Sub District
- Catchment generally services a distinct area defined by a cluster of neighbourhoods, bordered by urban and/or natural barriers, and with a ‘district centre’ at its core. Within the City of Rockingham these sub districts vary in size and population based on urban settlement patterns and prominent service catchment barriers – Coastal North (Rockingham, Shoalwater, Safety Bay, Hillman and Cooloongup), Coastal Central (Waikiki, Warnbro and Port Kennedy), Coastal South (Secret Harbour, Golden Bay and Singleton), Baldivis (Baldivis North, South and East), Karnup and Keralup. On this basis, the catchment for sub district infrastructure may be between 25,000 and 75,000 people with a radius of between 3 and 10 kilometres.
- Infrastructure examples at this level include the Baldivis Library & Community Centre and Lawrie Stanford Reserve

Neighbourhood
- Catchment generally services a cluster of localities accommodating between 10,000 and 15,000 people but this may range up to 25,000 in some circumstances based upon settlements patterns and physical catchment barriers - Rockingham, Shoalwater/Safety Bay, Hillman/Cooloongup, Waikiki/Warnbro, Port Kennedy, Secret Harbour, Golden Bay/Singleton, Baldivis North, Baldivis South and notionally Karnup and Keralup. On this basis, the catchment radius for neighbourhood infrastructure will be between 1 and 3 kilometres. These neighbourhoods are generally defined by urban (quite often local and district distributor roads) barriers and residential development patterns.
- Infrastructure examples at this level include the Baldivis South Community Centre and Shoalwater Oval

The above hierarchy is underpinned by locally relevant facility provision standards that relate to a ratio of facility provision per head of population (i.e. 1 x local community centre per 10,000
residents). Again, whilst there is no industry accepted standards a number of benchmarks have been prepared for the purposes of the City's Draft Community Infrastructure Plan based upon those within the State Planning Policy 3.6 - Development Contributions for Infrastructure - Draft Local Government Guidelines and those utilised within other outer metropolitan local government areas. Importantly, the usage of such standards is simply a guide to desired social outcomes and should not necessarily be regarded as minimum levels of service to be achieved.

**Community Infrastructure Needs Analysis**

Based upon the policy and planning context, current community profile, future population projections and profile, existing community infrastructure provision, locally relevant community infrastructure planning standards and contemporary community facility delivery models the Draft Community Infrastructure Plan includes a detailed needs analysis. For each facility type at each level of the facility hierarchy the needs analysis identifies future provision requirements (if relevant) and a detailed facility brief (location, building/facility area, land area required, facility uses, functional areas, capital cost estimate, capital funding model, delivery timeframe). This facility brief, and the resultant facility concept plan, forms the basis of the capital expenditure strategy within the Draft Community Infrastructure Plan.

There were a number of prominent outcomes from the needs analysis process that have had a direct influence on the Community Infrastructure Plan outcomes. Based on recent and future residential settlement patterns there are a number of new facilities required at the sub district and neighbourhood level within the areas of Baldivis, Secret Harbour and Golden Bay. Given the emergence of Rockingham City Centre as a strategic metropolitan centre there are new facilities required within the centre to serve the broader district catchment. With projected increases in the number of young people there is a wide range of dedicated facilities required for this demographic at the district, sub district and neighbourhood level. Ageing facilities in the City's more established suburbs such as Rockingham and Singleton also necessitates infrastructure upgrades to service existing and future demands.

Overall, based upon the City's land use planning and capital expenditure context the needs analysis outcomes also have a strong focus towards the delivery of multipurpose facilities, shared use facilities, higher order facilities (district and sub district) and the delivery of facilities within highly accessible district centres.

**Community Infrastructure Plan**

There are a total of 23 facilities within the Plan which based upon the needs analysis includes a combination of new infrastructure and redeveloped infrastructure to meet future community demands. A summary of each proposed facility is provided below:

- Kent Street Community Arts Centre - a dedicated arts and cultural facility in the Waterfront Village that provides much needed multipurpose, studio, workshop and gallery spaces for the entire Rockingham district.
- Baldivis Library & Community Centre - a contemporary facility in the Baldivis Town Centre that provides residents throughout the Baldivis sub district with much needed access to meeting spaces, community support services and library information.
- Baldivis District Sporting Complex - a multipurpose facility comprising playing fields, outdoor hard courts, indoor recreation centre, outdoor youth recreation space and supporting amenities to meet demands of both Baldivis residents and the entire Rockingham district.
- Secret Harbour Surf Life Saving Club (Redevelopment) - a redevelopment of the existing facility at the Secret Harbour foreshore to provide improved lifeguard operations, beach amenities and meeting spaces at the City's only fully patrolled, regional beach.
- Rockingham Youth Venue - a dedicated facility in the Rockingham City Centre that provides much needed recreation, education and socialisation spaces for young people from across the entire Rockingham district.
Community Development Standing Committee Minutes
Tuesday 8 March 2011

Confirmed at a Community Development Meeting Held on Monday, 11 April 2011

- Rockingham Aquatic Centre (Redevelopment/Relocation) – a redevelopment of the aquatic centre within the Rockingham City Centre to meet demands for varied, multipurpose aquatic spaces from across the entire Rockingham district.
- Baldivis Youth Recreation Space – a purpose built, outdoor facility to be located within the Baldivis District Sporting Complex providing a place for young people from throughout the Baldivis sub district to both recreate and socialise.
- Secret Harbour Community Library – a contemporary shopfront style facility in the Secret Harbour Town Centre that provides residents in the southern coastal sub district with much needed access to library information and other communication services.
- Lawrie Stanford Reserve (Redevelopment) – a redevelopment of community buildings, playing fields and supporting amenities in Singleton to better meet both active sport/recreation and general community demands from throughout the southern coastal sub district.
- Baldivis Primary School Shared Use Reserve – a shared use reserve to meet future demands for active playing fields within the Baldivis North neighbourhood whilst also facilitating the expansion of Baldivis Primary School to better meet local community needs.
- Rhonda Scarrott Reserve Upgrade – an upgrade to the existing amenities at Rhonda Scarrott Reserve to include a dedicated clubroom facility in anticipation of continued sporting club growth within Golden Bay neighbourhood resulting from residential development.
- Lot 1507 Active Public Open Space – a new public open space comprising a senior sized playing field, clubroom, and other supporting amenities to meet future sport/recreation club demands throughout the Baldivis sub district.
- Baldivis South Multipurpose Community Centre – a multipurpose community centre within the ‘ Lots 635, 739 & 740 Baldivis Road Local Structure Plan’ comprising a variety of meeting and function spaces to meet resident demands within the Baldivis South neighbourhood.
- Baldivis District Indoor Recreation Centre – a multipurpose indoor recreation centre to be located within the Baldivis District Sporting Complex providing sport/recreation courts and other programmable areas for the Baldivis population and broader Rockingham district.
- Stan Twight Reserve Upgrade – an upgrade to the existing amenities at Stan Twight Reserve to include a more functional clubroom facility to better meet both current and future sporting club demands associated with these strategically important sub district playing fields in Rockingham.
- Baldivis South Active Public Open Space – a new public open space comprising a senior sized playing field and supporting amenities to be co-located with the future Baldivis South High School to meet future sport/recreation club demands within the Baldivis South neighbourhood.
- Rockingham Youth Recreation Space (Redevelopment) – a redevelopment of the existing skate park located at the Rockingham PCYC to provide a more contemporary wheeled sport facility that will meet increasing demands of young people from across the entire Rockingham district.
- Baldivis South Youth Recreation Space – a purpose built, outdoor facility to be located within neighbourhood public open space providing a place for young people from throughout Baldivis South to both recreate and socialise.
- Baldivis South High School Outdoor Sport & Recreation Hardcourts – an outdoor facility comprising up to four hard courts to be co-located with the future Baldivis South High School to meet both structured and unstructured demands within the Baldivis South neighbourhood.
CONFIRMED AT A COMMUNITY DEVELOPMENT
MEETING HELD ON MONDAY, 11 APRIL 2011

PRESIDING MEMBER

- Port Kennedy Outdoor Sport & Recreation Hardcourts – an outdoor facility comprising up to four hard courts to be co-located within neighbourhood public open space to meet both structured and unstructured demands within the Port Kennedy neighbourhood.

- Waikiki/Warnbro Youth Recreation Space – a purpose-built, outdoor facility to be located at Currie Street Reserve providing a place for young people from throughout the Waikiki/Warnbro neighbourhood to both recreate and socialise.

- Lark Hill Sportsplex Stage Two – as per the Lark Hill Regional Sporting Complex Master Plan the future development of AFL playing fields, clubrooms and other supporting amenities to complete this facility as the primary regional sporting complex whilst also servicing the Rockingham district.

- Aqua Jetty Stage Two – as per the Aqua Jetty Stage Two Feasibility Study the future development of additional group fitness, indoor sports courts, offices and consulting rooms, crèche and swimming clubroom to meet increased sport/recreation demands across the entire Rockingham district.

This schedule of community infrastructure, and resultant capital expenditure requirements, requires alignment with the City Business Plan subject to the identification of necessary revenue sources. On this basis, Council’s business planning process will directly inform facility delivery timeframes with due consideration of those facility needs and priorities as identified within the Draft Community Infrastructure Plan. A summary of the Draft Community Infrastructure Plan capital expenditure outcomes and proposed facility delivery timeframes, based upon the Plan’s needs analysis and the other key overarching principles, has been included as Attachment 1. It should be noted that the Draft Community Infrastructure Plan has focussed on facility delivery over the next ten years whereas delivery over an extended twenty year timeframe is most likely given the significant demands on the City Business Plan. Notably, these extended facility delivery timeframes will need to then be balanced with additional community infrastructure requirements for the period 2020/21 to 2031/32 that will be identified through future versions of the Community Infrastructure Plan.

Also, the draft facility concept plans presented and associated capital cost estimates remain subject to further development and towards this end the City has appointed a Project Architect to prepare and/or review facility plans and a Quantity Surveyor to prepare capital cost estimates. In addition, each element of community infrastructure remains dependant upon the five phases in the facility planning process (needs assessment, feasibility study, detailed design, construction, activation) with key decision making milestones remaining subject to Council consideration. However, upon alignment of the Community Infrastructure Plan with the City Business Plan the facility scope and delivery timeframe should not be subject to change unless under exceptional circumstances.

4. Implications to Consider

a. Consultation with the Community

The Draft Community Infrastructure Plan will be made available for public comment for a period of 28 days commencing in March 2011 through local press and the City’s website and libraries. It should also be noted that many individual projects within the Draft Community Infrastructure Plan, such as the Baldivis Library & Community Centre and Lawrie Stanford Reserve Master Plan, have been subject to extensive consultation with local residents and other key stakeholders. This consultation with the community will continue during the more detailed development and design processes for each specific community facility.

b. Consultation with Government Agencies

Whilst the Draft Community Infrastructure Plan has not been subject to broad consultation with Government Agencies it should be noted that many individual projects, such as the Baldivis District Sporting Complex and Baldivis Primary School Shared Use Reserve, have been the subject of consultation with such agencies as the Department of Sport & Recreation and Department of Education. This consultation with key Government Agencies
will continue throughout the public comment period and during the more detailed development and design processes for each specific community facility.

c. **Strategic**

The Draft Community Infrastructure Plan is directly aligned with the ‘Infrastructure & Services’ Key Focus Area within the Draft Community Plan as approved at the Ordinary Council Meeting in October 2010 (Report SC-001/10). In addition, the Draft Community Infrastructure Plan remains consistent with the City’s Community Development Plan 2007 – 2012 objectives (Key Focus Area – Infrastructure Development) to plan, develop and manage community facilities that meet the social, recreation, education, housing and transport needs of the community and (Key Focus Area – Relationship Building & Connections) to build self-reliant community organisations and develop mutually beneficial partnerships between government, business and residents.

d. **Policy**

Nil

e. **Financial**

The Draft Community Infrastructure Plan still requires alignment with the City Business Plan that shall be considered at the Ordinary Council Meeting in April 2011. The capital expenditure implications associated with Draft Community Infrastructure Plan is approximately $91,192,000. Notably, anticipated revenue through external grants (up to approximately $15,000,000) and development contributions that may reduce municipal expenditure will be considered as part of the City’s revenue strategy that underpins the business planning process.

Whilst the Plan has been substantially prepared by the City’s Community Development Division, and a cross-Divisional Project Team, the resultant facility concept plans and capital cost estimates remain subject to review. Through a request for quotation process a suitably qualified Project Architect has been appointed at a cost of $50,760 to prepare facility concept plans (where necessary) and independently certify the associated capital cost estimates. Should the City consider community infrastructure contributions in accordance with State Planning Policy 3.6 - Development Contributions for Infrastructure these.

f. **Legal and Statutory**

The preparation and endorsement of the Community Infrastructure Plan remains consistent with the requirements of State Planning Policy 3.6 - Development Contributions for Infrastructure and therefore may provide the basis for an amendment to the City of Rockingham Town Planning Scheme No.2 in pursuance of section 75 of the Planning and Development Act 2005.

5. **Comments**

The forward planning and coordination of community infrastructure is fundamental to the social well-being of the City’s residents, and remains a key element to achieve our community’s vision for the future. The Draft Community Infrastructure Plan represents another essential element of Council’s integrated strategic planning framework that will ensure the timely delivery of community facilities and services within the context of the City Business Plan and Revenue Strategy.

The focus of this report is on presenting to Council for its endorsement the facilities needing to be developed in Rockingham over the next ten to twenty years. Therefore, given the importance of the Community Infrastructure Plan it has been presented at a Councillor Briefing Session on 9 March 2011 and will then be subject to a 28 day public comment period. Based upon feedback from these consultation processes the Plan will then be presented to the Ordinary Council Meeting in May 2011 for consideration and adoption prior to any implementation. The consideration of the City Business Plan at the Ordinary Council Meeting in April 2011 will also directly inform the Final Community Infrastructure Plan in relation to facility delivery timeframes.
6. **Voting Requirements**

Simple majority

7. **Officer Recommendation**

That Council:

1. **ENDORSE** the Draft City of Rockingham Community Infrastructure Plan.

2. **APPROVE** the commencement of a 28 day public comment period for the Draft City of Rockingham Community Infrastructure Plan.

8. **Committee Recommendation**

That Council:

1. **ENDORSE** the Draft City of Rockingham Community Infrastructure Plan.

2. **APPROVE** the commencement of a 28 day public comment period for the Draft City of Rockingham Community Infrastructure Plan.

   Committee Voting - 4/0

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

   Not applicable.

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

   Not applicable.
# Cultural Advisory Committee Meeting

## Reference No & Subject:

<table>
<thead>
<tr>
<th>CCB-001/11 Cultural Advisory Committee Meeting Minutes</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSV/27-03</td>
</tr>
<tr>
<td>Lee Battersby, Community Development Officer</td>
</tr>
</tbody>
</table>

## Date of Committee Meeting:

8 March 2011

## Terms of Reference:

To advise on matters of Culture and Arts policy and oversee grants applications

## Composition:

1 Councillor, 7 Community Members

Execute Support – Community Development

Community Capacity Building Team

## Nature of Council’s Role in this Matter:

Executive Function

## Attachments:

Minutes of Meeting held on 15 December 2010

## Maps/Diagrams:

1. Receipt of Minutes

   That Council receive the Minutes of the Cultural Advisory Committee Meeting held on 15 December 2010 for information.

2. Recommendations to Standing Committee

   There were no recommendations arising from the Cultural Advisory Committee Meeting.

3. Committee Recommendation

   That Council **RECEIVE** the Minutes of the Cultural Advisory Committee Meeting held on 15 December 2010 for information.

   Committee Voting – 4/0
4. The Committee’s Reason for Varying the Officer’s Recommendation

Not applicable.

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

Not applicable.
<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CCB-002/11 Active Ageing &amp; Care Advisory Committee Minutes</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CSV/534</td>
</tr>
<tr>
<td>Author:</td>
<td>Julie McDonald, Active Ageing Development Manager</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>8 March 2011</td>
</tr>
<tr>
<td>Terms of Reference:</td>
<td>To drive the development of Rockingham communities to provide lifestyle opportunities, facilities and support services, for people post retirement, seniors, frail elderly and their carers, to ensure their continued participation and inclusion in the community, in order that they can meet their own needs and aspirations</td>
</tr>
<tr>
<td>Composition:</td>
<td>3 Councillors, 8 Community Members</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td></td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Minutes of Meeting held 17 February 2011, 16 December 2010 and 15 July 2010.</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td></td>
</tr>
</tbody>
</table>

1. **Receipt of Minutes**

That Council receive the Minutes of Active Ageing & Care Advisory Committee Meetings held on 17 February 2011, 16 December 2010 and 15 July 2010.

2. **Recommendations to Standing Committee**

There were no recommendations arising from the Active Ageing and Care Advisory Committee Meeting.
### 3. Committee Recommendation

That Council **RECEIVE** the Minutes of Active Ageing & Care Advisory Committee Meetings held on 17 February 2011, 16 December 2010 and 15 July 2010.

Committee Voting - 4/0

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

Not applicable.

### 5. Implications of the Changes to the Officer’s Recommendation

Not applicable.
## Community Development Advisory & Occasional Committee Minutes

### Rockingham Education & Training Advisory Committee

### Reference No & Subject:

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CCB-003/11 Rockingham Education &amp; Training Advisory Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CSV/1522</td>
</tr>
<tr>
<td>Author:</td>
<td>Kim Byrnes, Community Development Officer</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>8 March 2011</td>
</tr>
<tr>
<td>Terms of Reference:</td>
<td>To facilitate collaboration between key stakeholders to best identify and meet the lifelong educational needs of the Rockingham community.</td>
</tr>
<tr>
<td>Composition:</td>
<td>2 Councillors, 10 Community Members</td>
</tr>
<tr>
<td></td>
<td>Executive Support – Community Development</td>
</tr>
<tr>
<td></td>
<td>Community Capacity Building</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td></td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Minutes of Rockingham Education &amp; Training Advisory Committee Meeting held 9 February 2011</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td></td>
</tr>
</tbody>
</table>

### 1. Receipt of Minutes

That Council receive the minutes of Rockingham Education and Training Advisory Committee.

### 2. Recommendations to Standing Committee

There were no recommendations arising from the Rockingham Education and Training Advisory Committee.

### 3. Committee Recommendation

That Council **RECEIVE** the minutes of Rockingham Education and Training Advisory Committee.

Committee Voting – 4/0
4. The Committee’s Reason for Varying the Officer’s Recommendation

Not applicable.

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

Not applicable.
## Community Development
### Advisory & Occasional Committee Minutes
#### Community Capacity Building

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CCB-004/11 Community Grants Program Committee</th>
</tr>
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<tbody>
<tr>
<td>File No:</td>
<td>GRS/48</td>
</tr>
<tr>
<td>Author:</td>
<td>Jillian Obiri-Boateng, Coordinator Community Capacity Building</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Michael Holland, Manager Community Capacity Building</td>
</tr>
<tr>
<td></td>
<td>Narelle Hughes, Community Development Officer</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>8 March 2011</td>
</tr>
<tr>
<td>Terms of Reference:</td>
<td>To consider and make recommendations to Council regarding the minor, event and infrastructure planning and development grant applications; and to provide feedback to staff on the Community Grants Program implementation guidelines.</td>
</tr>
<tr>
<td>Composition:</td>
<td>4 Councillors</td>
</tr>
<tr>
<td></td>
<td>Executive Support – Community Development</td>
</tr>
<tr>
<td></td>
<td>Community Capacity Building</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Cr L Liley declared an interest affecting impartiality in Item CCB-004/11 - Community Grants Program Committee, as detailed within Clause 3.3 of Council’s Code of Conduct and Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, as she is a member of the Rockingham Golf Club.</td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Minutes of meeting held on 23 February 2011</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td></td>
</tr>
</tbody>
</table>

### 1. Receipt of Minutes

That Council receive the minutes of the Community Grants Program Committee meeting held on 23 February 2011.
## 2. Recommendations to Standing Committee

### 2.1 Recommendation 1: Approvals from CGP Funding Round 3

**Advisory Committee Recommendation:**

That Council *APPROVE* the allocation of the funds for minor, event and infrastructure planning and development grants under the 2010/11 Community Grants Program (CGP) Round Three as follows:

<table>
<thead>
<tr>
<th>Applicant Event/ Project</th>
<th>Subject To</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockingham RSL, ANZAC DAY March</td>
<td>ANZAC Day march funded. RSL to apply for Long Tan funds in next financial year.</td>
<td>2,000.00</td>
</tr>
<tr>
<td>Settlers Hills Residents Association Film Night</td>
<td></td>
<td>2,000.00</td>
</tr>
<tr>
<td>Rockingham Football Club (RAMS) WAFL game</td>
<td></td>
<td>8,400.00</td>
</tr>
<tr>
<td>Peel Thunder WAFL game</td>
<td></td>
<td>8,100.00</td>
</tr>
<tr>
<td>Waikiki Family Resource Centre Young Parents Program</td>
<td>Funds not to be expended on scrap book workshops</td>
<td>16,075.00</td>
</tr>
<tr>
<td>Rockingham Volunteer Sea Rescue Operational funds</td>
<td></td>
<td>12,727.00</td>
</tr>
<tr>
<td>Rockingham Family Historical Society Operational funds</td>
<td></td>
<td>1,000.00</td>
</tr>
<tr>
<td>Salvation Army Tip Passes</td>
<td></td>
<td>4,880.00</td>
</tr>
<tr>
<td>Volunteer Task Force Tip Passes</td>
<td></td>
<td>5,460.00</td>
</tr>
<tr>
<td>Rockingham City Community Garden Operational funds</td>
<td></td>
<td>4,257.94</td>
</tr>
<tr>
<td>Rockingham Football Club (RAMS) Operational funds</td>
<td></td>
<td>5,000.00</td>
</tr>
<tr>
<td>Rockingham City Football Club Operational funds</td>
<td></td>
<td>5,000.00</td>
</tr>
<tr>
<td>Rockingham Bell Ringers equipment</td>
<td></td>
<td>1,200.00</td>
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<tr>
<td>Rockingham Regional Arts equipment</td>
<td></td>
<td>2,484.00</td>
</tr>
<tr>
<td>Rockingham Golf Club capital works</td>
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<td>8,095.23</td>
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<tr>
<td>Safety Bay Football Club capital works</td>
<td></td>
<td>16,755.00</td>
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<tr>
<td>Safety Bay Tennis Club capital works</td>
<td></td>
<td>20,000.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>123,434.17</strong></td>
</tr>
</tbody>
</table>

### Implications to Consider

- **a. Strategic**
  
  Nil

- **b. Policy**
  
  In accordance with the Governance and Meeting Framework Policy Section 4.4

- **c. Financial**
  
  An amount of $350,000 plus $100,000 had been identified as sufficient to fund the Community Grants Program (CGP) and the Community Group Capital Grants (CGCG) programs for the 2010/11 financial year. An allocation of $255,300 was identified through the September 2010 quarterly budget review for the CGP. Additionally $100,000 was allocated to the CGCG program providing a total of $355,300.
Currently $202,836.69 has been expended through Rounds 1 and 2 of the CGP, approved Sundry and Travel donations and the CGCG. Therefore, if Council approves the CGP Committee's recommendation for funds in Round 3 of $123,434.17 the total expenditure for the CGP to date would be $326,270.86, leaving $29,029.14 for the final CGP funding round as well as any further Sundry and Travel donations within the year. Surplus funds of $70,000 have now been identified to be allocated to the CGP to ensure availability of funds for the remainder of the funding period.

d. **Legal and Statutory**
Nil

e. **Voting Requirements**
Simple Majority

Officer Comments & Recommendation if Different to Committee Recommendation
Nil

### 2.2 Recommendation 2: Non-Approvals from CGP Funding Round 3

**Advisory Committee Recommendation:**

That Council **NOT APPROVE** the applications from the Secret Harbour Residents Association, Silver Clefs Harmony Chorus Inc and Kerry Wickham St George for funding under the 2010/11 Community Grants Program.

**Implications to Consider**

a. **Strategic**
Nil

b. **Policy**
In accordance with the Governance and Meeting Framework Policy Section 4.4

c. **Financial**
Nil

d. **Legal and Statutory**
Nil

e. **Voting requirements**
Simple Majority

Officer Comments & Recommendation if Different to Committee Recommendation
Nil

### 3. Committee Recommendation

That Council

1. **RECEIVE** the minutes of the Community Grants Program Committee meeting held on 23 February 2011.

2. **APPROVE** the allocation of the funds for minor, event and infrastructure planning and development grants under the 2010/11 Community Grants Program (CGP) Round Three as follows:
<table>
<thead>
<tr>
<th>Applicant Event/Project</th>
<th>Subject To</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockingham RSL, ANZAC DAY March</td>
<td>ANZAC Day march funded. RSL to apply for Long Tan funds in next financial year.</td>
<td>2,000.00</td>
</tr>
<tr>
<td>Settlers Hills Residents Association Film Night</td>
<td></td>
<td>2,000.00</td>
</tr>
<tr>
<td>Rockingham Football Club (RAMS) WAFL game</td>
<td></td>
<td>8,400.00</td>
</tr>
<tr>
<td>Peel Thunder WAFL game</td>
<td></td>
<td>8,100.00</td>
</tr>
<tr>
<td>Waikiki Family Resource Centre Young Parents Program</td>
<td>Funds not to be expended on scrap book workshops</td>
<td>16,075.00</td>
</tr>
<tr>
<td>Rockingham Volunteer Sea Rescue Operational funds</td>
<td></td>
<td>12,727.00</td>
</tr>
<tr>
<td>Rockingham Family Historical Society Operational funds</td>
<td></td>
<td>1,000.00</td>
</tr>
<tr>
<td>Salvation Army Tip Passes</td>
<td></td>
<td>4,880.00</td>
</tr>
<tr>
<td>Volunteer Task Force Tip Passes</td>
<td></td>
<td>5,460.00</td>
</tr>
<tr>
<td>Rockingham City Community Garden Operational funds</td>
<td></td>
<td>4,257.94</td>
</tr>
<tr>
<td>Rockingham Football Club (RAMS) Operational funds</td>
<td></td>
<td>5,000.00</td>
</tr>
<tr>
<td>Rockingham City Football Club Operational funds</td>
<td></td>
<td>5,000.00</td>
</tr>
<tr>
<td>Rockingham Bell Ringers equipment</td>
<td></td>
<td>1,200.00</td>
</tr>
<tr>
<td>Rockingham Regional Arts equipment</td>
<td></td>
<td>2,484.00</td>
</tr>
<tr>
<td>Rockingham Golf Club capital works</td>
<td></td>
<td>8,095.23</td>
</tr>
<tr>
<td>Safety Bay Football Club capital works</td>
<td></td>
<td>16,755.00</td>
</tr>
<tr>
<td>Safety Bay Tennis Club capital works</td>
<td></td>
<td>20,000.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>123,434.17</strong></td>
</tr>
</tbody>
</table>

3. _NOT APPROVE_ the applications from the Secret Harbour Residents Association, Silver Clefs Harmony Chorus Inc and Kerry Wickham St George for funding under the 2010/11 Community Grants Program.

Committee Voting - 4/0

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

Not applicable.

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

Not applicable.
Community Development Advisory & Occasional Committee Minutes

<table>
<thead>
<tr>
<th>Reference no &amp; Subject:</th>
<th>CSA-002/11 City Safe Advisory Committee Meeting Minutes</th>
</tr>
</thead>
<tbody>
<tr>
<td>File no:</td>
<td>COM/55</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>City of Rockingham Advisory Committee</td>
</tr>
<tr>
<td>Author:</td>
<td>Genevieve Rowles, Manager Community Safety</td>
</tr>
<tr>
<td>Other contributors:</td>
<td>3 Councillors, 9 Community Members</td>
</tr>
<tr>
<td>Date of Committee meeting:</td>
<td>8 March 2011</td>
</tr>
<tr>
<td>Terms of Reference:</td>
<td>To oversee the all of Council approach to crime prevention and community safety.</td>
</tr>
<tr>
<td>Composition:</td>
<td>3 Councillors, 9 Community Members</td>
</tr>
<tr>
<td>Disclosure of interest:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Nature of Council’s role in this matter:</td>
<td>Minutes of the City Safe Advisory Committee Meeting held on 10 February 2011.</td>
</tr>
</tbody>
</table>

1. **Receipt of Minutes**

That Council receive the Minutes of the City Safe Advisory Committee Meeting held on 10 February 2011 for information.
## 2. Recommendations to Standing Committee

### 2.1 Recommendation 1: Rockingham Shopping Centre Management

**Advisory Committee Recommendation:**
That Council be requested to *WRITE* to Rockingham Shopping Centre Management to question if restraining orders are an option that they are willing to undertake.

### Implications to Consider

<table>
<thead>
<tr>
<th>Category</th>
<th>Implication</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strategic</td>
<td>Nil</td>
</tr>
<tr>
<td>Policy</td>
<td>Nil</td>
</tr>
<tr>
<td>Financial</td>
<td>Nil</td>
</tr>
<tr>
<td>Legal and Statutory</td>
<td>Nil</td>
</tr>
<tr>
<td>Voting Requirements</td>
<td>Simple Majority</td>
</tr>
</tbody>
</table>

**Officer Comments & Recommendation if Different to Committee Recommendation**
That Council *AGREE* to investigate with the Rockingham Shopping Centre Management, the question of issuing restraining orders to known offenders.

**Rationale**
It is necessary for Council to support the concept of approaching the Rockingham Shopping Centre Management to ascertain if they are willing to issue restraining orders to known offenders.

### 3. Committee Recommendation

That Council:

1. *RECEIVE* the Minutes of the City Safe Advisory Committee Meeting held on 10 February 2011 for information.
2. *NOT SUPPORT* Council it investigating with the Rockingham Shopping Centre the matter of issuing restraining orders.

Committee Voting - 4/0

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

The Community Development Standing Committee amended the recommendation on the basis that the matter of investigating with the Rockingham Shopping Centre Management the question of restraining orders is not Council’s core business.

### 5. Implications of the Changes to the Officer’s Recommendation

Nil
<table>
<thead>
<tr>
<th></th>
<th>Reports of Councillors</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Nil.</td>
</tr>
<tr>
<td>14.</td>
<td>Addendum Agenda</td>
</tr>
<tr>
<td></td>
<td>Nil.</td>
</tr>
<tr>
<td>15.</td>
<td>Motions of which Previous Notice has been Given</td>
</tr>
<tr>
<td></td>
<td>Nil.</td>
</tr>
<tr>
<td>16.</td>
<td>Notices of Motion for Consideration at the Following Meeting</td>
</tr>
<tr>
<td></td>
<td>Nil.</td>
</tr>
<tr>
<td>17.</td>
<td>Urgent Business Approved by the Person Presiding or by Decision of the Committee</td>
</tr>
<tr>
<td></td>
<td>Nil.</td>
</tr>
<tr>
<td>18.</td>
<td>Matters Behind Closed Doors</td>
</tr>
<tr>
<td></td>
<td>Nil.</td>
</tr>
<tr>
<td>19.</td>
<td>Date and Time of Next Meeting</td>
</tr>
<tr>
<td></td>
<td>The next Community Development Standing Committee Meeting will be held on <strong>Monday 11 April 2011</strong> in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.</td>
</tr>
<tr>
<td>20.</td>
<td>Closure</td>
</tr>
<tr>
<td></td>
<td>There being no further business, the Chairman thanked those persons present for attending the Community Development Standing Committee meeting, and declared the meeting closed at 4:55pm.</td>
</tr>
<tr>
<td>21.</td>
<td>Attachments</td>
</tr>
<tr>
<td></td>
<td>Nil.</td>
</tr>
</tbody>
</table>