MINUTES
Corporate and Community Development Committee Meeting
Held on Tuesday 18 March 2014 at 4:00pm
City of Rockingham Boardroom
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<th>Closure</th>
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City of Rockingham  
Corporate and Community Development Committee Meeting Minutes  
Tuesday 18 March 2014 - Council Boardroom  

<table>
<thead>
<tr>
<th>1. Declaration of Opening</th>
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<tbody>
<tr>
<td>The Chairperson declared the Corporate and Community Development Committee Meeting open at <strong>4:00pm</strong>, welcomed all present, and recited the Acknowledgement of Country.</td>
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<table>
<thead>
<tr>
<th>2. Record of Attendance/Apologies/Approved Leave of Absence</th>
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<tr>
<td><strong>2.1 Councillors</strong></td>
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<tr>
<td>Cr Leigh Liley</td>
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<td>Cr Matthew Whitfield</td>
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<td>Cr Justin Smith</td>
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<td>Cr Barry Sammels (Mayor)</td>
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<td>Cr Chris Elliott</td>
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<td><strong>2.2 Executive</strong></td>
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<tr>
<td>Mr Andrew Hammond</td>
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<td>Mr John Pearson</td>
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<td>Mr John Woodhouse</td>
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<td>Mr Michael Holland</td>
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<td>Mr Ben Searcy</td>
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<td>Ms Karin Strachan</td>
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<td>Ms Vanisha Govender</td>
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<td>Mr Michael Yakas</td>
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<td>Mr Ashley Pittard</td>
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<td>Ms Genevieve Rowles</td>
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<td>Ms Alison Oliver</td>
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<td>Ms Nollaig Baker</td>
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<td>Ms Julie McDonald</td>
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<td>Mr Peter Varris</td>
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<td>Mrs Jelette Edwards</td>
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<td>Ms Sue Langley</td>
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<tr>
<td>Mrs Ann Fitzpatrick</td>
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<tr>
<td><strong>2.3 Members of the Gallery:</strong></td>
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<td><strong>2.4 Apologies:</strong></td>
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<tr>
<td><strong>2.5 Approved Leave of Absence:</strong></td>
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</tbody>
</table>
3. **Responses to Previous Public Questions Taken on Notice**
   
   Nil

4. **Public Question Time**

   **4:02pm** The Chairperson invited members of the Public Gallery to ask questions. There were none.

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

   Moved Cr J Smith, seconded Cr Whitfield:
   
   That Committee **CONFIRM** the Minutes of the Corporate and Community Development Committee Meeting held on 18 February 2014, as a true and accurate record.

   Committee Voting – 5/0

6. **Matters Arising from the Previous Minutes**

   Nil

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

   **4:03pm** The Chairperson announced to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the next Council meeting.

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

   **4:03pm** The Chairperson asked if there were any interests to declare. There were none.

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

   Nil

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

    Nil

11. **Bulletin Items**

    Corporate and General Management Services Information Bulletin – March 2014

    **Corporate Services**
    1. Corporate Services Team Overview
    2. Human Resource Update
    3. Project Status Reports
       3.1 Retention and Disposal Project
       3.2 Document Migration Project
       3.3 Digital Preservation Strategy
       3.4 Closed-Circuit Television (CCTV)
       3.5 Warnbro Library Cable Upgrade
       3.6 Safety Bay Library Cable Upgrade
       3.7 ICT Strategic Plan
       3.8 DC1 SAN replacement
3.9 Redevelopment of SOE  
3.10 VM Upgrade to Version 5 & MS Server 8 to 2012  
3.11 Training Room Projector  
3.12 Plotter/Scanner Replacement  
4. Information Items  
   4.1 Change of Basis of Rates  
   4.2 List of Payments February 2014  

**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 Service  
   4.2 Rockingham Aquatic Centre  
   4.3 Rockingham Autumn Centre  
   4.4 Gary Holland Community Centre  
   4.5 Warnbro Community Recreation Centre  
   4.6 Mike Barnett Sports Complex  
   4.7 Aqua Jetty  

**Governance and Councillor Support**  
1. Governance and Councillor Support Team Overview  
2. Human Resource Update  
3. Project Status Reports  
4. Information Items  
   4.1 Docs on Tap  
   4.2 Local Law Adaption Process  
   4.3 National Sea Change Taskforce Newsletter  

**Human Resources**  
1. Human Resources Team Overview  
2. Human Resource Update  
3. Project Status Reports  
   3.1 Employee Wellness Programme  
   3.2 Corporate Training Programme  
   3.3 Leadership & Management Programme  
   3.4 Values Programme  
   3.5 Occupational Safety & Health Programme  
4. Information Items  

**Economic Development**  
1. Economic Development Team Overview  
2. Human Resource Update  
3. Project Status Reports  
   3.1 Rebranding Campaign Budget  
   3.2 Regional Leadership Campaign  
   3.3 Online Forecasting Tool  
   3.4 Mundijong Road Communication Plan  
   3.5 Tourism Strategy  
   3.6 Website Review  
   3.7 Global Friendship  
4. Information Items  
   4.1 Print and Graphic Design Tender
4.2 Style Guide Update
4.3 Social Media
4.4 Community Plan Workshop DVD
4.5 Media Tracking
4.6 Other initiatives the Economic Development team is involved with

**Strategy Coordination**

1. Strategy Coordination Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Update of Climate Change Response Plan and implementation of Key Actions
   3.2 Risk Analysis Framework – Roll out and Audit
   3.3 Risk Management Training
   3.4 Community Engagement Framework
4. Information Items
   4.1 2013 Customer Satisfaction Survey
   4.2 Coordinating the Development of a 10 Year Infrastructure Plan
   4.3 4th Generation Team Plans
   4.4 Coordinating the Development and Implementation of a Development Contribution Scheme
   4.5 City Scoreboard
   4.6 Other initiatives that the Strategy Coordination team is involved with

**Legal Services & General Counsel**

1. Legal Services & General Counsel Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   Provision of Legal Advice
   4.1 Legal Advice – Local Government Operational Matters
   4.2 Documentation
   4.3 Proceedings in Courts/State Administrative Tribunal/Other Tribunals/Commissions etc
   Oversight of Systems and Documentation
   4.4 Executive Policy – Withdrawal of Parking Infringements
   4.5 Policy – Local Law – Various activities
   Legal Capacity Building
   4.6 Training

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**Committee Recommendation**

That Councillors acknowledge having read the Corporate and General Management Services Information Bulletin – March 2014 and the content be accepted.

Committee Voting – 5/0

**Community Development Information Bulletin – March 2014**

**Community Support Services**

1. Community Support Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Regional Community Services Leadership Programmes
   3.2 Urban Art
3.3 Rockingham Connect

4. Information Items
   4.1 Community Support Services General
   4.2 Youth Services
   4.3 Out of School Hours Care (OOSHC)
   4.4 Social Connector Pilot Program

Library Services
1. Library Services Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information items
   4.1 January Library Statistics
   4.2 Baldivis Library and Community Centre Monthly Report
   4.3 Safety Bay Library Monthly Report
   4.4 Warnbro Community Library Monthly Report

Community Infrastructure Planning
1. Community Infrastructure Planning Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Coastal South Sub District Local and District Sporting Strategy
   3.2 Baldivis Library and Community Centre
   3.3 Youth Outdoor Recreation Space Strategy – Implementation Actions
   3.4 Regional Cycling Facilities Feasibility Study
   3.5 Golden Bay Primary School - Shared Use Open Space Development and Agreement
   3.6 Secret Harbour Surf Life Saving Club Redevelopment (SHSLSC)
   3.7 Baldivis Primary Shared Use Reserve
   3.8 Lot 1507 Active Public Open Space Development
   3.9 Baldivis District Sporting Complex Feasibility Study and Concept Plans
   3.10 Active Ageing Precinct Master Plan
   3.11 Rockingham Youth Venue – Feasibility Planning
   3.12 Public Open Space Strategy
   3.13 Community Purpose Site Strategy
   3.14 Laurie Stanford Reserve – Management and Business Planning
   3.15 Secret Harbour Community Library Feasibility Study and Concept Plan
   3.16 Sports Reserve Floodlighting Program
   3.17 Aquatic Facilities Strategy
   3.18 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 Rockingham Regional Environmental Centre (RREC)
   3.2 Community Grants Program (CGP)
   3.3 Infrastructure Planning and Development Grants (IPDG)
   3.4 Bert England Lodge – Management and Governance
   3.5 Disability Access and Inclusion Plan (DAIP)
   3.6 Christmas Decorations Program
4. Information Items
   4.1 Community Garden
   4.2 Rockingham City Football Club
   4.3 Rockingham Rams Football Club
   4.4 Active Ageing
   4.5 Challenger Court – Aged Persons Units
   4.6 Challenger Lodge
   4.7 Seniors Planning Project
   4.8 Active Ageing Community Expo for Seniors and Carers
   4.9 Active Ageing Forums
   4.10 Youth Development
   4.11 Sport and Recreation
   4.12 Rockingham Early Years Group (REYG)
   4.13 Rockingham Education and Training Advisory Committee (RETAC)
   4.14 Community Capacity Building Events
   4.15 Outdoor Event Applications
   4.16 Cultural Development and Arts
   4.17 Reconciliation Action Plan (RAP)

Community Safety
1. Community Safety Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information items
   4.1 Security Support Services
   4.2 Community Safety / Crime Prevention

Community Development
1. Community Safety Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information items
   4.1 Exeloo

Committee Recommendation
That Councillors acknowledge having read the Community Development Information Bulletin – March 2014 and the content be accepted.

Committee Voting – 5/0
12. Agenda Items

Corporate Services

Corporate Services
Financial Services

Reference No & Subject: CS-005/14
File No: FLM/88
Risk Register No: 330
Proponent/s: Mrs Vanisha Govender, Manager Financial Services
Author: Mrs Vanisha Govender, Manager Financial Services
Other Contributors:  
Date of Committee Meeting: 18 March 2014
Previously before Council:  
Disclosure of Interest:  
Nature of Council’s Role in this Matter: Executive

Site:  
Lot Area:  

Purpose of Report

Background
Nil

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

a. **Consultation with the Community**  
   Not Applicable

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

c. **Strategic**  
   **Community Plan**  
   This item addresses the Community’s Vision for the future and specifically the following Aspiration contained in the Community Plan 2011:
   
   **Aspiration 15:** Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

d. **Policy**  
   Nil

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

f. **Legal and Statutory**  

g. **Risk**  
   **Risk Implications of Implementing Officer Recommendation**  
   Nil  
   **Risk Implications of Not Implementing Officer Recommendation**  
   High  
   - Non Compliance with relevant legislation

**Comments**

The numerous variances identified have been reviewed within the current budget review.

**Voting Requirements**

Simple Majority

**Officer Recommendation**


**Committee Recommendation**


Committee Voting – 5/0
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<thead>
<tr>
<th><strong>The Committee’s Reason for Varying the Officer’s Recommendation</strong></th>
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<tbody>
<tr>
<td>Not Applicable</td>
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<thead>
<tr>
<th><strong>Implications of the Changes to the Officer’s Recommendation</strong></th>
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<tbody>
<tr>
<td>Not Applicable</td>
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Purpose of Report

To present the February 2014 Quarterly Budget Review for Council’s consideration and to seek Council’s authorisation of the budget amendments arising from the review.

Background

The City of Rockingham undertakes quarterly budget reviews to monitor its financial performance against the annual budget and to review projections to the end of the financial year. Any variations to the annual budget arising from the review process are presented for Council’s consideration and authorisation.

Details

The February 2014 Quarterly Budget Review includes details of transactions during the July 2013 - February 2014 period and adjustments required to the annual budget. The document includes the following information:

1. Summary of Budget Position
2. Detailed Statement of Revenue and Expenditure by Department

CONFIRMED AT A CORPORATE AND COMMUNITY DEVELOPMENT MEETING HELD ON TUESDAY, 15 APRIL 2014

PRESIDING MEMBER
Implications to Consider

a. Consultation with the Community
   Not Applicable

b. Consultation with Government Agencies
   Not Applicable

c. Strategic
   This item addresses the Community’s Vision for the future and specifically the following Aspiration contained in the Community Plan 2011:
   Aspiration 15: Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

d. Policy
   Nil

e. Financial
   The overall effect of the various budget amendments is an anticipated surplus of $13,396.00.

f. Legal and Statutory
   Regulation 33A of the Local Government (Financial Management) Regulations 1996 requires local governments to undertake a budget review between 1 January and 31 March in each financial year. Within 30 days of the review being completed it is to be presented to Council. Council is to consider the review submitted and is to determine (by Absolute Majority) whether to adopt the review, any parts of the review or any recommendations made in the review. Within 30 days after Council has made a determination, a copy of the review and documentation is to be provided to the Department of Local Government.

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

Comments

The main amendments proposed in the Budget Review are summarised below.

Opening Surplus: The opening surplus has increased by $57,224.00 to reflect the audited closing position at 30 June 2013.

Operating Expenditure: The operating expenditure has increased by $4.6million with the major amendments being depreciation adjustments and Internal Tip and Land fill charges offsetted against increase in operating revenue for the Landfill site.

Operating Revenue: The operating revenue has increased by $2.3million with the major amendments being Internal Charges for Tip Passes and Land fill charges, Tip Fees and Sale of Scrap.

Capital Expenditure: The capital expenditure has decreased by $0.3million.

Capital Revenue: The capital revenue has been decreased by $2.2million as a result of applying the surplus funds of $1.5million identified in the September 2013 budget review and the current budget review surplus to Baldivis borrowings.

The overall result is a decrease in the anticipated surplus from the September 2013 Quarterly Budget Review to $13,396.00.
## Voting Requirements

Absolute Majority

## Officer Recommendation

That Council:

1. **ADOPT** the February 2014 Quarterly Budget Review; and
2. **AMEND** the budget accordingly.

## Committee Recommendation

That Council:

1. **ADOPT** the February 2014 Quarterly Budget Review; and
2. **AMEND** the budget accordingly.

Committee Voting – 5/0

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

Not Applicable

Implications of the Changes to the Officer’s Recommendation

Not Applicable
Community Development

Community Development
Community Capacity Building

<table>
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<tr>
<th>Reference No &amp; Subject</th>
<th>CD-008/14 Draft Reconciliation Action Plan 2014-2017</th>
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<tr>
<td>File No:</td>
<td>CSV/1521-03</td>
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<tr>
<td>Risk Register No:</td>
<td>391, 392</td>
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<tr>
<td>Proponent/s:</td>
<td>Ms Jade Nelson, Community Development Officer</td>
</tr>
<tr>
<td>Author:</td>
<td>Ms Mary-Jane Rigby, Coordinator Community Capacity Building</td>
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<td>Other Contributors:</td>
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<td>Date of Committee Meeting:</td>
<td>18 March 2014</td>
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<tr>
<td>Previously before Council:</td>
<td>27 April 2011, CCB-008/11</td>
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<td>Disclosure of Interest:</td>
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<td>Nature of Council’s Role in this Matter:</td>
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<td>Site:</td>
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Purpose of Report

To seek Council endorsement of the draft City of Rockingham Reconciliation Action Plan (RAP) 2014-2017 for the purpose of public and stakeholder comment.

Background

The City of Rockingham’s Reconciliation Action Plan (RAP) recognises the valuable contribution that local Nyungar and other Aboriginal and Torres Strait Islander people/s make to the City. Traditionally, Nyungar people are Aboriginal Australians who live in the south-west corner of Western Australia. The City of Rockingham is situated on Nyungar Country and the local Aboriginal community identify themselves as Nyungar.

The RAP is an important document which supports the Community Capacity Building ethos, which enables Aboriginal and non-Aboriginal community members to feel a strong sense of local ownership and active involvement within the City.

The City became one of the first Local Governments to implement a RAP supported by Reconciliation Australia when the first RAP was endorsed in 2011. That RAP had 26 actions with implementation responsibilities across several City departments. A total of 16 actions were achieved
with most of the remaining actions being transferred into this revised RAP. Some of the achievements of the 2011 RAP include:

- An Acknowledgement of Country policy endorsed by Council in February 2013;
- Development of a Reconciliation Action Committee which includes Aboriginal and non-Aboriginal members; and
- A commitment by the City to display the Aboriginal Flag on identified days as per Government Protocols.

The Reconciliation Action Plan 2014-2017, was developed by reviewing the 2011 RAP to ensure the 2014-2017 RAP continues to build on its achievements as well as formalise and reconfirm the City’s commitment to reconciliation. The development of the RAP 2014-2017 continues to maintain strong partnerships with the Rockingham Nyungar community and Reconciliation Australia.

The consultation and development of the revised RAP requires community members to be involved and committed. The number of community members involved in the process grew as a result of the outcomes of the initial RAP. The new RAP 2014-2017 further develops the relationships between City staff and Councillors with local Aboriginal and Torres Strait Islander people/s. It also reiterates how to strengthen those liaisons to communicate and work more effectively with Aboriginal and Torres Strait Islander people/s in the Rockingham community.

The City of Rockingham aspires to build a community that welcomes diversity and celebrates difference. The focus on the RAP 2014-2017 is on three aspects, identified by Reconciliation Australia. These are building relationships; fostering respect and; supporting opportunities.

Regular consultation and feedback from Reconciliation Australia was required to formulate this document, in order for the City to gain national support and registration for the RAP 2014-2017. The City’s draft RAP is provided for Council’s endorsement prior to the Public Comment period before the final Plan can be submitted to Council and Reconciliation Australia for endorsement.

### Details

The City of Rockingham’s Reconciliation Action Plan 2014-2017 (copy attached) is at final draft stage and has taken just over twelve months to reach this position. The consultation process has assisted with the formation of the revised RAP to ensure that the document guides the community, City staff and Council to work effectively with local Aboriginal and Torres Strait Islander people/s. Following the initial one-on-one interviews, the Reconciliation Action Committee was established. Key stakeholders within the Committee engaged with local Aboriginal elders and leaders to ensure the document was culturally appropriate and accepted by the local community.

Through the consultation process it was established that many people felt disconnected from the local community and that Council and City staff did not have very good communication strategies with local Aboriginal and Torres Strait Islander people/s. In particular, not providing culturally appropriate service delivery, correct consultation protocols and many felt there was a lack of recognition of Nyungar people within Rockingham. The RAP 2014-2017 aims to optimise the way in which the City engages with Aboriginal and Torres Strait Islander people/s and will continue to be a critical component to improving access and inclusion within the Rockingham community for the local Nyungar and other Aboriginal and Torres Strait Islander community members.

The Reconciliation Action Committee has a membership of both Aboriginal and non-Aboriginal people living and working in Rockingham. It is co-chaired by a City representative and a local Nyungar leader. The Committee have provided valuable advice and support to the creation of the document. Attendance at Committee meetings has been transient and gaining approval and advice on the document was delayed several times because of this.

The development process of the RAP was also hindered many times due to the different RAP template requirements from the City and Reconciliation Australia. The final template was agreed upon by both the City and Reconciliation Australia as it reflects a combination of both template styles. This is why this Strategy is slightly different to other City Strategies.

The Reconciliation Action Committee will be a crucial aspect to the success of the implementation actions within the document. The Reconciliation Action Committee assisted in guiding the development of the document including the presentation of the final copy. The appearance of the
document was important to the Committee and it was upon their recommendation that the front of the RAP should reflect Nyungar culture and showcase local artwork. The document has images of local landscape, the community, the Aboriginal Flag and examples of Nyungar language to further demonstrate the importance and community connection of the document.

Reconciliation Australia requires the RAP to have three key elements: relationships, respect and opportunities. The first element of the RAP focuses on developing and maintaining relationships between the City of Rockingham and Aboriginal and Torres Strait Islander people/s which is central to being able to work together to identify and address needs. The second element of the RAP aims to demonstrate respect for Aboriginal and Torres Strait Islander people/s, cultures and histories to ensure the City leads, welcomes and celebrates difference and diversity. The third and final element is the development of opportunities for Aboriginal and Torres Strait Islander people/s to engage with art, health, education, employment, economic development and civic connectedness.

Implications to Consider

a. **Consultation with the Community**
   The Community Development division conducted consultations with community members and staff to reflect on the first RAP and plan for the revised version. Consultations commenced with one-on-one interviews with local Nyungars and other Aboriginal and Torres Straits Islander people/s from the Rockingham community. They were then invited to form the Reconciliation Action Committee and requested to invite other relevant stakeholders within the community, both Aboriginal and non-Aboriginal. Consultation has been a significant part of the process in the development of the RAP and the Committee has provided ongoing feedback on the development of the plan. Feedback has also been sought from relevant Managers and City Officers, in particular those that have projects that will be impacted by this document.

b. **Consultation with Government Agencies**
   The City has been in close consultation with Reconciliation Australia to ensure the document will gain National endorsement. Consultation has also been undertaken with several government organisations with their representatives providing the Reconciliation Action Committee with feedback. This includes representatives from South Metropolitan Medicare Local, South Metropolitan Youth Link (SMYL), Aboriginal Development Workforce and Training, Chamber or Commerce and Industry WA (CCIWA), South West Metropolitan Youth Justice Services, Department of Health (SMAHS Prison Health) and various school representatives.

c. **Strategic Community Plan**
   This item addresses the Community’s Vision for the future and specifically the following Aspiration contained in the Community Plan 2011:

   **Aspiration 16:** A Council which engages with all elements of the community in order to make decisions that respect Rockingham’s unique sense of place whilst positively contributing to its future prosperity.

d. **Policy**
   Nil

e. **Financial**
   Costs associated with the implementation of the Reconciliation Action Plan 2014-2017 will be accommodated in existing budget allocations.

f. **Legal and Statutory**
   Nil
g.  Risk

Risk Implications of Implementing Officer Recommendation
Low
- Negative community comment at Draft stage of the RAP.

Risk Implications of Not Implementing Officer Recommendation
Low
- Not meeting the Community Aspirations, in particular Aspiration 16.
- Council is perceived as not being committed to the Reconciliation process.

Comments

The RAP provides the City with an important strategic commitment to reconciliation, which will assist in achieving key elements to turn intention into action. The commitment to the RAP is a two way process which will require the City and the local community to foster a cohesive and inclusive place that celebrates difference and is welcoming for all members.

Extensive consultation has been undertaken to ensure that the RAP reflects the thoughts and ideas of Nyungar and other Aboriginal and Torres Strait Islander people/s within the community. Each action has been carefully detailed to ensure it is inclusive, realistic and reflective of the anticipated outcomes indicated through consultations. The members of the Reconciliation Action Committee are happy with the final draft of the RAP and see it as an important tool to enable the City to achieve tangible actions and take the next steps towards reconciliation.

The City of Rockingham’s Reconciliation Action Plan 2014-2017 is at final draft stage and requires adoption from Council before being available for public comment and national endorsement from Reconciliation Australia.

Voting Requirements

Simple Majority

Officer Recommendation


Committee Recommendation

That Council ENDORSE the draft Reconciliation Action Plan 2014-2017 for the purpose of public and stakeholder comment, subject to the relationship with local schools and Aboriginal Education Indigenous Officers (AEIO) being better articulated within the draft document

Committee Voting – 5/0

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

The Committee changed the Officer’s Recommendation to better articulate the relationship with local schools and Aboriginal Education Indigenous Officers within the document.

Implications of the Changes to the Officer’s Recommendation

Not Applicable
Purpose of Report

To advise the resignation of Ms Michelle Dewick and Council to appoint Mrs Lorraine Dunkling as a Community Representative on the Active Ageing and Care Advisory Committee.

Recommendations to the Corporate and Community Development Committee

Advisory Committee Recommendation 1:
Resignation of a Community Representative

That Council

1. **ACCEPT** the resignation of Ms Michelle Dewick as a Community Representative.

2. **APPOINT** Mrs Lorraine Dunkling as a Community Representative on the Active Ageing and Care Advisory Committee.

Officer Recommendation if Different to Advisory Committee Recommendation

That Council **APPOINT** Ms Lorraine Dunkling as a Community Representative on the Active Ageing and Care Advisory Committee.

The Officer’s Reason for Varying the Advisory Committee Recommendation

Section 5.11(2) of the Local Government Act 1995 specifies the tenure of committee membership and Council does not need to accept a resignation from a committee member should the person’s membership expire through resignation.
Background

At a Council meeting held Tuesday 26 March 2013, Council APPOINTED Ms Michelle Dewick as a Community Representative on the Active Ageing and Care Advisory Committee.

Implications to Consider

a. Strategic Community Plan

This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:

Aspiration 15: Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant

Aspiration 16: A Council which engages with all elements of the community in order to make decisions that respect Rockingham’s unique sense of place whilst positively contributing to its future prosperity.

b. Policy

Council Policy ‘Governance and Meeting Framework’ underpins the review and appointment of community members.

c. Financial

Costs will be accommodated within existing budget allocations.

d. Legal and Statutory

The Local Government Act 1995 (the Act) specifies legislative matters in respect to committees and the appointment of committee members, specifically:

- that a local government may (by absolute majority) establish committees of 3 or more persons to assist the council;
- the types of committees that a local government may establish; and
- that persons must be appointed to a committee by an absolute majority decision of the Council.

e. Voting Requirements

Absolute Majority

f. Risk

Risk Implications of Implementing Officer Recommendation

Nil

Risk Implications of Not Implementing Officer Recommendation

Low

- Diversity of input into the Committee’s Terms of Reference and membership.

Committee Recommendation

That Council APPOINT Ms Lorraine Dunkling as a Community Representative on the Active Ageing and Care Advisory Committee.

Committee Voting – 5/0

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

Not Applicable

Implications of the Changes to the Officer’s Recommendation

Not Applicable
Community Development
Community Capacity Building

Reference No & Subject: CD-010/14
Recommendation from the Rockingham Education and Training Advisory Committee Meeting held on 19 February 2014

File No: CSV/1522-03
Risk Register No: 393
Author: Ms Sheila Cleaver, Community Development Officer
Other Contributors: Ms Jane Elton, Manager Community Capacity Building
Ms Mary-Jane Rigby, Coordinator Community Capacity Building

Date of Committee Meeting: 18 March 2014
Disclosure of Interest:
Nature of Council’s Role in this Matter: Executive
Attachments: Minutes of the Rockingham Advisory Committee Meeting held on 19 February 2014
Maps/Diagrams:

Purpose of Report
To request Council to APPOINT Ms Kendal Drew’s membership to Rockingham Education and Training Advisory Committee as the Community Representative.

Recommendations to the Corporate and Community Development Committee

Advisory Committee Recommendation 1:
Rockingham Education and Training Advisory Committee
That Council APPOINT Ms Kendal Drew’s membership as the Community Representative to Rockingham Education and Training Advisory Committee.

Officer Recommendation if Different to Advisory Committee Recommendation
Not Applicable

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

Background
At its Ordinary Council Meeting held Tuesday 29 October 2013, Council moved to seek nominations for the vacant position on the Rockingham Education and Advisory Committee for a new community representative.
Implications to Consider

a. Strategic Community Plan

This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:

**Aspiration 15:** Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

**Aspiration 16:** A Council which engages with all elements of the community in order to make decisions that respect Rockingham’s unique sense of place whilst positively contributing to its prosperity.

b. Policy

Council Policy ‘Governance and Meeting Framework’ underpins the review and appointment of community members.

c. Financial

The financial implications of the review and appointment of community members to Advisory Committees is limited to the cost of advertising and Officer time in undertaking the review. Costs will be accommodated within existing budget allocations.

d. Legal and Statutory

The Local Government Act 1995 (the Act) specifies legislative matters in respect to committees and the appointment of committee members, specifically:

- that a local government may (by absolute majority) establish committees of 3 or more persons to assist the council;
- the types of committees that a local government may establish; and
- that persons must be appointed to a committee by an absolute majority decision of the Council.

e. Voting Requirements

Absolute Majority

f. Risk

**Risk Implications of Implementing Officer Recommendation**

Nil

**Risk Implications of Not Implementing Officer Recommendation**

Low

- Diversity of input into the Committee’s Terms of Reference and membership

Committee Recommendation

That Council **APPOINT** Ms Kendal Drew’s membership as the Community Representative to Rockingham Education and Training Advisory Committee.

Committee Voting – 5/0

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

Not Applicable

Implications of the Changes to the Officer’s Recommendation

Not Applicable
13. Reports of Councillors
Nil

14. Addendum Agenda
Nil

15. Motions of which Previous Notice has been given

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<th>Community Development</th>
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<tr>
<th>Reference No &amp; Subject:</th>
<th>Notice of Motion Singleton Community Hall</th>
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<td>CD-011/14</td>
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<td>LWE/26</td>
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<td>409, 410</td>
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<td>Cr Chris Elliott</td>
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<td>Ms Genevieve Rowles, Manager Community Safety</td>
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**Purpose of Report**

This report is written to provide officer comment and recommendation in response to a Notice of Motion submitted by Councillor Elliott.
Background

Cr Elliott submitted the following motion for consideration at the 25 March 2014 Council Meeting:

That Council:

1. **UNDERSTANDS** and **EXPRESSES SYMPATHY** to victims in the community involved in the attack at the Singleton Community Hall on 24 January 2014.

2. **DIRECTS** the Chief Executive Officer to write to the Minister of Police and Road Safety expressing Council’s concern at this incident and requests action to prevent a repetition of this incident and incidents like it; and

3. **RAISES** the matter at the requested Western Australian Police Services Community Forum.

Details

It is alleged on 24 January 2014, whilst a number of members of the Singleton Social Club were cleaning up after a function at the hall, a group of approximately 6-9 persons entered the hall without permission behaving in an aggressive manner. The alleged offenders then undertook actions which caused extensive damage to the centre.

WA Police were called and attended within 16 minutes of the call being placed. The Community Safety Service was also contacted and attended. Security remained onsite until a Building Maintenance Officer attended and temporarily secured the hall.

A meeting was held after the incident and was attended by Peel District Superintendent Stuart Bartles and Inspector Mark Longman, Singleton Social Club representatives, John Pearson, Acting Chief Executive Officer and City of Rockingham Mayor, Barry Sammels. The group discussed the incident and police and City officers answered questions, advised of ongoing items, the nature of the damage, repairs to date and other crime prevention strategies which could be employed in around the hall.

Implications to Consider

a. **Consultation with the Community**
   Not Applicable

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

c. **Strategic**
   Community Plan
   This item addresses the Community’s Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:

   **Aspiration 2:** A safe community where residents feel secure, relaxed and comfortable within their home, work and social environments.

d. **Policy**
   Not Applicable

e. **Financial**
   Not Applicable

f. **Legal and Statutory**
   Not Applicable
g. Risk

Risk Implications of Implementing Officer Recommendation

Nil

Risk Implications of Not Implementing Officer Recommendation

Nil

Comments

Works to repair the damage resultant of the incident which occurred 24 January 2014 have been completed and an assessment of other crime prevention strategies which could be utilised to minimise a similar incident occurring in future as being evaluated.

The office of the Minister of Police Hon Liza Harvey MLA recently advised the City that locations for the WA Police Community Forums for 2014 have been scheduled. As Baldivis has not been chosen for the 2014 forums the Minister advised the City she will attend a meeting with the Mayor, CEO and community representatives to discuss policing matters in Baldivis.

The further acknowledgement of the incident and the raising of associated issues and concerns at a meeting with the Minister will demonstrate the City’s strategic commitment to meeting the aspirations of the community as detailed in the Community Plan.

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. EXPRESS SYMPATHY to the victims in the community involved in the attack at the Singleton Community Hall on 24 January 2014.
2. DIRECTS the Chief Executive Officer to write to the Minister for Police expressing Council’s concern at this incident, requests action to prevent a repetition of this incident and to ensure that the matter is raised at the requested Western Australian Police Services Community Forum.

Notice of Motion from Cr Elliott

That Council:

1. UNDERSTANDS and EXPRESSES SYMPATHY to victims in the community involved in the attack at the Singleton Community Hall on 24 January 2014.
2. DIRECTS the Chief Executive Officer to write to the Minister of Police and Road Safety expressing Council’s concern at this incident and requests action to prevent a repetition of this incident and incidents like it; and
3. RAISES the matter at the requested Western Australian Police Services Community Forum.

Committee Recommendation

That Council:

1. EXPRESS SYMPATHY to the victims in the community involved in the attack at the Singleton Community Hall on 24 January 2014.
2. DIRECTS the Chief Executive Officer to write to the Minister for Police expressing Council’s concern at this incident, requests action to prevent a repetition of this incident and to ensure that the matter is raised at the requested Western Australian Police Services Community Forum.

Committee Voting – 5/0
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## 16. Notices of motion for Consideration at the Following Meeting

4:32pm The Chairperson identified one Notice of Motion for consideration at the April 2014 Committee meeting.

- Notice of Motion from Cr J Smith – Council support a Police Station to be built in Secret Harbour.

## 17. Urgent Business Approved by the Person Presiding or by Decision of the Committee

- Nil

## 18. Matters Behind Closed Doors

- Nil

## 19. Date and Time of Next Meeting

The next Corporate and Community Development Committee Meeting will be held on **Tuesday 15 April 2014** in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.

## 20. Closure

There being no further business, the Chairperson thanked those persons present for attending the Corporate and Community Development Committee meeting, and declared the meeting closed at **4:34pm**.