MINUTES
Corporate and Community Development Committee Meeting
Held on Tuesday 3 December 2013 at 4:00pm
City of Rockingham Boardroom
## CONTENTS

1. Declaration of Opening  
2. Record of Attendance/Apologies/Approved Leave of Absence  
3. Responses to Previous Public Questions Taken on Notice  
4. Public Question Time  
5. Confirmation of Minutes of the Previous Meeting  
6. Matters Arising from the Previous Minutes  
7. Announcement by the Presiding Person without Discussion  
8. Declaration of Member’s and Officer’s Interest  
9. Petitions/Deputations/Presentations/Submissions  
10. Matters for which the Meeting may be Closed  
11. Bulletin Items  
   Corporate and General Management Services Information Bulletin – December 2013  
   Community Development Information Bulletin – December 2013  
12. Agenda Items – Corporate and Community Development Committee  
   Corporate Services  
   CS-026/13 Tender T13/14-27 – Period Provision of Banking and Bill Payment Services  
   CS-027/13 Monthly Financial Management Report for October 2013  
   CS-028/13 Adoption of City Business Plan 2014/15-2023/24  
   General Management Services  
   GMS-011/13 Recommendations from the Governance Review Committee Meeting held on 14 November 2013  
   Community Development  
   CD-009/13 Recommendation from the Community Grants Program Advisory Committee Meeting held on 3 October 2013  
   CD-010/13 Coastal South Sporting Infrastructure Assessment  
   CD-011/13 Recommendation from the Baldivis Library and Community Centre Project Reference Group Meeting held on 20 November 2013  
13. Reports of Councillors  
14. Addendum Agenda
<table>
<thead>
<tr>
<th></th>
<th>Motions of which Previous Notice has been Given</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Community Development</td>
<td>36</td>
</tr>
<tr>
<td>CD-012/13</td>
<td>Notice of Motion – Baldivis Community Policing Forum</td>
<td>36</td>
</tr>
<tr>
<td>CD-013/13</td>
<td>Notice of Motion – Community Security Service Zoning Review</td>
<td>39</td>
</tr>
<tr>
<td></td>
<td>Notices of Motion for Consideration at the Following Meeting</td>
<td>43</td>
</tr>
<tr>
<td></td>
<td>Urgent Business Approved by the Person Presiding or by Decision of the Committee</td>
<td>43</td>
</tr>
<tr>
<td></td>
<td>Matters Behind Closed Doors</td>
<td>43</td>
</tr>
<tr>
<td></td>
<td>General Management Services</td>
<td>43</td>
</tr>
<tr>
<td>GMS-010/13</td>
<td>Recommendation from the Australia Day Awards Selection Panel Meeting held on 26 November 2013</td>
<td>43</td>
</tr>
<tr>
<td></td>
<td>Date and Time of Next Meeting</td>
<td>46</td>
</tr>
<tr>
<td></td>
<td>Closure</td>
<td>46</td>
</tr>
</tbody>
</table>
City of Rockingham
Corporate and Community Development Committee Meeting Minutes
Tuesday 3 December 2013 - Council Boardroom

1. **Declaration of Opening**

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

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

2.1 **Councillors**

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cr Leigh Liley</td>
<td>Chairperson</td>
</tr>
<tr>
<td>Cr Matthew Whitfield</td>
<td></td>
</tr>
<tr>
<td>Cr Justin Smith</td>
<td></td>
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<tr>
<td>Cr Barry Sammels (Mayor)</td>
<td></td>
</tr>
</tbody>
</table>

2.2 **Executive**

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr Andrew Hammond</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>Mr John Pearson</td>
<td>Director Corporate Services</td>
</tr>
<tr>
<td>Mr John Woodhouse</td>
<td>Director Legal Services and General Counsel</td>
</tr>
<tr>
<td>Mr Michael Holland</td>
<td>Director Community Development</td>
</tr>
<tr>
<td>Mr Ben Searcy</td>
<td>Manager Human Resource Development</td>
</tr>
<tr>
<td>Ms Karin Strachan</td>
<td>Manager Strategy Coordination</td>
</tr>
<tr>
<td>Ms Vanisha Govender</td>
<td>Manager Financial Services</td>
</tr>
<tr>
<td>Mr Michael Yakas</td>
<td>Manager Customer and Corporate Support</td>
</tr>
<tr>
<td>Mr Ashley Pittard</td>
<td>Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Mrs Jillian Obiri-Boateng</td>
<td>Manager Community Support Services</td>
</tr>
<tr>
<td>Ms Genevieve Rowles</td>
<td>Manager Community Safety</td>
</tr>
<tr>
<td>Mr Nick Brown</td>
<td>Manager Community and Leisure Facilities</td>
</tr>
<tr>
<td>Ms Jane Elton</td>
<td>Manager Community Capacity Building</td>
</tr>
<tr>
<td>Ms Alison Oliver</td>
<td>Manager Library and Information Services</td>
</tr>
<tr>
<td>Mr Peter Varris</td>
<td>Manager Governance and Councillor Support</td>
</tr>
<tr>
<td>Ms Sue Langley</td>
<td>Governance Officer</td>
</tr>
</tbody>
</table>

2.3 **Members of the Gallery:**

1

2.4 **Apologies:**

Cr Joy Stewart

2.5 **Approved Leave of Absence:**

Nil

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

Nil

CONFIRMED AT A CORPORATE AND COMMUNITY DEVELOPMENT MEETING HELD ON TUESDAY 18 FEBRUARY 2014

PRESIDING MEMBER
<table>
<thead>
<tr>
<th>4.</th>
<th>Public Question Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:01pm</td>
<td>The Chairperson invited members of the Public Gallery to ask questions. There were none.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5.</th>
<th>Confirmation of Minutes of the Previous Meeting</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Moved Cr Sammels, seconded Cr J Smith:</td>
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<tr>
<td></td>
<td>That Council <strong>CONFIRM</strong> the Minutes of the Corporate and Community Development Committee Meeting held on 19 November 2013, as a true and accurate record.</td>
</tr>
<tr>
<td></td>
<td>Committee Voting – 4/0</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>6.</th>
<th>Matters Arising from the Previous Minutes</th>
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<tbody>
<tr>
<td></td>
<td>Nil</td>
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<thead>
<tr>
<th>7.</th>
<th>Announcement by the Presiding Person without Discussion</th>
</tr>
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<tbody>
<tr>
<td>4:01pm</td>
<td>The Chairperson announced to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the next Council meeting.</td>
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<table>
<thead>
<tr>
<th>8.</th>
<th>Declarations of Members and Officers Interests</th>
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<tbody>
<tr>
<td>4:02pm</td>
<td>The Chairperson asked if there were any interests to declare. There were none.</td>
</tr>
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</table>

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<thead>
<tr>
<th>9.</th>
<th>Petitions/Deputations/Presentations/Submissions</th>
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<tbody>
<tr>
<td></td>
<td>Nil</td>
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<thead>
<tr>
<th>10.</th>
<th>Matters for which the Meeting may be Closed</th>
</tr>
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<tbody>
<tr>
<td>4:02pm</td>
<td>The Chairperson advised in accordance with section 5.23(2)(b) of the Local Government Act 1995 – if there are any questions or debate on Confidential Item GMS-010/13 Recommendation from the Australia Day Awards Selection Panel Meeting held on 26 November 2013, then the Corporate and Community Development Committee will need to defer the matter for consideration at Agenda Item 18 - Matters Behind Closed Doors.</td>
</tr>
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<thead>
<tr>
<th>11.</th>
<th>Bulletin Items</th>
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<tbody>
<tr>
<td>Corporate and General Management Services Information Bulletin – December 2013</td>
<td></td>
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<tr>
<td>Corporate Services</td>
<td></td>
</tr>
<tr>
<td>1. Corporate Services Team Overview</td>
<td></td>
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<tr>
<td>2. Human Resource Update</td>
<td></td>
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<tr>
<td>3. Project Status Reports</td>
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</tr>
<tr>
<td>3.1 Retention and Disposal Project</td>
<td></td>
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<tr>
<td>3.2 Document Migration Project</td>
<td></td>
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<tr>
<td>3.3 Digital Preservation Strategy</td>
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<td>3.4 CCTV</td>
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<tr>
<td>3.5 Warnbro Library Cable Upgrade</td>
<td></td>
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<tr>
<td>3.6 Safety Bay Library Cable Upgrade</td>
<td></td>
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<tr>
<td>3.7 ICT Strategic Plan</td>
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<tr>
<td>4. Information Items</td>
<td></td>
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<tr>
<td><strong>Community and Leisure Facilities</strong></td>
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<td>-------------------------------------</td>
<td></td>
</tr>
<tr>
<td>1. Community and Leisure Facilities Team Overview</td>
<td></td>
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<tr>
<td>2. Human Resource Update</td>
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<td>3. Project Status Reports</td>
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<td>4. Information Items</td>
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<tr>
<td>4.1 Rockingham Child Care Service</td>
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<td>4.2 Rockingham Aquatic Centre</td>
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<td>4.3 Rockingham Autumn Centre</td>
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<td>4.4 Gary Holland Community Centre</td>
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<tr>
<td>4.5 Warnbro Community Recreation Centre</td>
<td></td>
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<tr>
<td>4.6 Mike Barnett Sports Complex</td>
<td></td>
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<td>4.7 Aqua Jetty</td>
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<thead>
<tr>
<th><strong>Governance and Councillor Support</strong></th>
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<tbody>
<tr>
<td>1. Governance and Councillor Support Team Overview</td>
</tr>
<tr>
<td>2. Human Resource Update</td>
</tr>
<tr>
<td>3. Project Status Reports</td>
</tr>
<tr>
<td>4. Information Items</td>
</tr>
<tr>
<td>4.1 25th Anniversary of City Status</td>
</tr>
<tr>
<td>4.2 Annual Meeting of Electors</td>
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</tbody>
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<tr>
<th><strong>Human Resources</strong></th>
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<tbody>
<tr>
<td>1. Human Resources Team Overview</td>
</tr>
<tr>
<td>2. Human Resource Update</td>
</tr>
<tr>
<td>3. Project Status Reports</td>
</tr>
<tr>
<td>3.1 Employee Wellness Programme</td>
</tr>
<tr>
<td>3.2 Corporate Training Programme</td>
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<td>3.3 Leadership &amp; Management Programme</td>
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<td>3.4 Values Programme</td>
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<tr>
<td>3.5 Occupational Safety and Health Programme (OS&amp;H)</td>
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<tr>
<td>4. Information Items</td>
</tr>
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<table>
<thead>
<tr>
<th><strong>Economic Development</strong></th>
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<tbody>
<tr>
<td>1. Economic Development Team Overview</td>
</tr>
<tr>
<td>2. Human Resource Update</td>
</tr>
<tr>
<td>3. Project Status Reports</td>
</tr>
<tr>
<td>3.1 Leadership Forums</td>
</tr>
<tr>
<td>3.2 Social Media</td>
</tr>
<tr>
<td>3.3 Global Friendship</td>
</tr>
<tr>
<td>4. Information Items</td>
</tr>
<tr>
<td>4.1 Media Tracking</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th><strong>Strategy Coordination</strong></th>
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<tbody>
<tr>
<td>1. Strategy Coordination Team Overview</td>
</tr>
<tr>
<td>2. Human Resource Update</td>
</tr>
<tr>
<td>3. Project Status Reports</td>
</tr>
<tr>
<td>3.1 Update of Climate Change Response Plan and implementation of Key Actions</td>
</tr>
<tr>
<td>3.2 Risk Analysis Framework – Roll out and Audit</td>
</tr>
<tr>
<td>3.3 Risk Management Training</td>
</tr>
<tr>
<td>3.4 Community Engagement Framework: Training and roll-out</td>
</tr>
<tr>
<td>4. Information Items</td>
</tr>
<tr>
<td>4.1 2013 Customer Satisfaction Survey</td>
</tr>
<tr>
<td>4.2 Coordinating the development of a 10 year infrastructure plan</td>
</tr>
</tbody>
</table>
4.3 4th Generation Team Plans
4.4 Coordinating the development and implementation of a Development Contribution Scheme
4.5 City Scoreboard
4.6 Integrated Risk Management Framework for the City of Rockingham
4.7 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
   4.1 Provision of Legal Advice
   4.2 Oversight of Systems and Documentation
   4.3 Legal Capacity Building

Committee Recommendation
That Councillors acknowledge having read the Corporate and General Management Services Information Bulletin – December 2013 and the content be accepted.

Committee Voting – 4/0

Community Development Information Bulletin – December 2013

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 (OSHC)
   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 October Library Services Statistics
   4.2 Baldivis Library and Community Centre Update
   4.3 Safety Bay Library Update
   4.4 Warnbro Community Library Update
   4.5 Manager Library and Information Services Update

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
<p>| | |</p>
<table>
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<tbody>
<tr>
<td>3.2</td>
<td>Baldivis Library and Community Centre</td>
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<td>3.3</td>
<td>Youth Outdoor Recreation Space Strategy – Implementation Actions</td>
</tr>
<tr>
<td>3.4</td>
<td>Regional Cycling Facilities Feasibility Study</td>
</tr>
<tr>
<td>3.5</td>
<td>Golden Bay Primary School - Shared Use Open Space Development and Agreement</td>
</tr>
<tr>
<td>3.6</td>
<td>Secret Harbour Surf Life Saving Club Redevelopment</td>
</tr>
<tr>
<td>3.7</td>
<td>Baldivis Primary Shared Use Reserve</td>
</tr>
<tr>
<td>3.8</td>
<td>Lot 1507 Active Public Open Space Development</td>
</tr>
<tr>
<td>3.9</td>
<td>Baldivis District Sporting Complex Feasibility Study and Concept Plans</td>
</tr>
<tr>
<td>3.10</td>
<td>Active Ageing Precinct Master Plan 13</td>
</tr>
<tr>
<td>3.11</td>
<td>Rockingham Youth Venue – Feasibility Planning</td>
</tr>
<tr>
<td>3.12</td>
<td>Public Open Space Strategy</td>
</tr>
<tr>
<td>3.13</td>
<td>Community Purpose Site Strategy</td>
</tr>
<tr>
<td>3.14</td>
<td>Laurie Stanford Reserve – Management and Business Planning</td>
</tr>
<tr>
<td>3.15</td>
<td>Secret Harbour Community Library Feasibility Study and Concept Plan</td>
</tr>
<tr>
<td>3.16</td>
<td>Sports Reserve Floodlighting Program</td>
</tr>
<tr>
<td>3.17</td>
<td>Aquatic Facilities Strategy</td>
</tr>
<tr>
<td>3.18</td>
<td>Community Infrastructure Plan</td>
</tr>
</tbody>
</table>

### 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

#### Information Items

1. Community Garden
2. Rockingham City Football Club
3. Rockingham Rams Football Club
4. Active Ageing
5. Challenger Court – Aged Persons Units
6. Challenger Lodge
7. Seniors Planning Project
8. Active Ageing Seniors Expo
9. Active Ageing Seniors Week
10. Active Ageing Forums
11. Active Ageing Events
12. Youth Development
13. Sport and Recreation
14. Rockingham Early Years Group (REYG)
15. Rockingham Education and Training Advisory Committee (RETAC)
16. Community Capacity Building Events
17. Outdoor Event Applications
18. Cultural Development and Arts
19. 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
   4.3 Ranger Services
   4.4 Emergency Services
   4.5 Emergency Management and Recovery

Committee Recommendation

That Councillors acknowledge having read the Community Development Information Bulletin – December 2013 and the content be accepted.

Committee Voting – 4/0
12. Agenda Items

Corporate Services

Corporate Services

Financial Services

Reference No & Subject: CS-026/13
File No: T13/14-27
Proponent/s: Ms Vanisha Govender, Manager Financial Services
Author: Mr Michael Yakas, Manager Corporate & Customer Support
Other Contributors: Mr Allan Moles, Manager Integrated Waste Services
Date of Committee Meeting: 3 December 2013
Previously before Council:
Disclosure of Interest:
Nature of Council’s Role in this Matter: Executive

Purpose of Report

Provide Council with details of the tenders received for Tender T13/14-27 – Period Provision of Banking and Bill Payment Services, document the results of the tender assessment and make recommendations regarding award of the tender.

Background

Tender T13/14-27 – Period Provision of Banking and Bill Payment Services was advertised in the West Australian on Saturday, 5 October 2013. The Tender closed at 2.00pm, Wednesday 30 October 2013 and was publicly opened immediately after the closing time.

Details

The type of works to be undertaken under the Contract include:
(a) Bank Overdraft.
(b) Electronic Banking Payment Facilities for payment of salaries and creditors electronically.
Electronic bank statements/balances available on a daily basis.
A designated relationship team incorporating specialist staff and help desk capabilities.
Automated periodical payment processing.
Provision/rental of Credit Card and EFTPOS facilities.
Business use credit card facilities.
Electronic facilities for periodic accounts payable payments.
Local banking capabilities.
Payments by BPAY.

The period of the contract shall be from 1 July 2014 until 30 June 2019 with two five year extension options.

**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**
   The City of Rockingham Purchasing Policy is to be applied. This policy reinforces legislation requiring a public tender to be invited in accordance with statutory requirements.

e. **Financial**
   The City’s expenditure on bank fees and charges is approximately $220,000 per annum. Funds are allocated in the Financial Services Budget for these charges each year.

f. **Legal and Statutory**
   Section 3.57 of the Local Government Act 1995 requires tenders to be invited if of a ‘prescribed kind’. Local Government (Functions and General) Regulations 1996, regulation 11(1) prescribes that tenders are to be invited if consideration under the contract is expected to be more than $100,000. All processes have been followed in accordance with other statutory requirements as detailed in Local Government (Function and General) Regulations 1996.

**Comments**

Tender submissions were received from:

<table>
<thead>
<tr>
<th>Company</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Australia Bank</td>
</tr>
<tr>
<td>Australia and New Zealand Banking Group</td>
</tr>
<tr>
<td>Westpac Banking Corporation</td>
</tr>
<tr>
<td>Commonwealth Bank of Australia</td>
</tr>
<tr>
<td>Bendigo Bank Rockingham Branch</td>
</tr>
</tbody>
</table>

A panel comprising the Manager Financial Services, Manager Integrated Waste Services and Manager Corporate and Customer Support undertook tender evaluations.
Whitmore Consulting was engaged to provide assistance with the tender scope and tender evaluations.

Evaluation of the tender, in accordance with the advertised tender assessment criteria, produced the following weighted scores:

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Max. Points</th>
<th>NAB</th>
<th>ANZ</th>
<th>Westpac</th>
<th>Com</th>
<th>Bendigo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Product</td>
<td>25</td>
<td>22</td>
<td>18</td>
<td>22</td>
<td>23</td>
<td>12</td>
</tr>
<tr>
<td>Relationship Management</td>
<td>20</td>
<td>18</td>
<td>17</td>
<td>18</td>
<td>16</td>
<td>11</td>
</tr>
<tr>
<td>Degree of Innovation</td>
<td>20</td>
<td>16</td>
<td>15</td>
<td>16</td>
<td>18</td>
<td>7</td>
</tr>
<tr>
<td>Community Commitment</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>4</td>
<td>3</td>
<td>5</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>30</td>
<td>30</td>
<td>29</td>
<td>29</td>
<td>28</td>
<td>16</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100</td>
<td>90</td>
<td>82</td>
<td>89</td>
<td>88</td>
<td>51</td>
</tr>
</tbody>
</table>

Commonwealth Bank scored the highest for Product and Degree of Innovation as a result of their excellent range of products that are anchored by Combiz platform and their ability to continuously innovate.

NAB and Westpac scored the highest on Relational Management due to them having a robust Relationship and Transaction Banking team. For Community Commitment Bendigo Bank scored the highest, since they are a “community bank” and their extensive support for the local community in various ways.

NAB offered the lowest price for paper and electronic quotes. Overall the NAB’s pricing is the determining factor especially if consideration is given to the cost of changeover.

Following consideration of the submissions in accordance with the tender assessment criteria most banks demonstrated a capacity to undertake the works, however, the submission received from the National Australia Bank is considered the best value to the City and therefore recommended as the preferred tenderer.

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council **ACCEPT** the tender submitted from National Australia Bank, Level 3, (UB3350), 800 Bourke Street, Docklands, VIC for Tender T13/14-27 – Period Provision of Banking and Bill Payment Services in accordance with the tender documentation for the contract period from 1 July 2014 until the 30 June 2019 with two five year options.

**Committee Recommendation**

That Council **ACCEPT** the tender submitted from National Australia Bank, Level 3, (UB3350), 800 Bourke Street, Docklands, VIC for Tender T13/14-27 – Period Provision of Banking and Bill Payment Services in accordance with the tender documentation for the contract period from 1 July 2014 until the 30 June 2019 with two five year options.

Committee Voting – 4/0

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

Not Applicable

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

Not Applicable
### 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

- **Consultation with the Community**
  - Not Applicable

- **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.

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f. **Legal and Statutory**


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The numerous variances identified will be reviewed within the next budget review.

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**Voting Requirements**

Simple Majority

**Officer Recommendation**


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**Committee Recommendation**


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**Committee Voting** – 4/0

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

Not Applicable

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

Not Applicable
Purpose of Report

This report seeks adoption of the 2014/15 to 2023/24 City Business Plan, covering a 10 year period. The details of the Plan are provided in the attached separate document to this report.

Background

A City Business Plan is prepared biannually and is updated according to latest predictions. This plan will again be reviewed in March 2014.

Details

The City of Rockingham Business Plan places emphasis on new projects and asset preservation. Key Projects are as follows:

- Baldivis District Sporting Complex Land acquisition totalling $2.797 million commencing in 2014/15
- Redevelopment of the Laurie Stanford Reserve totalling $5.372 million commencing in 2015/16
- Construction of a new Depot in Southern Rockingham totalling $6 million commencing in 2015/16
- Redevelopment/relocation of the Rockingham Aquatic Centre totalling $27.365 million in 2018/19
- Building Maintenance and Asset Preservation (asset rejuvenation) of $133.6 million over 10 years
- Roads capital improvement program of $131.7 million over 10 years
- Construction of further buildings to support required staff in 2017/18 totalling $24 million
- Construction of Secret Harbour Library in 2016/17 totalling $2.015 million
- Construction of a new City Centre multilevel parking facility totalling $12 million in 2015/16
- Provision made for adequate plant and equipment to serve the City for the duration of the plan

The Plan includes information and projections current as at November 2013. This plan will be further refined with team plan finalisation early in the new calendar year.

A summary type format is utilised with all projects being included on a simplified single sheet so that readers can see all the projects together.

Council is requested to adopt the plan, which will indicate the various projects to then be taken into account for the 2014/15 operational budget year and provide direction on future years activities.

### Implications to Consider

<table>
<thead>
<tr>
<th>a. Consultation with the Community</th>
<th>Nil</th>
</tr>
</thead>
<tbody>
<tr>
<td>b. Consultation with Government Agencies</td>
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<tr>
<td>c. Strategic</td>
<td>Community Plan</td>
</tr>
<tr>
<td></td>
<td>This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:-</td>
</tr>
<tr>
<td></td>
<td><strong>Aspiration 5:</strong> Community facilities and services delivered in a timely manner, able to meet expectations and serve new and growing neighbourhoods.</td>
</tr>
<tr>
<td></td>
<td><strong>Aspiration 15:</strong> Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.</td>
</tr>
<tr>
<td>d. Policy</td>
<td>The Strategic Development Framework Policy provides for the requirement for City Business Plan review twice per year and formal briefings provided to Council prior to adoption. This requirement has been met.</td>
</tr>
<tr>
<td>e. Financial</td>
<td>The City Business Plan indicates the financial position of the Council for the next 10 years and is one of the most important planning documents that Council needs to consider. It provides a broad framework for major activities to be undertaken. As much as possible, all the financial implications are shown on a single sheet, for simplicity purposes and for ease of reading.</td>
</tr>
<tr>
<td></td>
<td>This plan includes major facilities that need to either be maintained or constructed. Specifically, annual allocations have been made towards building and asset rejuvenation. Should Council adopt the plan, by 2017 the City will be allocating some $10 million per annum specifically toward asset rejuvenation. The intention is for this money to be quarantined for this purpose. The 2014/15 allocation of revenue to asset preservation will be over $8 million.</td>
</tr>
<tr>
<td></td>
<td>The plan further provides separation of revenue between standard municipal revenue and Millar Road Landfill. Provisioning has been made as much as possible to ensure acceptable levels of reserves occur for the Millar Road Landfill Facility to ensure funds are available should any undue hardship be encountered. This is in line with the suggested levels of between $15 and $20 million.</td>
</tr>
</tbody>
</table>
Debt management is now under control with capacity to borrow if needed. Prior year restraint in borrowing and growing revenue has seen debt servicing ratios for future years remain well below the recommended 8% ranging between 3% to 6% (debt serving ratio is the percentage of operating revenue that is allocated towards maintaining debt principal and interest payments).

Rates increases have been included at a rate yield of 9.9% for a further three years. This is in line with prior year recommendation and adopted business plans. Further models can be prepared as needed but in essence the City needs the rate increase to ensure future sustainability and ease reliance on landfill revenue. The majority of landfill revenue is now being used for construction/acquisition of new facilities/equipment. Council has the opportunity to change the officer recommendations and City Business Plan estimates related to rate increases as deemed appropriate however the adoption of this plan in its current form will indicate to staff that all team plans and future financial planning documents include the proposed rate increases. This will again be reviewed in March 2014. A rates model will then be prepared for Council adoption that provides for rate differentials to be applied within the City thus most residents in the City will not receive an increase of this size.

The Developer Contributions Scheme has been gazetted and is functioning as expected.

f. Legal and Statutory

Regulation 19DA of the Local Government (Administration) Regulations 1996 specifies the requirements associated with the adoption of a Corporate Business Plan.

Specifically these requirements include the need to:

(a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district;

(b) govern a local government's internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and

(c) develop and integrate matters relating to resources, including asset management, workforce planning and long term financial planning.

A local government is to review the current corporate business plan for its district every year.

Compliance with this regulation is intended to occur at the next review of the City Business Plan. At this stage the teams plans and the City Business Plan will be presented to Council together.

Comments

As Councillors are aware, there were numerous projects that needed to be considered and this Plan is prepared in accordance with previously support documents presented to Council. This includes the Community Infrastructure Plan and numerous other strategies. Every effort has been made to include as many of these as possible.

While the Council is faced with some financial challenges the City now has a solid balance sheet capable of withstanding most external risks. With adequate rate increases the City can ensure that projects and new infrastructure are able to be constructed to meet community demand. Emphasis continues on the need to replace assets and building facilities which are crucial to the running of the organisation and create a situation where Council is able to maintain an appropriate debt position.

It should be noted that the figures are indicative only and many options have been considered, alternatives tried, as well as detailed analysis made of various items. The Plan includes information and projections current as at November 2013.

A summary type format is utilised with all projects being included on a simplified single sheet so that Councillors can see all the projects together.
With strong strategic and financial management Council has the ability to achieve significant outcomes for the City. Funds are always tight, however the City has successfully implemented “foundation stone” changes in the financial mixes of revenues entering the City and the effects of this will assist in ensuring financial prosperity for the City of Rockingham.

There are significant differences in the role and function of the City Business Plan deliberations and briefings and the annual budget deliberations and briefings. The City Business Plan focuses upon planning for services and activities over a 10-year period as opposed to the budget which focuses upon delivering those services and activities in any one year period.

Given that the City Business Plan identifies each year’s revenue and expenditure projections on a 10-year basis, it follows that year one of the plan should always form the foundation of the draft budget submitted to Council. When compiling and reviewing the City Business Plan, Council has been and will continue to be asked to provide some guidance on the level of rate revenue/increases that can be incorporated into the 10-year term of the plan. This advice is critical to ensure our success.

Notwithstanding the importance of being able to plan into the future, it is legitimate and acceptable for Council to make decisions on rate revenue and rate increases, and for that matter any other expenditure items as part of the budget deliberations that do not match the revenue or expenditure projections contained within the City Business Plan. Obviously, major variations from the City Business Plan will have significant impact on the 10-year final projections however this has the capacity to be reviewed at the next business plan cycle.

The principle objective of any contemporary local government strategic planning framework should be to identify the aspiration and key focus areas identified by the community in its Community Plan, which is activated by a suite of special-purpose strategies, team plans, asset management plans and major projects, and then deliver them in a timely and cost-effective manner via the City Business Planning and Budget processes.

**Voting Requirements**

Simple Majority

**Officer Recommendation**


**Committee Recommendation**


Committee Voting – 4/0

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

Not Applicable

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

Not Applicable
General Management Services

General Management Services
Governance and Councillor Support

Reference No & Subject: GMS-011/13

Recommendations from the Governance Review Committee Meeting held on 14 November 2013

File No: GOV/39

Author: Jelette Edwards, Governance Coordinator

Other Contributors:

Date of Committee Meeting: 3 December 2013

Disclosure of Interest:

Nature of Council's Role in this Matter:

Attachments:

1. Minutes of the Governance Review Committee Meeting held on 14 November 2013
2. Attachment to Governance Review Committee Minutes

Maps/Diagrams:

Purpose of Report

Approve the recommendations from the Governance Review Committee meeting held on 14 November 2013.

Recommendations to the Corporate and Community Development Committee

Advisory Committee Recommendation 1:
Risk Management Integration into Decision Making through Council Reports

That Council **ENDORSE** the new Council Report templates with the inclusion of a Risk Management implication.

Background

Council adopted the Risk Management Policy in May 2012 that provides the City with the direction on how risk will be incorporated into decision making and all operations of the City.

At the Council Information Workshop held on 27 February 2013 officers provided information to Councillors on how the Council Report template would look by adding Risk Management as an implication to consider in the decision making process. At the workshop Councillors were advised amendments to the Council Report templates would be presented to the Governance Review Committee for recommendation to Council.

The amendment to the Council Report is highlighted in yellow in Attachment 2. The amendments will be adding the Risk Register Numbers under the File Number and adding Risk to the implications section of the Report. The addition of the Risk Numbers will be for staff use to link Council decisions with the Risk Register maintained by the City.
Adding the new section under implications will allow clearer decision for Councillors and formalises the risk elements of a decision that has previously been explained in other sections of the reports such as background, details and comments. The headings in the Risk section are written in such a way that will easily identify the risks in accepting the officer recommendation or not accepting the officer recommendation.

**Implications to Consider**

a. **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, legally and ethically compliant.

b. **Policy**

   Implementation will be in accordance with the City’s Risk Management Policy.

c. **Financial**

   Not Applicable

d. **Legal and Statutory**

   Not Applicable

e. **Voting Requirements**

   Simple Majority

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

Nil

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

Nil

**Advisory Committee Recommendation 2:**

**Disband Ward Boundary Working Party and Civic Catering Occasional Committee**

That Council **DISBAND** the Ward Boundary Working Party and Civic Catering Occasional Committee.

**Background**

The Ward Boundary Working Party was created to undertake a review of ward boundaries and representation in accordance with the Local Government Act 1995.

The Civic Catering Occasional Committee was created to develop and review standards of service for catering at civic functions, meetings and events as part of the review of the catering tender in 2013.

The Ward Boundary Working Party needs to be disbanded due to it completing its terms of reference with recent changes in ward boundaries and councillor representation implemented at the 19 October 2013 local government elections.

The Civic Catering Occasional Committee has now completed its terms of reference. The Committee was created as part of the catering tender review which has now been finalised with a caterer being awarded the Civic Catering tender in 2012.
Implications to Consider

a. **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, legally and ethically compliant.

b. **Policy**
   Councils Governance and Meeting Framework policy guides the City in regards the decision-making process and committee structure. Amendments to the policy are required to implement the changes recommended within this report. These are detailed in the recommendation.

c. **Financial**
   Not Applicable

d. **Legal and Statutory**
   Section 5.2 of the Local Government Act 1995 (the Act) provides that “The council of a local government is to ensure that there is an appropriate structure for administering the local government.”
   
   Section 5.8 of the Act provides that “A local government may establish (by absolute majority decision) committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.”
   
   The committees will be disbanded in line with the Local Government Act 1995.

e. **Voting requirements**
   Absolute Majority

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

That Council:

1. **DISBAND** the Ward Boundary Working Party and Civic Catering Occasional Committee.
2. **AMEND** the Governance and Meeting Framework Policy.

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

To add the amendment of the Governance and Meeting Framework Policy to the recommendation, as this will need to be amended due to the disbandment of the two committees.

**Committee Recommendation**

That Council:

1. **ENDORSE** the new Council Report templates with the inclusion of a Risk Management implication.
3. **AMEND** the Governance and Meeting Framework Policy.

**Committee Voting – 4/0**

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

Not Applicable

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

Not Applicable
Community Development

Community Development
Community Capacity Building

Reference No & Subject: CD-009/13
Recommendation from the Community Grants Program Advisory Committee Meeting held on 3 October 2013

File No: GRS/48

Author: Ms Narelle Edmonds, Community Development Officer

Other Contributors: Ms Jane Elton, Manager Community Capacity Building

Date of Committee Meeting: 3 December 2013

Disclosure of Interest: Executive

Nature of Council’s Role in this Matter: Minutes of the Community Grants Program Advisory Committee Meeting held on 3 October 2013

Attachments: Minutes of the Community Grants Program Advisory Committee Meeting held on 3 October 2013

Purpose of Report
That Council approve the Community Grants Program Advisory Committee Recommendation as tabled.

Recommendations to the Corporate and Community Development Committee

Advisory Committee Recommendation 1:
Approvals and non-approvals of CGP, Minor Project and Event Grants Round Two.

That Council APPROVE the allocation of funds for Round Two of the Community Grants Program as follows:

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Event/Project Request</th>
<th>Subject to Conditions from Community Grants Program Committee</th>
<th>Approved ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockingham and Districts Alzheimer’s Inc</td>
<td>Event – Christmas 1,000</td>
<td></td>
<td>1,000</td>
</tr>
<tr>
<td>Seniors Recreation Council</td>
<td>Event – Have a Go Day 3,484.92</td>
<td>Group to liaise with local sporting clubs to assist in expansion of event</td>
<td>3,484.92</td>
</tr>
<tr>
<td>Baldivis Archery Club</td>
<td>Project – Equipment Purchase 14,935</td>
<td></td>
<td>14,935</td>
</tr>
</tbody>
</table>
CONFIRMED AT A CORPORATE AND COMMUNITY DEVELOPMENT MEETING HELD ON TUESDAY 18 FEBRUARY 2014

PAGE 23

<table>
<thead>
<tr>
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<th>Event/Project Request</th>
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<th>Approved ($)</th>
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</thead>
<tbody>
<tr>
<td>Mission Australia</td>
<td>Project – Equipment Purchase 15,000</td>
<td></td>
<td>7,500</td>
</tr>
<tr>
<td>TriEvents</td>
<td>Event – Triathlon 6,500</td>
<td></td>
<td>6,500</td>
</tr>
<tr>
<td>St Vincent de Paul Society</td>
<td>Project – Tip Fees 1,740</td>
<td></td>
<td>1,740</td>
</tr>
<tr>
<td>Perth Blokart Club</td>
<td>Event – World Championships 10,000</td>
<td>1) Relevant Outdoor event application to be competed and to include traffic management and events approval. 2) Written approval by Department of Environment and Conservation to host this event</td>
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<td></td>
<td>3,300</td>
</tr>
<tr>
<td>Intework</td>
<td>Event – International Day for people with disability 2,385</td>
<td></td>
<td>2,385</td>
</tr>
<tr>
<td>West Coast Dog Sports</td>
<td>Event – Fun Day 7,250.35</td>
<td>Written approval from the RSPCA to host event</td>
<td>3,219.25</td>
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<tr>
<td>Rockingham Historical Society</td>
<td>Project – Operational 7,000</td>
<td></td>
<td>7,000</td>
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<tr>
<td>Baldivis Little Athletics</td>
<td>Event – Fun Run 2,650</td>
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<td>River of Life C3 Church</td>
<td>Event – Christmas Lunch 2,000</td>
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<td>2,000</td>
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<tr>
<td>Warnbro Community High School</td>
<td>Event – Awards 5,000</td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td><strong>TOTAL MINOR PROJECT/EVENT</strong></td>
<td><strong>83,945.27</strong></td>
<td><strong>14 Applications</strong></td>
<td><strong>61,714.17</strong></td>
</tr>
</tbody>
</table>

**Background**

Round Two of the Community Grant Program (CGP) closed on Friday 13 September 2013. A total of 14 applications were received for minor project/events. One application was not eligible and all requests were approved in varying amounts with some conditions imposed, totalling $61,714.17
## Implications to Consider

### a. 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 7:** Community facilities and services that are well utilised, accessible and cost effective, and where appropriate, multi-functional.

### b. Policy

The Community Grants Program operates in line with the Community Grants Program Policy, and Guidelines. The Community Grants Program operates in line with the Council’s Governance and Meeting Framework Policy.

### c. Financial

If Council approved the CGP Round Two applications, Minor Project/Event grants an amount of $61,714.17 will be utilised from the CGP budget which currently has a balance of $364,028.65 leaving a further balance of $302,314.48.

### d. Legal and Statutory

Nil

### e. Voting Requirements

Simple Majority

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## Officer Recommendation if Different to Advisory Committee Recommendation

Nil

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

Nil

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## Committee Recommendation

That Council **APPROVE** the allocation of funds for Round Two of the Community Grants Program as follows:

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Committee Voting – 4/0

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

Not Applicable

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

Not Applicable
CONFIRMED AT A CORPORATE AND COMMUNITY DEVELOPMENT MEETING HELD ON TUESDAY 18 FEBRUARY 2014

PRESIDING MEMBER

Corporate and Community Development Committee Minutes
Tuesday 3 December 2013

PAGE 26

Community Development
Community Infrastructure Planning

Reference No & Subject: CD-010/13 Coastal South Sporting Infrastructure Assessment

File No: CSV/2805

Proponent/s: Ms Carly Kroczek, Community Infrastructure Planning Officer

Author: Mr Ashley Pittard, Manager Community Infrastructure Planning

Other Contributors:

Date of Committee Meeting: 3 December 2013

Previously before Council: 24 September 2013 (CIP-005/13), 23 April 2013 (CIP-002/13), 26 March 2013 (CS-005/13)

Disclosure of Interest:

Nature of Council’s Role in this Matter: Executive

Site:
Lot Area:

Attachments: Coastal South Sporting Infrastructure Assessment

Maps/Diagrams:

Purpose of Report

To seek Council’s endorsement of the Coastal South Sporting Infrastructure Assessment study and to outline its revised population catchment in line with the intent of the original Council notice of motion within the identified Coastal South suburbs of Golden Bay, Secret Harbour and Singleton.

To provide Council with advice that any future recreation planning will need to encompass broader community catchments to align with professional recreation planning principles.

Background

As a consequence of a Notice of Motion from Cr Elliott Council resolved in April 2013 to:

1. **REJECT** any previous concepts and designs for Lark Hill Sportsplex Stage 2 and **ENDORSE** the focus of any further development at this site changing from the purposes of major regional sports and events infrastructure to local sport and community needs.

2. **ENDORSE** the immediate development of a Coastal South Sub District Local and District Sporting Strategy that will include all relevant financial, planning, land use, environmental, water and social factors and guide the timely and effective delivery of sport and recreation infrastructure for the Coastal South Sub District (Lark Hill Sportsplex, Rhonda Scarrott Reserve and Laurie Stanford Reserve) and surrounds.

3. **DIRECT** the CEO to submit the Coastal South Sub District Local and District Sporting Strategy to Council for consideration and determination on or before the August 2013 Ordinary Council meeting.
4. **CONSIDER** amendment to the Community Infrastructure Plan and the Developer Contribution Plan to accommodate the recommendations contained within the Coastal South Sub District Local and District Sporting Strategy at the Ordinary Council meeting that occurs no later than one month after the adoption of the Strategy.

At the 24 September 2013 Ordinary Council meeting, Council endorsed the Interim Coastal South Sub District Active Open Space Strategy to guide the timely review and implementation of sporting related infrastructure and active reserves in the Coastal South Sub District. The study area for the interim strategy took in not only the suburbs of Golden Bay, Secret Harbour and Singleton, but also a secondary study area approximately five kilometres to the north of Secret Harbour and included the Port Kennedy environs. This study area was determined based upon professional recreation planning principles to include appropriate catchments, a new ward boundary, the typical distance people will travel to participate in competitive sports and formal recreation opportunities and/or to get to their respective club of choice. In hindsight the new ward boundary has no bearing on the study and reference to this has been removed.

This report is being returned to Council as it was determined that the extended study area, which would be applicable though utilising professional recreation planning principles, may have differed from the intent of the original Council notice of motion.

As a result, a revised study, the Coastal South Sporting Infrastructure Assessment (CSSIA) has been produced which focuses specifically on the active open space and sporting infrastructure provision in the exclusively defined Coastal South population catchment and suburbs of Golden Bay, Secret Harbour and Singleton only. It also includes the nearby Lark Hill Sportsplex as was intended by the notice of motion.

The CSSIA endeavours to identify whether or not the current and future active open space provision is adequate for the projected Coastal South population and predicted use. This report has been completed and is now provided to Council for endorsement.

### Details

Based on the figures provided by the City’s demographer, Informed Decisions (.id), the combined 2013 population of Golden Bay, Secret Harbour and Singleton is 19,544; this is expected to increase to 24,717 by 2026. Using the standards of provision which are outlined in the City’s Community Infrastructure Plan, a community of approximately 20,000 people should have access to the following facilities:

<table>
<thead>
<tr>
<th>Item</th>
<th>Standards of Provision</th>
<th>Required</th>
<th>Meets Standards</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional Active Open Space (6 - 8 fields)</td>
<td>1:150,000 - 250,000</td>
<td>Access to</td>
<td>Yes; Lark Hill Sportsplex</td>
</tr>
<tr>
<td>District Active Open Space (4 - 6 fields)</td>
<td>1:100,000 - 125,000</td>
<td>No</td>
<td>N/A – not required</td>
</tr>
<tr>
<td>Sub District Active Open Space (2 - 4 fields)</td>
<td>1:25,000 – 50,000</td>
<td>No</td>
<td>Yes - Exceeds; Laurie Stanford Reserve</td>
</tr>
<tr>
<td>Neighbourhood Active Open Space (1 - 2 fields)</td>
<td>1:15,000 – 20,000</td>
<td>Yes x 1</td>
<td>Yes - Exceeds; Rhonda Scarrott Reserve (single oval) and Secret Harbour Oval</td>
</tr>
<tr>
<td>Local Active Open Space (1 Junior field)</td>
<td>1:7,500 – 10,000</td>
<td>Yes x 2</td>
<td>No – Deficient; 1 x Surf Drive</td>
</tr>
</tbody>
</table>
As can be seen from the table above, the Coastal South area is deficient in the provision of one local active open space only, but exceeds provision for both Sub District and Neighbourhood active open space. The community also have the opportunity to access other Department of Education playing fields in the Coastal South area.

With a projected population of 24,717 by 2026, the Coastal South area will require the following active open space provision:

<table>
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<td>Access to</td>
<td>Yes; Lark Hill Sportsplex</td>
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<td>1:25,000 – 50,000</td>
<td>Yes x 1</td>
<td>Yes; Laurie Stanford Reserve</td>
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<tr>
<td>Neighbourhood Active Open Space (1 - 2 playing fields)</td>
<td>1:15,000 – 20,000</td>
<td>Yes x 1</td>
<td>Yes - Exceeds; Rhonda Scarrott Reserve (twin oval) and Secret Harbour Oval</td>
</tr>
<tr>
<td>Local Active Open Space (1 Junior playing field)</td>
<td>1:7,500 – 10,000</td>
<td>Yes x 2</td>
<td>Yes; 1 x Surf Drive (current) 1 x Adjacent to Comet Bay College (future)</td>
</tr>
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</table>

Based on the current provision alone, the Coastal South area is deficient in only the provision of one local active open space. However, with one new local active open space, adjacent to Comet Bay College and one additional playing surface at the neighbourhood active open space (Golden Bay Primary School Shared Use Reserve) being constructed within the next 24 months, the Coastal South area will have adequate active open space to meet their current and future needs up until approximately 2026.

It should be noted, that Lark Hill Sportsplex being a regional level facility located within the adjacent suburb of Port Kennedy is available to the entire Rockingham municipality and catchment. It is noted that the Coastal South area residents currently access and utilise Lark Hill Sportsplex and will continue to do so in the future. The facility is required for all current and future population catchments within Rockingham and achieves the standard for those including the Coastal South area.

Based on facility provision standards, the community has access to an adequate number of turf based facilities at reserves. However, it is evident from the community consultation phase of this project that the building infrastructure and supporting amenities is significantly lacking in many areas. That is the ‘green’ playing surfaces meet the community demand and the ‘grey’ built infrastructure does not meet community, club and sporting association standards, needs and expectations. This includes the building size, room configuration, fit-for-purpose design, ability to access these building spaces and specialised sporting equipment.

In particular, the community consultation highlighted that the club facilities at Rhonda Scarrott Reserve will still lack approximately 87m² of floor space to meet the basic standards after the current master plan is implemented, whilst the current Laurie Stanford Reserve Master Plan will slightly exceed current expectations.

To ensure the facilities at both of these key active open space reserves adequately meet current and future sporting standards and expectations, both master plans need to be reviewed in consultation with relevant stakeholders, prior to the detailed design in 2014/15 and construction in the ensuing year.
Implications to Consider

a. Consultation with the Community
   Targeted engagement was undertaken with key sport, community and resident groups in the Coastal South area. Clubs and associations are the major users of Council reserves and facilities for the purpose of sport, recreation and physical activity. Sporting governing bodies, both state and regional, such as Australian Rules Football, Cricket and Football (Soccer) were extensively engaged. Direct contact was made with the majority of tenants of reserves and community facilities from the Coastal South area. The Clubs were encouraged to provide direct feedback. Overall, the clubs provided a view from a range of sports that encompassed both junior and senior participation, as well as men and women. Respondents indicated that their clubs were generally continuing to expand and that the key issue was to improve access and enhance the building infrastructure at most reserves.

   Extensive consultation will occur further with, the Secret Harbour Dockers Football Club, the Peel Junior Soccer Association and associated community, resident and leisure groups.

   Coastal South sport, recreation and community clubs will be invited to provide feedback on all relevant designs and plans associated with the final study.

b. Consultation with Government Agencies
   Not Applicable

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

   Aspiration 4: A healthy community engaging in positive and rewarding lifestyles with access to a range of passive and active recreational and personal development opportunities.

   Aspiration 5: Community facilities and services delivered in a timely manner, able to meet expectations and serve new and growing neighbourhoods.

   Aspiration 6: Civic buildings, public places and transport infrastructure of contemporary design constructed and maintained using best practice principles.

   Aspiration 7: Community facilities and services that are well utilised, accessible and cost effective and where appropriate, multi-functional.

   Aspiration 11: Planning for population growth to ensure that future development and land-uses contribute to a sustainable city that provide for a genuinely desirable lifestyle.

d. Policy
   Not Applicable

e. Financial
   An allocation of $100,000 has been sourced and confirmed through the quarterly budget review process to undertake the implementation actions associated with Coastal South recreation planning.

f. Legal and Statutory
   Further investigations are required on the impact any changes to infrastructure projects may have on the Development Contribution Plan. These investigations are underway and all implications will be included as part of the final CSSIA study due to be presented to Council in 2014.

Comments

The Coastal South area is experiencing rapid population growth due to the number of new residential developments occurring in the district. As a direct result, participation in formalised sport, particularly at a junior level is also increasing.
The outcomes of the Coastal South Sporting Infrastructure Assessment identify that generally there is a sufficient amount of active open space within the Coastal South area. Although the local active open space category is deficient by one junior sized playing surface, this is easily compensated for by the provision of an additional Sub District and Neighbourhood active open spaces.

This active open space provision within the Coastal South environs shall be adequate for the next ten years, as the existing provision will be complemented and achieved by active open space development undertaken by the City and private development. This includes the senior sized Golden Bay Primary School Shared Use reserve (second oval at Rhonda Scarrott Reserve) and one located adjacent to Comet Bay College. The enhancement of the existing active open space shall progress with the planned reserve development works in 2015/16 for Laurie Stanford Reserve and Rhonda Scarrott Reserve.

It is evident, especially from the community consultation, that the provision of the built infrastructure and supporting sports amenities require immediate review, attention and improvement. With adequate turf based playing surfaces within the Coastal South area, the current built facilities, such as pavilions with change rooms, storage and social areas, obviously do not adequately serve the existing Coastal South area and representative sporting clubs. The built infrastructure does not meet the relevant sporting standards and will not be able to meet the demands of three (3) growing communities unless enhanced buildings are delivered. The implementation actions which have been identified in the CSSIA study need to be completed prior to any final recommendations being made on the future of the developments at Laurie Stanford Reserve and Rhonda Scarrott Reserve.

In order to observe professional recreation planning principles, Council will need to consider and acknowledge realistic broader community catchments reflective of the community, their lifestyle actions and travel.

Changes to the City's strategic planning documents, including the Community Infrastructure Plan and Business Plan cannot be recommended at this time, due to the need to complete many of the implementation actions contained within the strategy. It is expected that thorough investigations, in particular those associated with Rhonda Scarrott Reserve building infrastructure, Laurie Stanford Reserve and Lark Hill Sportsplex may take some time to complete. The CSSIA study shall be returned to Council in 2014 and include this volume on the three Coastal South suburbs as directed by the original Council notice of motion and include a supplementary volume to include greater planning detail for Lark Hill Sportsplex and an extended population catchment for Port Kennedy and environs, which will be based on sound recreation planning principles.

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council:

1. **ENDORSE** the Coastal South Sporting Infrastructure Assessment study.
2. **ACKNOWLEDGE** that a final study and report will be provided to Council in 2014 and will encapsulate Lark Hill Sportsplex and all Coastal South Sporting Infrastructure.

**Committee Recommendation**

That Council:

1. **ENDORSE** the Coastal South Sporting Infrastructure Assessment study.
2. **ACKNOWLEDGE** that a final study and report will be provided to Council in 2014 and will encapsulate Lark Hill Sportsplex and all Coastal South Sporting Infrastructure.

Committee Voting – 4/0
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Purpose of Report

To approve the recommendation of the Baldivis Library and Community Centre Project Reference Group in relation to the public art concept in the Baldivis Town Square as part of the Baldivis Library and Community Centre Project.

Recommendations to the Corporate and Community Development Committee

Advisory Committee Recommendation 1:
Baldivis Library and Community Centre

That Council APPROVE the appointment of the preferred artist, Andrew Kay and the public art concept in the Baldivis Town Square as part of the Baldivis Library and Community Centre Project.

Background

The concept of the provision of public art in community buildings is consistent with the City's Central Arts Policy which relates to the Strategic Metropolitan Centre (SMC) of Rockingham and although Baldivis does not fit within the SMC, a community facility of this scope should have public art. The Central Arts Policy recommends an amount of one percent of the capital cost of public buildings and other appropriate public works to be set aside for the integration of an arts component. Therefore an amount of $115,000, of the overall project budget of $11.5m has been set aside for public art.

At the Baldivis Library and Community Centre Project Reference Group meeting conducted on 20 November 2013, the group, during a site construction tour, recommended to APPROVE the selection of the preferred artist and public art concept installed in the Baldivis Town Square as part of the Baldivis Library and Community Centre Project. It was raised and discussed the key features of the proposed public art installation, the quotation and selection process, how it would
complement the Baldivis Library and Community Centre infrastructure project and provide a key public art centrepiece in Baldivis.

The group was advised of the Baldivis public art quotation process and how it invited qualified and experienced artists to provide a submission to design, construct and install an iconic work of public art within the Baldivis Library Town Square, with the aim of attracting visitors into the square and towards the Baldivis Library entrance. Some key design specifications included the public art item included:

- significant in heights;
- constructed with suitable materials utilised to be weather resistant, maintain a long life in an external environment and be unable to be climbed, removed or stolen in part or in full, and resistant to graffiti vandalism and damage and;
- contemporary/semi-abstract design;
- conform to Australian Standards

The theme requested of the artist to consider had to be reflective of one or more areas of significance to the Baldivis location. It was expected the successful work will reflect one or more of the following in a semi-abstract and/or contemporary way:

- The name of Baldivis was thought up by settlers in the area who were attracted to the region by the 1920s Group Settlement Scheme;
- The name derives from three ships which travelled to Western Australia in 1922, all within six weeks of each other, bringing settlers under the scheme. They were named BALranald, Diogenes and the JerVIS Bay;
- Land parallel to the eastern side of Baldivis Road was set aside for a tramway between Jandakot in the north and Karnup to the south, to provide access to the Group Settlement Scheme land;
- Many of the road names in Baldivis (e.g. Sixty Eight Road, Fifty Road, etc.) originate from the group numbers;
- The western half of Baldivis (generally west of Baldivis Road) is composed of undulating sand and limestone soil with occasional wetlands. The high point is known as Tamworth Hill, which is the site of a water reservoir;
- East of Baldivis Road the land is generally flat and comprises sand and clay soils; the exception being the sandy hill known as Dog Hill. These areas are generally used for rural purposes; and
- The western portion of Baldivis contains tuart trees; some of the trees have been retained within the residential areas.

Five submissions were received and evaluated against a criteria including:

- Level of service as determined by capability/competence of artist to perform the work required including qualifications, skills and experience of artist and artist's team;
- Performance and experience of the artist in supplying similar goods of completing similar projects including relevant industry experience, details of similar work undertaken and level of understanding of quotation documents and work required;
- Methodology statement and timeline including outline of proposed artwork, showing appreciation of tender requirements and work required; and
- Price Considerations.

The preferred concept is by artist Andrew Kay, as follows:
Diagram 1. Baldivis Library and Community Centre Preferred Public Art Concept
Implications to Consider

a. Consultation with the Community
   There are two community representatives on the Baldivis Library and Community Centre Project Reference Group.

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 Aspirations contained in the Community Plan 2011:
   
   **Aspiration 3:** A vibrant community, enjoying access to a wide range of educational and cultural and artistic activities and a wide range of other social opportunities
   
   **Aspiration 6:** Civic buildings, public places and transport infrastructure of contemporary design constructed and maintained using best practice principles.

d. Policy
   The public art quotation and selection process adhered to the City’s Purchasing Policy and Procurement Standards.

e. Financial
   The Baldivis Library and Community Centre total current contractual project cost of $11.5 million is allocated in the City’s Capital Works Budget, with approximately one per cent of which is allocated towards public art elements. Therefore, the project's Public Art budget is $115,000 of which $90,000 will be allocated towards the main feature as presented by Andrew Key in the Baldivis Town Square.

f. Legal and Statutory
   Not Applicable

g. Voting Requirements
   Simple Majority

<table>
<thead>
<tr>
<th>Officer Recommendation if Different to Advisory Committee Recommendation</th>
</tr>
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<tbody>
<tr>
<td>Nil</td>
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<thead>
<tr>
<th>The Officer’s Reason for Varying the Advisory Committee Recommendation</th>
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<tbody>
<tr>
<td>Nil</td>
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<tbody>
<tr>
<td>Not Applicable</td>
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</table>
### Community Development

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CD-012/13 Notice of Motion – Baldivis Community Policing Forum</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CPM/14</td>
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<tr>
<td>Proponent/s:</td>
<td>Cr Matthew Whitfield</td>
</tr>
<tr>
<td>Author:</td>
<td>Ms Mary-Jane Rigby, A/Coordinator Community Safety</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>3 December 2013</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Advocacy</td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td></td>
</tr>
<tr>
<td>Site:</td>
<td></td>
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<tr>
<td>Lot Area:</td>
<td></td>
</tr>
<tr>
<td>Attachments:</td>
<td></td>
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<tr>
<td>Maps/Diagrams:</td>
<td></td>
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### Purpose of Report

To seek Council approval for the City to request WA Police to conduct a Community Forum in Baldivis to discuss local crime issues and the states approach to frontline policing in WA.

### Background

Cr Whitfield submitted the following motion for consideration at the November 2013 Ordinary Council Meeting:
“That Council:

1. **REQUEST** that the minister for Police and Road Safety arrange that the Western Australian Police Services host a Community Forum in Baldivis in early 2014 so that policing and community safety in the City of Rockingham can be discussed.

2. **DIRECT** the Chief Executive Officer to write to the Minister for Police and Road Safety conveying Council’s request and request the Ministers attendance.”

In May 2012, a forum was conducted at the Gary Holland Community Centre hosted by WA Police. On 20 November 2013, an ‘Our Your Suburb’ community forum was conducted by Nine News, 6PR and WA Today at the Gary Holland Community Centre. The forum was based on a community poll comprising of 25 questions receiving up to 500 responses from community members.


### Details

WA Police host community forums frequently across Western Australia. The forums are aimed at discussing local crime issues and the States approach to frontline policing directly with the community. They provide residents with the opportunity to raise their views on crime, traffic and other policing issues with senior police officers.

The forums are hosted by the Minister for Police and Road Safety; the Hon. Liza Harvey MLA and the Commissioner of Police, Karl O'Callaghan APM.

### Implications to Consider

**a. Consultation with the Community**  
Nil

**b. Consultation with Government Agencies**  
Nil

**c. Strategic**  
Community Plan  
This item addresses the Community’s Vision for the future and specifically the following Aspirations 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.

- **Aspiration 7:** Community facilities and services that are well utilised, accessible and cost effective and where appropriate multi-functional.

**d. Policy**  
Not Applicable

**e. Financial**  
Not Applicable

**f. Legal and Statutory**  
Not Applicable

### Comments

The Notice of Motion from Cr Whitfield should be supported, as any advocacy towards a stronger awareness, understanding and relationship between Baldivis residents and the WA Police will benefit the community. The forum may also provide an opportunity to promote current initiatives, programs and services delivered by the WA Police.
## Voting Requirements

Simple Majority

## Officer Recommendation

That Council **SUPPORT** the Notice of Motion by Councillor Whitfield.

### Notice of Motion from Cr Whitfield

That Council:

1. **REQUEST** that the minister for Police and Road Safety arrange that the Western Australian Police Services host a Community Forum in Baldivis in early 2014 so that policing and community safety in the City of Rockingham can be discussed.

2. **DIRECT** the Chief Executive Officer to write to the Minister for Police and Road Safety conveying Council’s request and request the Ministers attendance.

### Committee Recommendation

That Council:

1. **REQUEST** that the minister for Police and Road Safety arrange that the Western Australian Police Services host a Community Forum in Baldivis in early 2014 so that policing and community safety in the City of Rockingham can be discussed.

2. **DIRECT** the Chief Executive Officer to write to the Minister for Police and Road Safety conveying Council’s request and request the Ministers attendance.

**Committee Voting – 4/0**

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

Not Applicable

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

Not Applicable
Community Development
Community Safety

Reference No & Subject: CD-013/13
Notice of Motion – Community Security Service Zoning Review

File No: CPM/14
Proponent/s: Cr Matthew Whitfield
Author: Ms Mary-Jane Rigby, A/Coordinator Community Safety
Other Contributors: Ms Genevieve Rowles, Manager Community Safety

Date of Committee Meeting: 3 December 2013
Previously before Council:

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

Site:
Lot Area:
Attachments: Community Safety Service Statistics
Maps/Diagrams:

Purpose of Report
To seek Council approval for the City to undertake a review of the Community Safety Service (CSS) zoning across the entire City of Rockingham.

Background
Cr Whitfield submitted the following motion for consideration at the November 2013 Ordinary Council Meeting:

That Council:
1. SUPPORT a review of the Community Security Service zoning due to an increase in population within the Baldivis locality; and
2. DIRECT the Chief Executive Officer to reassess the Community Security Service zoning accordingly

The Community Safety Service zoning is divided into three zones, each with a dedicated patrol vehicle, with a fourth vehicle acting as a roving support between the designated zones. The zones have been set up to ensure all areas within Rockingham have comparable coverage.
The current zones are based on population density and location to ensure adequate response times are met by safety patrol officers.
Zone 1 – East Rockingham, Rockingham, Shoalwater, Safety Bay, Hillman, Cooloongup, Peron, Waikiki (total population 49,005)
Zone 2 – Warnbro, Port Kennedy, Secret Harbour, Golden Bay, Singleton (total population 42,780)
Zone 3 – Baldivis, Karnup (total population 17,300)

In 2011, a review of the zones was undertaken and changes were made to Zone 2 and Zone 3. Under this review, Zone 2 comprised of Baldivis, Warnbro and Port Kennedy. Zone 3 comprised of Secret Harbour, Golden Bay, Singleton and Karnup. The response time to call outs involving Zone 2 and 3 increased between 2011 and 2012 and further pressure was placed on the patrol officers with the change of zoning. As a result, in late 2012 the Zones were again reviewed and reverted back to as they were prior to the change in 2011.

The service has been popular with the community since its inception, with a steady increase in requests annually.

Details

The purpose of the Community Safety Service is to observe, report and monitor incidents of antisocial behaviour and other issues involving safety and security within the community. The key performance indicator (KPI) for the level of service provided is set at 80% for attendance at incidents within 15 minutes of a resident contacting the call centre.

The reported numbers of requests for attendance in each zone from 1 July 2012 – 1 November 2013 are as follows:

Zone 1 – 3235 Requests (ranging from 92 - 98% response time under 15 minutes)
Zone 2 – 1937 Requests (ranging from 82 – 97% response time under 15 minutes)
Zone 3 – 1102 Requests (ranging from 82 - 93% response time under 15 minutes)

Of the above listed requests, all were responded to within less than 15 minutes from the time the call was received at the call centre, meeting the KPI as stipulated in the tendered contract.

For a breakdown of response times, please refer to attachment CD-013/13.

Zone 1 consistently requires higher demand from the service than zone 2 and zone 3. All zones are receiving a response to calls within the stipulated response time. In consideration of higher recording of incidents in Zone 1, a review of the current zoning to relieve pressure from Zone 1 would be beneficial to the service.

Officers receive monthly statistics from Wilson Security (the contractor delivering the CSS). These statistics along with consideration of projected population growth and community feedback will factor in the review of CSS zoning. The City Safe Advisory Committee (CSAC) have a role to assist with the review and monitoring of the CSS based on community feedback, monthly statistics, response times and population data.

Implications to Consider

b. Consultation with the Community

Consultation in the form of a survey has been made available and ongoing to the community since June 2011. Over 700 responses have been received in this time with 96% of respondents supporting the continuation of the service. Of those respondents, 96% had utilised the service, 85% would recommend it to others and 70% believed the service makes them feel safer in their community.

The results and findings of the review should be tabled at the CSAC due to the community representation on this Committee.

b. Consultation with Government Agencies

The results and findings of the review should be tabled at the CSAC due to representation by WA Police on this Committee.
c. **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 2:** A safe community where residents feel secure, relaxed and comfortable within their home, work and social environments.

- **Aspiration 7:** Community facilities and services that are well utilised, accessible and cost effective and where appropriate multi-functional.

d. **Policy**

Not Applicable

e. **Financial**

Not Applicable

f. **Legal and Statutory**

Not Applicable

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**Comments**

The current growth in population to the Baldivis area (Zone 3) is currently not placing any additional pressure on the CSS. Projected population over the next five years to area’s within Zone 2 and 3 should be considered with a review of zoning. In consideration of current statistics, Zone 1 would be the priority area for review due to the pressure it is currently placing on the service and patrol officers. It would still be prudent to undertake a review of the overall CSS for the entire Rockingham locality to ensure it remains an effective and efficient community service. This review should be tabled at the CSAC for discussion and review as there is representation from the community and key stakeholders (WA Police) to receive comment and feedback from.

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council:

1. **SUPPORT** a review of the current Community Safety Service zoning to ensure it remains an efficient and effective service to the overall Rockingham community.

2. **REFER** the findings of the Community Safety Service zone review to the City Safe Advisory Committee for consideration.

**Notice of Motion from Cr Whitfield**

That Council:

1. **SUPPORT** a review of the Community Security Service zoning due to the increase in population within the Baldivis locality; and

2. **DIRECT** the Chief Executive Officer to reassess the Community Security Service zoning accordingly.

**Committee Recommendation**

That Council:

1. **SUPPORT** a review of the current Community Safety Service zoning to ensure it remains an efficient and effective service to the overall Rockingham community.
2. REFER the findings of the Community Safety Service zone review to the City Safe Advisory Committee for consideration.

Committee Voting – 4/0

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16. Notices of motion for Consideration at the Following Meeting
   Nil

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

18. Matters Behind Closed Doors
   4:22pm The Chairperson asked if any members had any questions for debate. There were no questions or request for debate.

General Management Services

CONFIDENTIAL ITEM
NOT FOR PUBLIC ACCESS
Section 5.95(3) Local Government Act 1995 (the Act)
This item may be discussed behind closed doors as per Section 5.23(2)(b) of the Act

General Management Services
Governance and Councillor Support

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>GMS-010/13</th>
<th>Recommendation from the Australia Day Awards Selection Panel Meeting held on 26 November 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>COM/7</td>
<td></td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Peter Varris, Manager Governance and Councillor Support</td>
<td></td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>3 December 2013</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive</td>
<td></td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Minutes of the Australia Day Awards Selection Panel meeting dated 26 November 2013</td>
<td></td>
</tr>
<tr>
<td>Attachments:</td>
<td></td>
<td>Confidential Attachment as per Section 5.23(2)(b) of the Local Government Act 1995</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td></td>
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</table>
Purpose of Report

To consider the nominations received for the Premier’s Australia Day Active Citizenship Awards 2014, select winners and submit recommendations to Council for approval.

Recommendations to the Corporate and Community Development Committee

Advisory Committee Recommendation 1:
Nominations received for Premier's Australia Day Active Citizenship Awards 2014

That Council:

1.  **ACCEPT** the recommendation by the Australia Day Awards Selection Panel on the recipients for the following awards:
   a. Award for a Person Under 25 Years of Age
   b. Award for a Person 25 Years of Age or Older
   c. Award for a Community Group/Event

2.  **WITHHOLD** the release of the names of the successful award recipients until they are formally presented at the 2014 Australia Day ceremony.

Background

Nominations for the Premier’s Australia Day Active Citizenship Awards 2014 were called for in July to November 2013.

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

- a Person or 25 years or older
- a Person under 25 years
- a community group or event

This year the City did not advertise in the local paper and instead chose to have paid advertising on Facebook. This paid advertising ran for one month and was cheaper than one advertisement in a local newspaper. The advertisement on Facebook was viewed 30,048 times. This year also resulted in more nominations for all categories than the past 3 years.

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

Implications to Consider

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

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

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

c.  **Financial**
   Not Applicable
d. Legal and Statutory

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

e. Voting Requirements

Simple Majority

<table>
<thead>
<tr>
<th>Officer Recommendation if Different to Advisory Committee Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>The Officer’s Reason for Varying the Advisory Committee Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
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Committee Voting – 4/0

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</thead>
<tbody>
<tr>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Implications of the Changes to the Officer’s Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
</tr>
</tbody>
</table>
## 19. Date and Time of Next Meeting

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>The next Corporate and Community Development Committee Meeting will be held on <strong>Tuesday 18 February 2014</strong> in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.</td>
</tr>
</tbody>
</table>

## 20. Closure

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<thead>
<tr>
<th>Closure</th>
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<tbody>
<tr>
<td>There being no further business, the Chairperson wished all Councillors, staff and their families a Merry Christmas, thanked them for attending the Corporate and Community Development Committee meeting, and declared the meeting closed at <strong>4:23pm</strong>.</td>
</tr>
</tbody>
</table>