City of Rockingham

MINUTES

Corporate & Engineering Services
Standing Committee Meeting

Held on

Tuesday 19 October 2010

4:00pm

Committee Room 1
Council Administration Building
Civic Boulevard, Rockingham
# City of Rockingham

Corporate & Engineering Services Standing Committee Meeting

4:00pm Tuesday 19 October 2010

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   - Engineering & Parks Services Information Bulletin – October 2010
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### Corporate Services
- CS-001/10 Application for Rating Exemption – Foundation Housing Ltd. 21 Kinsale Bend, Port Kennedy and 24/4 Marlo Place, Waikiki
- CS-002/10 Schedule of Accounts September 2010

### Executive Services
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- ES-002/10 Local Emergency Management Advisory Committee

### Economic Development
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- ED 002/10 Global Friendship Committee

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Corporate and Engineering Services Standing Committee Minutes
Tuesday 19 October 2010

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13. **Reports of Councillors**

14. **Addendum Agenda**

15. **Motions of which previous notice has been given**

16. **Notices of motion for consideration at the following meeting**

17. **Urgent business approved by the person presiding or by decision of the Committee**

18. **Matters behind closed doors**

19. **Date and time of next meeting**

20. **Closure**
City of Rockingham
Corporate & Engineering Services
Standing Committee Meeting
4:00pm Tuesday 19 October 2010

MINUTES

1. **Declaration of opening**

   The Chairman declared the Corporate and Engineering Services Standing Committee Meeting open at xxxxxpm and welcomed all present.

2. **Record of attendance / apologies / approved leave of absence**

   2.1 **Councillors**
   
   Cr B Sammels (Mayor)
   Cr L Dunkling
   Cr P Ellis
   Cr D Hamblin

   2.2 **Executive**
   
   Mr A Hammond  Chief Executive Officer
   Mr C Thompson  Director Engineering & Parks Services
   Mr J Pearson  Director Corporate Services
   Mr P Kerp  Manager Engineering Services
   Mr G Rogers  Manager Capital Works
   Mr C Buss  Manager Economic Development
   Ms K Strachan  Manager Strategy Coordination
   Mr N Fimmano  Manager Executive Services
   Ms S Langley  Secretary Executive Services

   **Members of the Public:**
   Nil

   **Press:**
   Nil

2.3 **Apologies:**

   Nil

2.4 **Approved Leave of Absence:**

   Nil

3. **Responses to previous public questions taken on notice**

   Nil.
4. **Public question time**

   Nil.

5. **Confirmation of minutes of the previous Corporate and Engineering Services Standing Committee meeting**

   **Moved Cr xxx, seconded Cr xxx:**

   That Council CONFIRM the Minutes of the Corporate and Engineering Services Standing Committee Meeting held on 21 September 2010, as a true and accurate record.

   **Committee Voting – 4/0**

6. **Matters arising from the previous Corporate and Engineering Services Standing Committee meeting minutes**

   Nil.

7. **Announcement by the presiding person without discussion**

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

8. **Declarations of members and officers interests**

   Nil.

9. **Petitions / deputations / presentations / submissions**

   **9.1 Deputation**

   4:45pm A deputation from the Singleton Recreation and Community Club, consisting of Chris Elliott, Malcolm Venn, Brian Llewellin, and Francis Robinson has been invited to attend the meeting to provide the Committee with a presentation relating to the funding for the proposed toilet block at the Lawrie Stanford Reserve.

10. **Matters for which the meeting may be closed**

    Nil.

11. **Bulletin items**

    **Corporate & Executive Services Information Bulletin - October 2010**

    **Corporate Services**

    1. Corporate Services Team Overview
    2. Human Resource update
    3. Project Status Reports
       3.1 Reengineering of Management Reports
       3.2 Authority Informix to SQL Conversion
       3.3 Minutes and Agenda Software
       3.4 Customer Request Management System
       3.5 Facilities Booking System
       3.6 Mobile Computing (AIM) Licensing Fees
| 3.7 Scanning Building Licence Applications |
| 3.8 Disaster Recovery Solution |
| 4. Information items |

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Executive Services
1. Executive Services Team Overview
2. Human Resource update
3. Project Status Reports
   3.1 Review of City of Rockingham Local Laws
   3.2 New Format for Council Agendas, Minutes & Reports
   3.3 Review of all Council Policies
4. Information items
   4.1 Minor Donations – Delegation of Authority to the Chief Executive Officer
   4.2 Fire Attendance by COR Appliances & Crews
   4.3 Emergency Management and Recovery
   4.4 Newsletter – National Sea Change Taskforce

Human Resources
1. Human Resources Team Overview
2. Human Resource update
3. Project Status Reports
   3.1 Employee Health and Wellbeing Programme
   3.2 Corporate Training Programme
   3.3 Advanced Diploma of Management (CoR)
   3.4 Leadership and Management Programme
   3.5 Elected Members Training Programme
4. Information items

Economic Development
1. Economic Development Team Overview
2. Human Resource update
3. Project Status Reports
   3.1 Brand Development Program
   3.2 Promotional DVD
   3.3 Tourism Forum
4. Information items
   4.1 Film Permit Issued to Penguin Empire
   4.2 Rockingham Economic Development Advisory Committee (REDAC)
   4.3 Economy ID
   4.4 South Coast Business Development Office
   4.5 Defence Housing Package

Strategic Development
1. Strategic Development Team Overview
2. Human Resource update
3. Project Status Reports
   3.1 Development of a Community Plan
   3.2 Marketing of the Community Plan
4. Information items
   4.1 Establishing linkages between the Community Plan, the Corporate Plan, Specific Purpose Plans and Team Plans
   4.2 Measuring the implementation of the Community Plan
   4.3 2010 Customer Satisfaction Survey
   4.4 Co-ordination the development of a 10 year infrastructure plan
4.5 Co-ordinating the development and implementation of a Developer Contribution Scheme
4.6 Operational Team Plans
4.7 New Ideas Incentive Scheme

**Committee Recommendation:**
That Councillors acknowledge having read the Corporate and Executive Services Information Bulletin – October 2010 and the contents be accepted.

**Committee Voting – 4/0**

### Engineering & Parks Services Information Bulletin - October 2010

#### Engineering Services
1. Engineering and Parks Services Team Overview
2. Human Resource update
3. Project Status Reports
   - 3.1 2010/11 Footpath Construction and Replacement
   - 3.2 Mundijong Road Extension (AusLink Funded)
   - 3.3 Woodbridge Second Access
4. Information items

#### Capital Projects
1. Engineering and Parks Services Team Overview
2. Human Resource update
3. Project Status Reports
   - 3.1 Palm Beach Underground Power Project
   - 3.2 Proposed Shoalwater Underground Power Project
   - 3.3 2010/11 Public Area Lighting & Arterial Lighting
   - 3.4 Bent Street Boat Ramp Access
   - 3.5 Palm Beach Jetty
   - 3.6 Peron Boat Launching Facility
   - 3.7 Port Kennedy Boat Ramp
   - 3.8 Val Street Jetty - Maintenance
   - 3.9 Waikiki Foreshore Protection Works - RLGIP
   - 3.10 Point Peron Boating Facility Replacement of Existing Boat Ramps - RLGIP
   - 3.11 Settlers Hill Oval Change Rooms - RLGIP
   - 3.12 Mike Barnett Sports Complex Refurbishment, Roof Replacement - RLGIP
   - 3.13 Mike Barnett Sports Complex Indoor Courts Resurfacing
   - 3.14 Baldivis Hall/Recreation Centre Refurbishment - RLGIP
   - 3.15 Georgetown Reserve – Facility Upgrade - RLGIP
   - 3.16 Careeba Reserve – Facility Upgrade - RLGIP
   - 3.17 Shoalwater Recreation Reserve – Facility Upgrade - RLGIP
   - 3.18 Lark Hill Wind Turbine
   - 3.19 Waste Education Centre at Millar Road Landfill Facility
   - 3.20 Rockingham Cemetery Self Cleaning Unisex Toilet
   - 3.21 Settlers Hills Oval – Cricket Nets
4. Information items

#### Engineering Operations
1. Engineering and Parks Services Team Overview
2. Human Resource update
3. Project Status Reports
   - 3.1 Road Construction Program Roads to Recovery
3.2 Road Construction Program Main Roads Direct Grant
3.3 Road Construction Program Main Roads Grant
3.4 Road Construction Program Federal Black Spot
3.5 Road Construction Program State Black Spot
3.6 Road Construction Program Municipal Works
3.7 Underpass upgrade Municipal Works
3.8 Road Resurfacing Municipal Works
3.9 Road Maintenance Program

4. Information items

Waste Services
1. Engineering and Parks Services Team Overview
2. Human Resource update
3. Project Status Reports
4. Information items
   4.1 Waste Kerbside Collection
   4.2 240 Litre Bin Service
   4.3 Kerbside Recycling Statistics
   4.4 Destroyed and Stolen Refuse Bins (Domestic only)
   4.5 Landfill Statistics
   4.6 School/Education
   4.7 Power Station

Asset Management
1. Engineering and Parks Services Team Overview
2. Human Resource update
3. Project Status Reports
   3.1 Annual Playground Safety/Condition Audit
4. Information items
   4.1 Asset Management Improvement Strategy
   4.2 Asset Management Systems
   4.3 Lease Management

Building Maintenance
1. Engineering and Parks Services Team Overview
2. Human Resource update
3. Project Status Reports
   3.1 Old Singleton Hall Renovations
   3.2 Mechanical Services Maintenance Contract Tender
4. Information items
   4.1 Building Maintenance

Committee Recommendation:
That Councillors acknowledge having read the Engineering and Parks Services Information Bulletin – October 2010 and the contents be accepted.

Committee Voting – 4/0

12. Agenda items
## Purpose of Report

To seek Council's approval to grant a rating exemption to Foundation Housing Ltd.

## Background

Correspondence has been received from Foundation Housing seeking rating exemption on properties they lease that are used to assist people living with disabilities.
### 3. Details

The following documents have been received from Foundation Housing Ltd:

1) Endorsement as a deductible gift recipient
2) Certificate of Registration as a company
3) Charitable Collections licence
4) Constitution of Foundation Housing Ltd

### 4. Implications to consider

<table>
<thead>
<tr>
<th>Implication</th>
<th>Consideration</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Consultation with the Community</td>
<td>Nil</td>
</tr>
<tr>
<td>b. Consultation with Government agencies</td>
<td>Nil</td>
</tr>
<tr>
<td>c. Strategic</td>
<td>Nil</td>
</tr>
<tr>
<td>d. Policy</td>
<td>Nil</td>
</tr>
<tr>
<td>e. Financial</td>
<td>The total rates levied for the 2010/11 financial year are $1,337.28, and will need to be written off if council approves the rating exemption.</td>
</tr>
<tr>
<td>f. Legal and Statutory</td>
<td>Under Section 6.26(2)(g) of the Local Government Act 1995 land used exclusively for charitable purposes is not rateable land.</td>
</tr>
</tbody>
</table>

### 5. Comments

The information supplied by Foundation Housing LTD satisfies the requirements of Section 6.26 (2)(g) of the Local Government Act 1995 in that the property is being used exclusively for charitable purposes.

### 6. Voting requirements

Simple Majority

### 7. Officer recommendation

That Council:

1. **AMEND** the rate book to record that the following properties leased by Foundation Housing Ltd,
   
   a. 21 Kinsale Bend, Port Kennedy (Assessment No 345587)
   
   b. 24/4 Marlo Place, Waikiki (Assessment No 111651)

   are non rateable pursuant to Section 6.26 (2)(g) of the Local Government Act 1995 effective from July 2010.

2. **WRITE OFF** rates totalling $1,337.28 for the 2010/11 financial year as follows:
   
   a. $738.28 on 21 Kinsale Bend, Port Kennedy (Assessment No 345587)
   
   b. $599.00 on 24/4 Marlo Place, Waikiki (Assessment No 111651)
8. **Committee recommendation**

That Council:

1. **AMEND** the rate book to record that the following properties leased by Foundation Housing Ltd,
   a. 21 Kinsale Bend, Port Kennedy (Assessment No 345587)
   b. 24/4 Marlo Place, Waikiki (Assessment No 111651)

   are non rateable pursuant to Section 6.26 (2)(g) of the Local Government Act 1995 effective from July 2010.

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   a. $738.28 on 21 Kinsale Bend, Port Kennedy (Assessment No 345587)
   b. $599.00 on 24/4 Marlo Place, Waikiki (Assessment No 111651)

Committee Voting – 4/0

9. **The Committee’s reason for varying the officer’s recommendation**

Not applicable.

10. **Implications of the changes to the officer’s recommendation**

Not applicable.
## 1. Purpose of Report

To present a list of payments made under Delegated Authority for confirmation of Council.

## 2. Background

Nil

## 3. Details

Nil

## 4. Implications to consider

### a. Consultation with the Community

N/A
b. Consultation with Government agencies
   N/A

c. Strategic
   Nil

d. Policy
   Nil

e. Financial
   Nil

f. Legal and Statutory
   Regulation 13 (1) & (3) of the Local Government (Financial Management) Regulations 1996 requires a list of payments made under Delegated Authority to be prepared each month and presented to the Council at the next ordinary meeting of Council.

5. Comments
   Nil

6. Voting requirements
   Simple Majority.

7. Officer recommendation
   That Council RECEIVE the attached Schedule of Payments, Direct Debits and Recoup Vouchers for September 2010 totalling $10,768,615.24, paid under Delegated Authority, for information.

8. Committee recommendation
   That Council RECEIVE the attached Schedule of Payments, Direct Debits and Recoup Vouchers for September 2010 totalling $10,768,615.24, paid under Delegated Authority, for information.

   Committee Voting – 4/0

9. The Committee’s reason for varying the officer’s recommendation
   Not applicable.

10. Implications of the changes to the officer’s recommendation
    Not applicable.
Executive Services

Corporate and Engineering Services

Reference no & Subject: ES-001/10 Ordinary Local Government Elections 2011 and Extraordinary Elections and Polls

File no: Gov/10-02
Proponent/s: City of Rockingham
Author: Mr Ned Fimmano, Manager Executive Services
Other contributors:
Date of Committee meeting: 19 October 2010
Previously before Council: 
Disclosure of interest: 
Nature of Council’s role in this matter: Executive Function

Site: 
Lot area: 
Attachments: 
Maps/diagrams: 

1. Purpose of Report

Council consideration of appointing the Electoral Commissioner to:

1. Conduct the ordinary local government election in the City of Rockingham in October 2011, together with any other elections or polls that may also be required.

2. Conduct such ordinary local government election as a postal election and other elections or polls as postal elections or postal polls.
2. **Background**

The Electoral Commission has conducted Council’s elections as postal elections since May 1999. The last time that in person voting was held in the City of Rockingham was in 1997 when the voter percentage turnout was 13.7%. Using postal elections, the voter participation in 1999 was 38.3%, in 2001 it was 36.4%, in 2003 it was 32.1%, in 2005 it was 33.8%, in 2007 it was 34.5% and in 2009 it was 33.6%.

3. **Details**

The next ordinary local government elections are due in October 2011. In order for the Electoral Commission to commence planning for the October 2011 local government elections, it has requested that Council resolve to appoint the Electoral Commissioner to conduct the election, together with any other elections or polls required, and for the Electoral Commissioner to conduct the election as a postal election and any other elections or polls required as postal elections or postal polls.

The other elections required are extraordinary elections created by the resignation of councillors mid term that can be held in conjunction with the ordinary election or polls that Council may decide to hold at the same time as the ordinary election.

4. **Implications to consider**

a. **Consultation with the Community**
   
   Nil

b. **Consultation with Government agencies**
   
   Liaison with the Western Australian Electoral Commission will be ongoing leading up to the election in October 2011.

c. **Strategic**
   
   In accordance with Council’s Strategic Plan - Organisational Performance – Corporate Governance.

d. **Policy**
   
   Nil

e. **Financial**
   
   The Electoral Commissioner has advised that the cost of conducting the 2011 ordinary local government elections in the City of Rockingham is $142,000 including GST. The appropriate allocation will be made in the 2011/12 budget.

f. **Legal and Statutory**
   
   In accordance with the Local Government Act 1995 – S4.20(4) and S4.61(1) and (2) – Appointment of Returning Officer and Choice of Method of Conducting Election.

5. **Comments**

The Western Australian Electoral Commission has conducted the City of Rockingham Elections since 1999, which has resulted in an increase in the voter turnout.

It is recommended that Council again appoint the Electoral Commission to conduct the City of Rockingham Election in 2011.

6. **Voting requirements**

Absolute Majority
7. **Officer recommendation**

That Council:

1. **DECLARE**, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner responsible for the conduct of the ordinary local government election to be held in the City of Rockingham in October 2011, together with any other elections or polls that may also be required.

2. **CONDUCT**, in accordance with section 4.61(2) of the Local Government Act 1995, the ordinary local government election to be held in the City of Rockingham in October 2011 as a postal election, together with any other elections or polls that may also be required as postal elections or postal polls.

8. **Committee recommendation**

That Council:

1. **DECLARE**, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner responsible for the conduct of the ordinary local government election to be held in the City of Rockingham in October 2011, together with any other elections or polls that may also be required.

2. **CONDUCT**, in accordance with section 4.61(2) of the Local Government Act 1995, the ordinary local government election to be held in the City of Rockingham in October 2011 as a postal election, together with any other elections or polls that may also be required as postal elections or postal polls.

Committee Voting - 4/0

9. **The Committee’s reason for varying the officer’s recommendation**

Not applicable.

10. **Implications of the changes to the officer’s recommendation**

Not applicable.
1. **Receipt of Minutes**

That Council receive the minutes of the Local Emergency Management Committee meeting held on 20 September 2010.

2. **Recommendations to Standing Committee**

2.1 **Recommendation 1: Local Emergency Management Arrangements & Recovery Plan**

The Local Emergency Management Advisory Committee has recommended that Council endorse and submit the Local Emergency Management Arrangements and Recovery Plan to the District Emergency Management Committee for comment and endorsement.

Following comments and endorsements from the District Emergency Management Committee the Local Emergency Management Arrangements and Recovery Plan then be submitted to Council for adoption.
Advisory Committee recommendation:
That Council:

1. **ENDORSE** and **SUBMIT** the Local Emergency Management Arrangements for the City of Rockingham to the District Emergency Management Committee (DEMC) for comment and endorsement.

2. Upon endorsement by the DEMC, the Local Emergency Management Arrangements be **SUBMITTED** to Council for adoption.

Implications to consider

a. **Strategic**

b. **Policy**
   There are no policy implications.

c. **Financial**
   There are no financial implications.

d. **Legal and Statutory**
   In accordance with S.41 of the Emergency Management Act 2005 – Preparation of Local Emergency Management Arrangements.

e. **Voting requirements**
   Simple Majority

Officer comments & recommendation if different to Committee recommendation

Nil

5. **Committee recommendation**

That Council:

1. **RECEIVE** the minutes of the Local Emergency Management Committee meeting held on 20 September 2010.

2. **ENDORSE** and **SUBMIT** the Local Emergency Management Arrangements for the City of Rockingham to the District Emergency Management Committee (DEMC) for comment and endorsement.

2. Upon endorsement by the DEMC, the Local Emergency Management Arrangements be **SUBMITTED** to Council for adoption.

   Committee Voting – 4/0

6. **The Committee’s reason for varying the officer’s recommendation**

Not applicable.

7. **Implications of the changes to the officer’s recommendation**

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

This report provides information to Council and seeks a formal position regarding permanent retail trading on Sundays and public holidays.

2. **Background**

Western Australia has legislation that provides restrictions on retail trading hours. Under the provisions of this legislation the District of Rockingham (everything within the municipal boundaries) is classified as Holiday Resort. Given this classification, any retail entity within the Rockingham District is entitled to operate until 9pm weeknights any time of year and to trade on Sundays during school holiday periods.
In 2005 the Western Australian Government held a statewide referendum seeking public opinion on extended trading hours. The public was asked two questions in relation to extended retail trading; firstly questioning support or otherwise for weeknight trading until 9pm and Sunday trading. The results of the referendum on both questions was no.

Since that time further public discussions have continued in relation to extended retail trading hours. Recently the State Government announced the intention to change legislation to allow extended trading in certain precincts.

3. Details

The District of Rockingham is classified as a Holiday Resort which restricts Sunday trading, public holiday trading and week night trading to school holiday periods only.

The State Government has the ability to create ‘Special Trading Precincts’ which would allow retailers in those precincts to operate all year from:

<table>
<thead>
<tr>
<th>Time</th>
<th>Days</th>
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<tbody>
<tr>
<td>8am – 9pm</td>
<td>Weekdays</td>
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<tr>
<td>8am – 5pm</td>
<td>Saturdays</td>
</tr>
<tr>
<td>11am – 5pm</td>
<td>Sunday</td>
</tr>
<tr>
<td>8am – 5pm</td>
<td>Public Holidays</td>
</tr>
</tbody>
</table>

(other than Christmas Day, New Years Day (for the first year only), Anzac Day and Good Friday).

Currently areas within the local governments of Perth, Fremantle and Joondalup are classified as Special Trader Precinct. Areas within Midland and Armadale will be classified as Special Trader Precincts from 1 November 2010.

In summary, the difference between “Holiday Resort” status and “Special Trader Precinct” status is that under the “Special Trader Precinct” status permanent Sunday trading can occur all year rather than just during school holidays.

As of the 1 November 2010, due to changes in legislation, Rockingham retailers will be entitled to trade on all week nights until 9pm. Restrictions on Sunday and Public Holiday trading will continue in accordance with Holiday Resort classification.

4. Implications to consider

a. Consultation with the Community

In an effort to gauge community perception on permanent Sunday trading, the City advertised for feedback over a 42-day consultation period.

Data was gathered in three ways:

- Tear-off section from the full page advertisement that appeared in the two local newspapers (Sound Telegraph on 18 August and 15 September 2010, and Weekend Courier on 20 August and 17 September 2010),
- Email response (via the link on the City’s website and email address listed in the advertisement),
- Online survey product.

Respondents were requested to provide a yes/no response with a reason for their selection.

b. Consultation with Government agencies

Verbal discussion has occurred with various State Government officers to confirm information.

c. Strategic

In accordance with Council Strategic Plan - Economic Development Strategy 2 – Increase the City’s competitiveness in attracting investment, business growth, tourism, education and employment.
d. Policy
Nil

e. Financial
Nil

f. Legal and Statutory
The decision to grant permanent Sunday trading to the District of Rockingham rests with the Minister for Commerce in accordance with the Retail Trading Act (1987). The City of Rockingham has no statutory role in this matter but may request for precinct status changes. Should the City of Rockingham decide to support extended trading hours on Sundays and public holidays beyond those provided under its Resort Holiday classification, the minister is likely to ask for evidence of consultation demonstrate community support to the proposal.

5. Comments
The City has been requested by various individuals and organisations to both support and not support permanent Sunday trading within the city’s municipal boundaries. Arguments exist both for and against permanent Sunday trading with both carrying merit.

The ‘Yes’ Argument
There are several points for the ‘Yes’ argument. They include:

- Choice and Convenience for Shoppers - allowing the community to have greater benefits of choice and be able to shop when and at what time they choose. In the consultation responses some consumers gave reasons for their support which were personal in nature (e.g. given that family members have to work or have sporting commitments on Saturdays, the option of Sunday shopping will provide more choice and convenience).
- Creation of More Employment Opportunities - the retail sector provides for part-time and casual employment and greater opportunities will exist for those seeking this form of employment.
- Make Rockingham More Attractive to Tourists - This improves the local economy and will also improve employment opportunities outside of the retail sector. Some evidence exists from other states of Australia showing that extended shopping hours has increased economic activity.

Other arguments include a stronger economy, a fairer marketplace and a community benefit. There is also a perception that Rockingham will have a competitive disadvantage if other areas are allowed to trade and Rockingham is not.

The ‘No’ Argument
There are several reasons for the ‘No’ argument. They include:

- A belief that WA already has more retail competition and choice than any other state.
- It will affect the closure of WA-owned businesses -ie. the profits will flow out of WA, there will be an increase in market dominance by big corporate retailers, general job losses and a decrease in working conditions.
- Loss of a sense of community
- Loss of family and leisure time
- Loss of regional employment and damage to regional economies.

In general small business supports the ‘No’ argument.

From the to community consultation process conducted by Council, data was gathered for analysis. Eight sample code categories were established.

The results indicated 84% of respondents were in favour of permanent Sunday trading with 55% of these stating “convenience” as the primary reason.
Of the 16% against permanent Sunday trading, 32% cited “family” as a reason for not supporting. In considering this data Council needs to be mindful that the population was not randomly sampled. The results relied on mass distribution thus may only represent the views of those who were motivated enough to respond. No economic research has been undertaken.

**TOTAL RESPONDENTS**

<table>
<thead>
<tr>
<th>Category</th>
<th>Don't support retail trading on Sunday</th>
<th>Support retail trading on Sunday</th>
<th>Grand Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Choice</td>
<td>64</td>
<td>64</td>
<td>64</td>
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<tr>
<td>Convenience</td>
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<td>256</td>
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<tr>
<td>Economy/Job Creation</td>
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<td>62</td>
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<td>Family</td>
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<td>56</td>
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</tr>
<tr>
<td>Grand Total</td>
<td>85</td>
<td>467</td>
<td>552</td>
</tr>
</tbody>
</table>

**CATEGORY RESPONSE FOR THOSE NOT IN FAVOUR**

<table>
<thead>
<tr>
<th>Category</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family</td>
<td>32%</td>
</tr>
<tr>
<td>Religion</td>
<td>7%</td>
</tr>
<tr>
<td>Business/Job Loss</td>
<td>22%</td>
</tr>
<tr>
<td>Unnecessary</td>
<td>29%</td>
</tr>
<tr>
<td>No Comment</td>
<td>9%</td>
</tr>
<tr>
<td>Grand Total</td>
<td>100%</td>
</tr>
</tbody>
</table>

**CATEGORY RESPONSE FOR THOSE IN FAVOUR**

<table>
<thead>
<tr>
<th>Category</th>
<th>%</th>
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<tbody>
<tr>
<td>Choice</td>
<td>14%</td>
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<tr>
<td>Convenience</td>
<td>55%</td>
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<td>Economy/Job Creation</td>
<td>13%</td>
</tr>
<tr>
<td>Family</td>
<td>3%</td>
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<tr>
<td>Tourism</td>
<td>3%</td>
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<tr>
<td>No Comment</td>
<td>12%</td>
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<tr>
<td>Grand Total</td>
<td>100%</td>
</tr>
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</table>
In this instance the final decision of permanent Sunday and public holiday trading rests with the State Minister for Commerce in accordance with the Retail Traders’ Act (1987) and while the City of Rockingham may write expressing support or otherwise, final authority lies with the Minister.

Should Council choose not to support permanent Sunday and public holiday trading, all existing retail conditions will remain in accordance with the “Holiday Resort” status Rockingham currently enjoys.

6. Voting requirements

Normal

7. Officer recommendation

That Council __________________ (SUPPORTS/OPPOSES) permanent Sunday and public holiday trading for the district of Rockingham.

8. Committee recommendation

That Council __________________ (SUPPORTS/OPPOSES) permanent Sunday and public holiday trading for the district of Rockingham.

Committee Voting – 4/0

9. The Committee’s reason for varying the officer’s recommendation

Not applicable.

10. Implications of the changes to the officer’s recommendation

Not applicable.
## Corporate & Engineering Services
### Occasional & Advisory Committee Minutes
#### Economic Development Services

<table>
<thead>
<tr>
<th>Reference no &amp; Subject:</th>
<th>ED 002/10 Global Friendship Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>File no:</td>
<td>ECD/1-04</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Global Friendship Committee</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Cadell Buss, Manager Economic Development</td>
</tr>
<tr>
<td>Other contributors:</td>
<td>Nil</td>
</tr>
<tr>
<td>Date of Committee meeting:</td>
<td>19 October 2010</td>
</tr>
<tr>
<td>Terms of Reference:</td>
<td>To coordinate the Sister City relationship and related issues.</td>
</tr>
<tr>
<td>Composition:</td>
<td>3 Councillors, 6 Committee Members</td>
</tr>
<tr>
<td></td>
<td>Executive Support – Economic Development Team</td>
</tr>
<tr>
<td>Disclosure of interest:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Nature of Council’s role in this matter:</td>
<td></td>
</tr>
<tr>
<td>Attachments:</td>
<td>Minutes of the Global Friendship Committee Meeting held on 16 September 2010.</td>
</tr>
<tr>
<td>Maps/diagrams:</td>
<td>Nil</td>
</tr>
</tbody>
</table>

## 1. Receipt of Minutes

That Council receive the minutes of the Global Friendship Committee meeting held on 16 September 2010 for information.

## 2. Recommendations to Standing Committee

There are no recommendations arising from the Global Friendship Committee Meeting.
1. **Purpose of Report**

To obtain Council's endorsement for:
- The adoption of the first draft Community Plan
- The Draft Community Plan to be sent out to the community for public comment

2. **Background**

The process for the development of a City of Rockingham Community Plan was endorsed by Council on 25 May 2010 (see Figure 1).

The key success factor for the Community Plan development process was seen as the participation of the local public. This was done through a series of workshops that were facilitated by a professional facilitator, Michael Smith from Blackhouse Consulting.
The workshops have been a success and community participants appreciated the fact that their inputs were valued and that they were part of the process. Outcomes from the workshops varied, depending on the age distribution at any given workshop. In spite of the variation that was seen with the workshop outcomes, there have been some key themes that were discussed at all 5 workshops. These issues included (among other issues) aspects such as Community Safety, Tourism, Image of the City, Community Life, Environment, Public Transport etc.

**Figure 1: Strategic Framework**

![Strategic Framework](image)

The inputs collected from the individual workshops were collated and discussed at a Councillors workshop. A representative from each community workshop was also present at this workshop to represent the outcomes from the workshop that he/she participated in.

The Key problems and Key opportunities that were discussed at the Councillors workshop were prioritised by participants (see Figure 2 and Figure 3).

All outputs from the workshops were considered during the development of a draft Community Plan for the City.

The detail of this report focuses on two elements:

- First Draft City of Rockingham Community Plan
- Listing the Specific Purpose Plans required to meet the Key Focus Areas and Key Activity Areas represented in the Draft Community Plan
3. **Details**

1. **First Draft City of Rockingham Community Plan**

Below is the wording proposed for the first draft City of Rockingham Community Plan. Each identified Key Focus Area is underpinned by four Key Activity Areas. It is proposed that this first draft Community Plan be made available to workshop participants, staff and the wider community for comments.

**City of Rockingham Community Plan**

**Our Community’s vision for the future**

In 2030 the City of Rockingham;

Will be recognised and admired as a contemporary and vibrant regional destination, renowned for its thriving City Centre and Waterfront Village, natural beauty and world class beaches.

Will enjoy a safe, relaxed and friendly coastal lifestyle, underpinned by a diverse range of community facilities, services and cultural activities all linked with a world class public transport system.

Will prosper from significant investment and employment opportunities, created by a diverse and robust economic base including retail, service, tourism, education, defence, horticulture and light and heavy industrial activity.
Will acknowledge that the climate is changing and continue to reduce its carbon footprint and the
generation of waste, and manage and use its land and marine environments in a manner that
preserves them for future generations.

Will be home to a proud, welcoming and inclusive community that understands, respects and
preserves its unique sense of purpose and place.

**Key Focus Areas**

**Community**
- An involved and engaged community enjoying a lifestyle that caters for all residents,
  including those with specific or special needs
- A safe community where residents feel secure, relaxed and comfortable within their home,
  work and social environments
- A vibrant community, enjoying access to a wide range of educational, cultural and artistic
  activities and a wide range of other social opportunities.
- A healthy community engaging in positive and rewarding lifestyles with access to a range of
  passive and active recreational and personal development opportunities.

**Infrastructure and Services**
- Civic buildings, public places and transport infrastructure of contemporary design,
  constructed and maintained using best practice principles.
- Community facilities and services delivered in a timely manner, able to meet expectations
  and serve new and growing neighbourhoods.
- Community facilities and services that are well utilised, accessible and cost effective, and
  where appropriate, multi-functional.
- Transport systems that facilitate better use of public transport and promote non-car
  alternatives.

**Environment and Land Use**
- Planning systems, infrastructure standards and community awareness programs that serve
  to acknowledge and mitigate the impacts of climate change.
- Coastal and bushland reserves that are well utilised and managed in a way that will
  preserve them for future generations to enjoy.
- Planning for population growth to ensure that future development and land-uses contribute
  to a sustainable city that provides for a genuinely desirable lifestyle.
- Carbon footprint reduction and waste minimisation programs centred upon public
  awareness and the use of new technologies.

**Civic Leadership**
- A community that is welcoming and desirable in the eyes of residents and non-residents
  alike.
- Economic development opportunities that make visiting, living, working and investing in the
  City of Rockingham an attractive proposition.
- Governance systems that ensure decision making and resource allocation is accountable,
  participative and legally and ethically compliant.
- A Council who 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.
2. **Specific Purpose Plans and Activities required to meet the Key Focus Areas and Key Activity Areas represented in the Draft Community Plan (for information purposes only)**

Various Specific Purpose Plans and Activities will be addressing each of the Key Focus Areas and their respective Key Activity Areas. These are represented in the Table below. As part of the process of actioning the Community Plan, it is proposed that the Specific Plans and Activities identified should be updated / developed by the responsible parties. A strong link will also be enforced between the Specific Purpose Plans / Activities and the Team Plans which are currently in the process of being updated.

The Specific Purpose Plans / Activity Items listed in the tables below are for information purposes only and will be refined and updated by means of further analysis.

### Key Focus Areas

#### Community
- An involved and engaged community enjoying a lifestyle that caters for all residents, including those with specific or special needs
- A safe community where residents feel secure, relaxed and comfortable within their home, work and social environments
- A vibrant community, enjoying access to a wide range of educational, cultural and artistic activities and a wide range of other social opportunities.
- A healthy community engaging in positive and rewarding lifestyles with access to a range of passive and active recreational and personal development opportunities.

<table>
<thead>
<tr>
<th>Key Focus Activities that support the Key Focus Area</th>
<th>Specific Purpose Plans / Activities Currently in place to support</th>
<th>Specific Purpose Plans / Activities that require update</th>
<th>New Specific Purpose Plans / Activities that need to be developed</th>
</tr>
</thead>
</table>
| An involved and engaged community enjoying a lifestyle that caters for all residents, including those with specific or special needs | - Active Ageing Strategy
- Homelessness Strategy
- Youth Services
- Out of School Hours Care
- Autumn Centre
- Child Care Centre
- Challenger Court, Challenger Lodge, bert England Lodge
- Local Planning Strategy
  - Strategy Consultation
  - Health Promotion | - Youth Strategy / Plan
- Community Capacity Building Strategy
- Health & Well Being Plan
  - Primary Health Care
  - Mental Health
- Pedestrian Access Way Plan – identify opportunities to improve amenity, safety and maintenance
- Disability Access & Inclusion Plan (Needs to be updated in 2011) | - Early Years Strategy
- Reconciliation Action Plan
- Culturally and Linguistically Diverse Plan
- Community Support Services Strategy
- Affordable Housing Strategy
- Bus Stop Plan – undertake audit of bus stops throughout the City to develop a prioritised list of bus stops to be upgraded so that they meet universal design standards |
<table>
<thead>
<tr>
<th>SAFETY</th>
<th>Learning City Strategy</th>
<th>Developers Contribution Scheme</th>
</tr>
</thead>
<tbody>
<tr>
<td>A safe community where residents feel secure, relaxed and comfortable within their home, work and social environments</td>
<td>Community Safety Plan</td>
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<tr>
<td>A vibrant community, enjoying access to a wide range of educational, cultural and artistic activities and a wide range of other social opportunities.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>o Act Belong Commit</td>
<td>o Health promotion</td>
<td>o Learning City Strategy</td>
</tr>
<tr>
<td>o Initiatives: Nutrition; Physical Activity; Smoking</td>
<td>o Act Belong Commit</td>
<td>o Developer Contribution Scheme</td>
</tr>
<tr>
<td>o Town Planning Scheme</td>
<td>o City Centre</td>
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<tr>
<td>o Statutory Consultation</td>
<td>o Centre Plan</td>
<td></td>
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<tr>
<td>o State of Environment</td>
<td>o Centre Plan</td>
<td></td>
</tr>
<tr>
<td>o Strategy Consultation</td>
<td>Implementation</td>
<td></td>
</tr>
<tr>
<td>o Pedestrian Access Way Plan - identify and categorise PAW's</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
CULTURE, ARTS & EDUCATION

- Masterplanning
- Public Spaces

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

HEALTH & RECREATION

- Health & Wellbeing Plan
- Out of School Hours Care Program
- Travel Smart
- Health promotion
  - Act Belong Commit
  - Physical Activity eg. Draw the Line, Calico, Dog Walking
  - Nutrition eg. FoodCents, Draw the Line
- Public Health
  - FoodSafe
  - Mosquito Control
  - Ocean Water Sampling
- Master Plan Communities
  - Structure Plans
  - Liveable Neighbourhoods Design
- Youth Development Plan
- Community Capacity Building Strategy
- Community Cultural & Arts Development Strategy

Infrastructure and Services

- Civic buildings, public places and transport infrastructure of contemporary design, constructed and maintained using best practice principles.
- Community facilities and services delivered in a timely manner, able to meet expectations and serve new and growing neighbourhoods.
- Community facilities and services that are well utilised, accessible and cost effective, and where appropriate, multi-functional.
- Transport systems that facilitate better use of public transport and promote non-car alternatives.
## Key Focus Activities that support the Key Focus Area

<table>
<thead>
<tr>
<th>Specific Purpose Plans / Activities Currently in place to support</th>
<th>Specific Purpose Plans / Activities that require update</th>
<th>New Specific Purpose Plans / Activities that need to be developed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civic buildings, public places and transport infrastructure of contemporary design, constructed and maintained using best practice principles.</td>
<td>○ Coastal Development</td>
<td>○ Car Parking Management Strategy (preparation of car parking strategy for city centre, Rockingham Beach and other key activity centres)</td>
</tr>
<tr>
<td>INFRASTRUCTURE CONSTRUCTION &amp; MAINTENANCE</td>
<td>○ Kent Street Community Arts Centre Business Plan &amp; Concept Plan</td>
<td>○ Sanitary Inspection</td>
</tr>
<tr>
<td></td>
<td>○ Baldivis District Library and Community Centre Feasibility Study, Business Plan &amp; Concept Plan</td>
<td></td>
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<tr>
<td></td>
<td>○ Golden Bay and Baldivis Skate Parks Concept Plan &amp; Management Plan</td>
<td></td>
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<td></td>
<td>○ Baldivis Primary School Heritage Impact Statement</td>
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<td>○ City Centre</td>
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<td></td>
<td>○ Transit Orientated Development</td>
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<td></td>
<td>○ City Centre Transport System (incl Light Rail)</td>
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<td></td>
<td>○ Masterplanning</td>
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<td></td>
<td>○ Public Spaces</td>
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<td></td>
<td>○ Local Planning Strategy</td>
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<td></td>
<td>○ Activity Centre</td>
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<td></td>
<td>○ Traffic &amp; Transport</td>
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<td></td>
<td>○ Master Plan communities</td>
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<td></td>
<td>○ Liveable Neighbourhoods Design</td>
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<td></td>
<td>○ Town Centre Design</td>
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<td></td>
<td>○ Structure Plans</td>
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<tr>
<td></td>
<td>○ Community Based Approach to LATM – community input into</td>
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<tr>
<td>Community facilities and services delivered in a timely manner, able to meet expectations and serve new and growing neighbourhoods.</td>
<td>Community facilities and services that are well utilised, accessible and cost effective, and where appropriate, multi-functional.</td>
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<tr>
<td><strong>INFRASTRUCTURE PLANNING</strong></td>
<td><strong>INFRASTRUCTURE PLANNING</strong></td>
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<tr>
<td>both built and non-built solutions are considered</td>
<td>both built and non-built solutions are considered</td>
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<td>o Coastal Development</td>
<td>o Coastal Development</td>
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<tr>
<td>o Stormwater Drainage Plan to reduce contaminants in Cockburn Sound</td>
<td>o Stormwater Drainage Plan to reduce contaminants in Cockburn Sound</td>
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<td>o Ocean Water Sampling</td>
<td>o Ocean Water Sampling</td>
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<td>o Industrial Audits</td>
<td>o Industrial Audits</td>
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<td>o Contemporary and Performing Arts Centre Feasibility Study</td>
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<td>o Trails Master Plan</td>
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<td>o Lark Hill Stage Two Feasibility Study</td>
<td>o Lark Hill Stage Two Feasibility Study</td>
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<td>o Aqua Jetty Stage Two Feasibility Study</td>
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<td>o Challenger Precinct Master Plan</td>
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<td>o Active Ageing Strategy</td>
<td>o Active Ageing Strategy</td>
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<td>o Master Plan Communities</td>
<td>o Master Plan Communities</td>
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<td>o Liveable Neighbourhoods Design</td>
<td>o Liveable Neighbourhoods Design</td>
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<td>o Structure Plans</td>
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<td>o Public Health</td>
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<td>o Food Surveillance Programme</td>
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<td>o Aquatic Centre water sampling</td>
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<td>o Public Buildings</td>
<td>o Public Buildings</td>
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<td>o Community Capacity Building Strategy</td>
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<td>o Library and Information Services Strategic Plan</td>
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<td>o Community Infrastructure Plan</td>
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<td>o Lawrie Stanford Reserve Master Plan</td>
<td>o Lawrie Stanford Reserve Master Plan</td>
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<td>o Secret Harbour Surf Life Saving Club Redevelopment Feasibility Study</td>
<td>o Secret Harbour Surf Life Saving Club Redevelopment Feasibility Study</td>
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<tr>
<td>o Public Open Space Strategy</td>
<td>o Public Open Space Strategy</td>
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<tr>
<td>o Community Purpose Site Policy &amp; Strategy</td>
<td>o Community Purpose Site Policy &amp; Strategy</td>
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</tr>
<tr>
<td>o Rockingham Aquatic Facilities Provision Strategy</td>
<td>o Rockingham Aquatic Facilities Provision Strategy</td>
<td></td>
</tr>
<tr>
<td>o Developer Contribution Scheme</td>
<td>o Developer Contribution Scheme</td>
<td></td>
</tr>
</tbody>
</table>
### FACILITIES & SERVICES

- Master Plan Communities
  - Liveable Neighbourhoods Design
  - Structure Plans

### ALTERNATIVE TRANSPORT SYSTEMS

- Community Transport Strategy (for transport disadvantaged)
- Trails Master Plan
- City Centre
  - Transit Orientated Development
  - City Centre Transport System (inc Light Rail)
- Town Planning Scheme
  - Cycle Policy
- Master Plan Communities
  - Liveable Neighbourhoods Design
  - Structure Plans
- Local Planning Strategy
  - Traffic & Transport
  - Walking & WayFinding Project
  - Rockingham Bike Plan 2007
  - Pedestrian Access Way Plan
  - Rockingham & Warnbro Station Access 2004
  - Rockingham City centre Transit System Promotion
  - Travelling together
  - Integrated Regional Travel Plan for South West Metropolitan Perth
  - TravelSmart Workplace Plan - development of a Workplace

- Climate Change
  - Greenhouse Gas
  - Rockingham Integrated Transport Plan 2007 (RITP)
  - Pedestrian Plan (identify key pedestrian routes/facilities and areas requiring upgrade)
  - Station Access - review plan and what actions have and have not been implemented
  - RCCTS Promotion - review plan to assess success of RCCTS use not only by those arriving in Rockingham by train but also those who arrive by car and wish to move around the City between foreshore and City centre

- Optimising Bus use
  - Local off peak Bus Services Plan
  - Green Travel Choices
  - Accessible Buses
Environment and Land Use

- Planning systems, infrastructure standards and community awareness programs that serve to acknowledge and mitigate the impacts of climate change.
- Coastal and bushland reserves that are well utilised and managed in a way that will preserve them for future generations to enjoy.
- Planning for population growth to ensure that future development and land-uses contribute to a sustainable city that provides for a genuinely desirable lifestyle.
- Carbon footprint reduction and waste minimisation programs centred upon public awareness and the use of new technologies.

<table>
<thead>
<tr>
<th>Key Focus Activities that support the Key Focus Area</th>
<th>Specific Purpose Plans / Activities Currently in place to support</th>
<th>Specific Purpose Plans / Activities that require update</th>
<th>New Specific Purpose Plans / Activities that need to be developed</th>
</tr>
</thead>
</table>
| Planning systems, infrastructure standards and community awareness programs that serve to acknowledge and mitigate the impacts of climate change. **CLIMATE CHANGE** | o Town planning Scheme  
  o Zoning & Land Use Control  
  o Local Planning Strategy  
  o Housing  
  o Traffic & Transport  
  o Activity Centre  
  o Master Plan communities  
  o Liveable Neighbourhood Design  
  o Structure Plans | o Climate Change Plan  
  o Greenhouse Gas | |
| Coastal and bushland reserves that are well utilised and managed in a way that will preserve them for future generations to enjoy. | o Town Planning Scheme / Land Use  
  o Zoning & Reserves  
  o Master Plan Communities  
  o Structure Plans | o Local Biodiversity Strategy  
  o Biodiversity Grants  
  o Policy  
  o Implementation  
  o Management Plans | o Community Safety Strategy (incl. Rangers ‘policing’ use of reserves and beaches by vehicles etc.)  
  o Feral Cat/Feral Fish Control Plan  
  o Natural Area Initial Assessment |
<table>
<thead>
<tr>
<th>COASTAL &amp; BUSHLAND RESERVES</th>
<th>LAND-USE &amp; DEVELOPMENT CONTROL</th>
<th>CARBON FOOTPRINT &amp; WASTE REDUCTION</th>
</tr>
</thead>
</table>
| o Rockingham Foreshore Strategy  
  o Bushland Management  
  o Vegetation Prioritisation of City’s Bush Reserve (Ecoscape)  
  o Biodiversity Assessment of City’s Bush Reserves (Iron Bark)  
  o Trails Master Plan  
  o Rockingham Lakes Regional Park Management Plan | o Local Planning Strategy  
  o Traffic & Transport  
  o Housing Strategy  
  o Liveable Neighbourhoods |  
| (NAIA) Templates  
  o Mosquito Management Plan  
  o POS acquisition Policy and Guidelines | o Community Infrastructure Plan  
  o Community Safety and Crime Prevention Partnership Plan (CPTED) |  

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

**Civic Leadership**

- A community that is welcoming and desirable in the eyes of residents and non-residents alike.
- Economic development opportunities that make visiting, living, working and investing in the City of Rockingham an attractive proposition.
- Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.
- A Council who 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.
<table>
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<th>Specific Purpose Plans / Activities that require update</th>
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</tr>
</thead>
<tbody>
<tr>
<td>A community that is welcoming and desirable in the eyes of residents and non-residents alike. <strong>IMAGE &amp; SELF ESTEEM</strong></td>
<td>○ Rockingham Re-Branding Campaign ○ Health Promotion ▪ Act Belong Commit ▪ Nutrition Initiatives eg. FoodCents, Draw the Line ▪ Physical Activity Initiatives eg. Calico, Dog Walking ○ Public Health ▪ Event Management</td>
<td>○ Health &amp; Well Being Plan ▪ Alcohol Management ▪ Primary Health Care ▪ Mental Health</td>
<td></td>
</tr>
<tr>
<td>Economic development opportunities that make visiting, living, working and investing in the City of Rockingham an attractive proposition. <strong>ECONOMIC DEVELOPMENT</strong></td>
<td>○ Tourism Related Festival ○ Tourism Strategy ○ Investment Prospectus ○ Online forecasting Tool ○ City Centre ▪ Centre Plan Implementation ▪ Lot 80 Civic Blvd</td>
<td>○ Health &amp; Wellbeing Plan ▪ Health Professional Attraction</td>
<td></td>
</tr>
<tr>
<td>Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant. <strong>GOVERNANCE</strong></td>
<td>○ ICT Plan ○ Business Plan ▪ Asset Management Plan ▪ Infrastructure Plan ▪ Team Plans ▪ Annual Budgets ○ Employee Wellness Plan ○ Career and Succession Plan ○ Public Health Plan ▪ Local By-Laws ▪ Health Policies ○ Development &amp; Subdivision ▪ eDA (Electronic</td>
<td>○ Industrial Instruments - Enterprise Agreements ○ Training and Development Plan</td>
<td>○ Human Resource Development Strategy ○ Employer of Choice Plan</td>
</tr>
<tr>
<td>Development Applications</td>
<td></td>
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<td>• eLS (Electronic Land Submissions)</td>
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</table>

A Council who 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.

**COMMUNITY ENGAGEMENT.**

- Development, implementation and measurement of the City of Rockingham Community Plan
- Annual Customer Satisfaction Survey
4. **Implications to consider**

a. **Consultation with the Community**

Community workshop groups have assisted in establishing the Key Focus Areas and the Key Activity Areas. The endorsement of the draft Rockingham Community Plan by Council will commence the consultation process with the community. All workshop participants will be invited in writing to respond to the draft Community Plan.

The draft City Community Plan will also be made available for public comment through newspaper publication and the internet.

b. **Consultation with Government agencies**

Benchmarking was performed against a total of nine other local governments before the City of Rockingham embarked on the process of developing a City of Rockingham Community Plan.

c. **Strategic**

The City Community Plan is the principal planning document for the local government, reflecting community aspirations and priorities as determined through an extensive community consultation process. All planning and implementation for the City will be guided by the Community Plan.

d. **Policy**

None

e. **Financial**

The Strategic Development team has an amount of $15,000 budgeted for Development of the Strategic Plan and an amount of $10,000 for the Marketing of the Strategic Plan in the 2010/2011 financial year. Estimated expenditure for the project falls within these budgets.

f. **Legal and Statutory**

It is anticipated that a requirement will soon be set for all Local governments to have in place a community-based strategic process, with clear linkages to implementation.

5. **Comments**

A crucial element of the process for developing a City of Rockingham Community Plan that was endorsed by Council on 25 May, is the participation of the community. The extensive participation of the community by means of the workshops that were held, has ensured that this objective has been met.

Following the approval of the Draft Rockingham Community Plan by Council, further community participation will be encouraged by enabling community inputs into the draft Community Plan that will be made available to the public for comment.

The Strategy Co-ordination team will co-ordinate a “gap” analysis in order to ensure that ALL aspects of the community plans a sufficiently covered by Special Purpose Plans, the Asset Management Plan, Infrastructure Plan, Team Plans and other Activities

6. **Voting requirements**

Simple Majority
7. **Officer recommendation**

That Council:

1. **APPROVE** the draft City of Rockingham Community Plan as follows for the purposes of community consultation:

**City of Rockingham Community Plan**

**Our Community’s vision for the future**

In 2030 the City of Rockingham;

Will be recognised and admired as a contemporary and vibrant regional destination, renowned for its thriving City Centre and Waterfront Village, natural beauty and world class beaches.

Will enjoy a safe, relaxed and friendly coastal lifestyle, underpinned by a diverse range of community facilities, services and cultural activities all linked with a world class public transport system.

Will prosper from significant investment and employment opportunities, created by a diverse and robust economic base including retail, service, tourism, education, defence, horticulture and light and heavy industrial activity.

Will acknowledge that the climate is changing and continue to reduce its carbon footprint and the generation of waste, and manage and use its land and marine environments in a manner that preserves them for future generations.

Will be home to a proud, welcoming and inclusive community that understands, respects and preserves its unique sense of purpose and place.

**Key Focus Areas**

**Community**

- An involved and engaged community enjoying a lifestyle that caters for all residents, including those with specific or special needs
- A safe community where residents feel secure, relaxed and comfortable within their home, work and social environments
- A vibrant community, enjoying access to a wide range of educational, cultural and artistic activities and a wide range of other social opportunities.
- A healthy community engaging in positive and rewarding lifestyles with access to a range of passive and active recreational and personal development opportunities.

**Infrastructure and Services**

- Civic buildings, public places and transport infrastructure of contemporary design, constructed and maintained using best practice principles.
- Community facilities and services delivered in a timely manner, able to meet expectations and serve new and growing neighbourhoods.
- Community facilities and services that are well utilised, accessible and cost effective, and where appropriate, multi-functional.
- Transport systems that facilitate better use of public transport and promote non-car alternatives.

**Environment and Land Use**

- Planning systems, infrastructure standards and community awareness programs that serve to acknowledge and mitigate the impacts of climate change.
- Coastal and bushland reserves that are well utilised and managed in a way that will preserve them for future generations to enjoy.
- Planning for population growth to ensure that future development and land-uses contribute to a sustainable city that provides for a genuinely desirable lifestyle.
Carbon footprint reduction and waste minimisation programs centred upon public awareness and the use of new technologies.

Civic Leadership
- A community that is welcoming and desirable in the eyes of residents and non-residents alike.
- Economic development opportunities that make visiting, living, working and investing in the City of Rockingham an attractive proposition.
- Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.
- A Council who 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.

2. **APPROVE** the commencement of the community consultation phase of the process

## 8. Committee recommendation

That Council:

1. **APPROVE** the draft City of Rockingham Community Plan as follows for the purposes of community consultation:

### City of Rockingham Community Plan

**Our Community's vision for the future**

In 2030 the City of Rockingham:

Will be recognised and admired as a contemporary and vibrant regional destination, renowned for its thriving City Centre and Waterfront Village, natural beauty and world class beaches.

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Will be home to a proud, welcoming and inclusive community that understands, respects and preserves its unique sense of purpose and place.

### Key Focus Areas

**Community**

- An involved and engaged community enjoying a lifestyle that caters for all residents, including those with specific or special needs
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**Infrastructure and Services**

- Civic buildings, public places and transport infrastructure of contemporary design, constructed and maintained using best practice principles.
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- Community facilities and services that are well utilised, accessible and cost effective, and where appropriate, multi-functional.
- Transport systems that facilitate better use of public transport and promote non-car alternatives.

**Environment and Land Use**
- Planning systems, infrastructure standards and community awareness programs that serve to acknowledge and mitigate the impacts of climate change.
- Coastal and bushland reserves that are well utilised and managed in a way that will preserve them for future generations to enjoy.
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- Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.
- A Council who 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.

2. **APPROVE** the commencement of the community consultation phase of the process

   Committee Voting - 4/0

<table>
<thead>
<tr>
<th>9. The Committee’s reason for varying the officer’s recommendation</th>
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<tbody>
<tr>
<td>Not applicable.</td>
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<table>
<thead>
<tr>
<th>10. Implications of the changes to the officer’s recommendation</th>
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</thead>
<tbody>
<tr>
<td>Not applicable.</td>
</tr>
</tbody>
</table>
# Purpose of Report

For Council to consider the renaming of Mayfield Reserve in Safety Bay, ‘Noel France Reserve’ in recognition of past Shire Chairman and Councillor, Mr Noel France.

# Background

Council received a request from the sons of Mr Noel France, Mr Lindsay and Mr Roy France, to have a section of the Warnbro Sound Foreshore named in his honour.
3. Details

Mr France’s sons provided the following information in support of the application for the naming:

"Mr Noel France was a resident of the Rockingham area from the end of the 2nd World War and was closely involved in the advancement of the municipality from Shire to City status and the civil development of the area. He served as a Councillor for the Safety Bay Ward for a total of 21 years (1953 – 1970 and 1982 – 1985) and was Chairman of the Rockingham Shire for 2 years (April 1955 to May 1957).

In addition to this service to local government, he was also involved in other community services organisations. These included being an active member of the Rockingham Branch of Lions International from the earliest days of its formation and a foundation member of the Aged Person’s Trust. In later years he was a mainstay of the Rockingham Probus Club, of which he was president for 2 years (1999 – 2000). In 1999 he received an Australia Day Citizenship Award in recognition of these contributions to the Rockingham – Safety Bay community.

He was particularly proud of the development of the Warnbro Sound foreshore. This now attracts people from all over the metropolitan area for their recreation, which includes relaxing in the shade of the Norfolk Pines that line the Sound and for whose planting he was largely responsible.”

4. Implications to consider

a. Consultation with the Community
   To be undertaken

b. Consultation with Government agencies
   In accordance with the Department of Land Administration Act and Policy. The Geographic Naming Committee will need to be notified of the Reserve name change.

c. Strategic
   In accordance with Functional Area 2 – Social and Cultural Development; Strategy 3.3 - Review and continue to implement the Culture Policy and Plan. Strategy 3.6 - Review and develop Council’s services and facilities for families and children.

d. Policy
   1. Council’s Policy on the Naming of Reserves states as follows:
      The following strategy will be used to meet the policy objectives:

      1 Acknowledge that if a Reserve is to be named to recognise a major contribution to the development of the community by a citizen, such Reserve shall be substantially developed or be a designated Conservation Reserve.

      2 Accept that Street Names apply to smaller or non-developed Reserves where there is only one reserve existing on that road frontage and where no specific name applies; where there is a number of reserves on the same frontage, then specific names must apply.

      3 Give consideration to naming Reserves to recognise past long-serving Councillors within ward boundaries they represented or staff, who in the opinion of Council, made a substantial contribution to the development of the Municipality.

      4 Accept nominations from the community, recognising citizens who have made a substantial contribution to the amenity of the Municipality.

      5 Accept nominations from Private Developers who have made a substantial contribution towards a specific Public Open Space development.

      6 Consider the Department of Land Administration’s policy with regard to the following name sources:

         - Aboriginal names;
- Pioneers, early settlers, deceased war casualty lists;
- Thematic names e.g. flora, ships, etc.

7 That an on site unveiling ceremony with Councillors, staff and relevant family members be undertaken within three months of Council approving the naming of the Reserve.

e. **Financial**

Funds totalling $1000 will be required to advertise the proposal for public comment and will be met from account 210397.1204.066

f. **Legal and Statutory**

In accordance with the Department of Land Administration Act and Policy.

The Geographic Naming Committee will need to be notified of the Reserve name change.

5. **Comments**

With regard to the Naming of Reserves Policy; Council's criterion does allow to recognise past long-serving Councillors within ward boundaries they represented or staff, who in the opinion of Council, made a substantial contribution to the development of the Municipality.

The sons of Mr France had requested that a portion of Warnbro Sound foreshore be named after their father, however, personal naming of reserves within the Regional Foreshore Reserve is generally not recommended as these areas are principally identified by the locale which corresponds with the suburb name. In lieu, other reserves within the City bear the name of ex-Councillors and prominent citizens.

Several reserves near the Warnbro Sound foreshore have been identified as suitable and given that the sons spoke about the pine trees along the Safety Bay section of the foreshore for which Noel was responsible for; Mayfield Reserve was selected as the most appropriate and closest to these pine trees.

Mayfield Reserve is located on the corners of Mayfield Road, June Road and Penguin Road, only one street removed from these pine trees.

A public consultation of local residents should be conducted to gauge support of this proposal.

This item was deferred at the 24 August 2010 meeting of Council to allow the family of Mr France time to view the reserve. The family have since done so and are very satisfied with this reserve to be renamed *Noel France Reserve*.

Should Council approve the renaming request, the family have asked that the official ceremony be conducted during the first or second week of January 2011 to coincide with family who live overseas but will be in the country briefly during this time. Preferred dates are Thursday 6 or Monday 10 January 2011.

6. **Voting requirements**

Simple majority

7. **Officer recommendation**

That Council:

1. **APPROVE** in principle the renaming of Mayfield Reserve ‘Noel France Reserve’ adjacent to Mayfield Road, Safety Bay.

2. **ADVERTISE** the approved name for public comment in accordance with Council's Policy - Naming of Reserves.

3. **REVIEW** submissions received at the closure of the advertised period and present results to a future meeting of Council.
8. **Committee recommendation**

That Council:

1. **APPROVE** in principle the renaming of Mayfield Reserve ‘Noel France Reserve’ adjacent to Mayfield Road, Safety Bay.
2. **ADVERTISE** the approved name for public comment in accordance with Council’s Policy - Naming of Reserves.
3. **REVIEW** submissions received at the closure of the advertised period and present results to a future meeting of Council.

Committee Voting - 4/0

9. **The Committee’s reason for varying the officer’s recommendation**

Not applicable.

10. **Implications of the changes to the officer’s recommendation**

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

Provide Council with details of the Tenders received for T10/11-34 – The Supply and Installation of Tiling to the 25m Indoor Pool at the Aqua Jetty Aquatic Centre, document the results of the Tender Assessment and make recommendations regarding award of the Tender.

2. **Background**

Tenders were advertised in the West Australian on Saturday, 4 September 2010. Tenders closed at 2.00pm, Wednesday, 22 September 2010 and were publicly opened immediately after the closing time.

The proposed works for the 25m Lap Pool at the Aqua Jetty Aquatic Centre include the removal of the existing liner, preparation, re-shaping, water proofing and complete tiling of the pool surfaces. This is highly specialised trade and it was expected that only a few contractors would be able to complete the project to the standard required.
The existing liner is in extremely poor condition and has had numerous tears and leaks which have cost on average $15,000 to $20,000 to repair on each occurrence. The liner is very unreliable and could again tear at anytime.

Comparisons were made when deciding on tiling versus re-lining the pool to ensure best value. Tiling of the pool presented the most effective whole of life cost as well as being industry best practice.

### 3. Details

Tenders were received as follows:

<table>
<thead>
<tr>
<th>Company</th>
<th>Lump Sum Tender Price (Excl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Aquatic Leisure Commercial</td>
<td>$184,187</td>
</tr>
<tr>
<td>2 Wet Deck Pools</td>
<td>$252,250</td>
</tr>
<tr>
<td>3 Aquatic Construction Services - Conforming Tender</td>
<td>$257,000</td>
</tr>
<tr>
<td>4 Aquatic Construction Services – Non Conforming Tender</td>
<td>$246,000</td>
</tr>
<tr>
<td>5 AVP Commercial</td>
<td>$270,000</td>
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</tbody>
</table>

A panel comprising Council’s A/Manager of Major Projects, Manager Asset Services and Coordinator Contracts/Projects undertook Tender evaluations.

Evaluation of Tenders, 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>Aquatic Leisure Commercial</th>
<th>Wet Deck Pools</th>
<th>Aquatic Construction Services - Conforming Tender</th>
<th>AVP Commercial</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Service</td>
<td>30%</td>
<td>18%</td>
<td>23%</td>
<td>24%</td>
<td>25%</td>
</tr>
<tr>
<td>Performance and experience of Tenderer</td>
<td>30%</td>
<td>16%</td>
<td>27%</td>
<td>29%</td>
<td>29%</td>
</tr>
<tr>
<td>Beneficial effects of Tender</td>
<td>5%</td>
<td>5%</td>
<td>5%</td>
<td>3%</td>
<td>3%</td>
</tr>
<tr>
<td>Tendered Price/s</td>
<td>35%</td>
<td>34%</td>
<td>24.6%</td>
<td>26.2%</td>
<td>23.1%</td>
</tr>
<tr>
<td>Total Weighted Scores</td>
<td>100%</td>
<td>73%</td>
<td>79.6%</td>
<td>82.2%</td>
<td>80.1%</td>
</tr>
</tbody>
</table>

### 4. Implications to consider

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

b. **Consultation with Government agencies**
   
   Not applicable
c. **Strategic**
   - In accordance with Functional Area 2 – Social and Cultural Development;
   - Strategy 4 – Develop and manage community facilities and services to meet social, cultural and economic needs.

d. **Policy**
   - Purchasing policy applies.

e. **Financial**
   - Funds of $345,000 are allocated in the 2010/11 Budget account number GL 410151.1 (W20009)

f. **Legal and Statutory**

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5. **Comments**

Aquatic Construction Services provided a non-conforming tender for $246,000 to replace the rebated gutter grating tiles with 316 marine grade stainless steel. The assessment panel considered this submission and preferred the rebated gutter grating tiles remain as they provide a better longer lasting finish therefore the non-conforming tender was not considered.

Clarification was sought from Aquatic Leisure Commercial regarding their experience, skills and qualifications of key personnel and experience in tiling large pools and their understanding of the works. Following information received by Aquatic Leisure Commercial confirming their experience and qualification they advise that they had not allowed for sandblasting which is a requirement of the tender specification. Once prices are received in the tender submission they cannot be altered after the tender has closed. Aquatic Leisure Commercial were given the opportunity to absorb the cost of sand blasting into their submitted price and confirmation in writing was received advising that they would absorb the cost of the sandblasting within their tender submission.

A discount of $10,000 was offered by Aquatic Construction Services for prompt payment (fortnightly invoicing and EFT Payments) of invoices.

Council officers visited a number of public swimming pools during the preparation of the tender documentation and noticed that the quality of workmanship for tiling varies between pools. The Aqua Jetty currently has approximately 70,000 patrons a month and the need to ensure the 25m Indoor Pool is repaired quickly and to a high quality is extremely important and this is shown in the assessment matrix with the price weighting being reduced and the weighting for level of service and performance and experience of tenderer increased to ensure an experienced and qualified contractor is employed for the works.

The assessment panel, through the assessment matrix, identified Aquatic Construction Services as representing the best value for money to Council and is therefore recommended as the preferred tender.

A referee check was completed on Aquatic Construction Services and positive comments were received regarding their workmanship and services they provide.

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6. **Voting requirements**

Simple majority

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7. **Officer recommendation**

That Council ACCEPT the Tender submitted by Aquatic Construction Services Pty Ltd, 16 Chatsworth Gate, Canning Vale, for T10/11-34 – The Supply and Installation of Tiling to the 25m Indoor Pool at the Aqua Jetty Aquatic Centre for the Lump Sum Tender Price of $257,000 excluding GST, in accordance with the tender documentation.
8. **Committee recommendation**

That Council **ACCEPT** the Tender submitted by Aquatic Construction Services Pty Ltd, 16 Chatsworth Gate, Canning Vale, for T10/11-34 - The Supply and Installation of Tiling to the 25m Indoor Pool at the Aqua Jetty Aquatic Centre for the Lump Sum Tender Price of $257,000 excluding GST, in accordance with the tender documentation.

Committee Voting - 4/0

9. **The Committee’s reason for varying the officer’s recommendation**

Not applicable.

10. **Implications of the changes to the officer’s recommendation**

Not applicable.
1. **Receipt of Minutes**

That Council receive the Minutes of the Rockingham RoadWise Advisory Committee meeting held on Monday 13th September.

2. **Recommendations to Standing Committee**

Nil

3. **Committee recommendation**

That Council RECEIVE the Minutes of the Rockingham RoadWise Advisory Committee meeting held on Monday 13th September.

Committee Voting – 4/0
| **4. The Committee’s reason for varying the officer’s recommendation** | Not applicable. |
| **5. Implications of the changes to the officer’s recommendation** | Not applicable. |
1. **Purpose of Report**

For Council to consider the adoption and application of the Institute of Public Works Engineering Australia’s (IPWEA) “Local Government Guidelines for Subdivisional Development 2009 Edition 2” for the purposes of land development within the City’s boundaries.

2. **Background**

The Western Australian Local Government Association (WALGA) has provided copies of the guidelines to every local government throughout Western Australia for review and comment. A copy of the document was received by Council in an electronic format on the 22 August 2009, a draft version of the guidelines was circulated by WALGA for comment in May 2009. Submissions by members of the City’s Engineering and Operations Departments have been included in the document.
3. **Details**

Both WALGA and IPWEA advise that the “Guidelines for Subdivisional Development” are intended to underlie and support subdivision conditions applied by the Western Australian Planning Commission (WAPC) pursuant to the Planning and Development Act 2005. The guidelines encompass the existing legislation and current best practice minimum engineering standards. As far as practicable the guidelines encompass design principles and standards applicable to the entire state. Subsequently the development and progression of the guidelines has been supported by the WAPC and the Department of Infrastructure.

In light of these details, it is further advised that the guidelines and engineering standards are intended to be uniformly applied by local government engineers, works managers as well as private development industry professionals in the creation of new subdivisions. It is also expected that the guidelines will be referenced by the WAPC and the State Administrative Appeals Tribunal in any determinations that they make.

4. **Implications to consider**

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

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

   c. **Strategic**
      
      In accordance with Functional Area 3 – Land Use and the Environment;
      
      Strategy 10 – Enhance the City’s planning and development and infrastructure management processes in line with economic, social and cultural development requirements.

   d. **Policy**
      
      The Guidelines and revised City of Rockingham “Standard Design Details” will require amendment or inclusion into the City’s Subdivisional policy.

   e. **Financial**
      
      There are no negative financial implications to Council by adopting these Guidelines. The document outlines a number of opportunities to claim fees for sub-divisional functions and services currently performed by the City. These opportunities will be submitted to Council for consideration by an officer’s report at a later date.

   f. **Legal and Statutory**
      
      Nil

5. **Comments**

The “Guidelines for Subdivisional Development” document is a comprehensive and well produced text encompassing a broad range of aspects related to subdivisional planning, design, construction and project management. However the generalised nature of the document, as it is to apply to all local governments throughout the state, is its one minor shortfall. For example, stormwater drainage characteristics differ greatly from the coarse, sandy areas of Secret Harbour as opposed to the high water table, clay soils of the Rivergums. The use of water sensitive urban design (WSUD) principles as an IPWEA standard design works impressively at Secret Harbour but turns the system into a pseudo sub-soil drain at the Rivergums. The City of Rockingham is also unique in its enforcement of a bulk earthworks moratorium, as detailed in Planning Policy 3.4.3 – Standard Conditions for Subdivision applications. To provide greater clarity to Consulting Engineers and Developers the City has revised its “Standard Design Details” which will act as the overriding design and construction requirements for subdivisional works throughout the municipality.

This item was deferred at the ordinary meeting of Council held 28 September 2010 to allow for comment by Planning Department, who have subsequently advised they endorse the recommendation below.
6. **Voting requirements**

Simple Majority

7. **Officer recommendation**

That Council *ADOPT* the “Local Government Guidelines for Subdivisional Development 2009 Edition 2” as the primary reference document applicable to land development within the boundaries of the City of Rockingham with the revised City of Rockingham “Standard Design Details” providing the City’s specific subdivisional design and construction requirements.

8. **Committee recommendation**

That Council *ADOPT* the “Local Government Guidelines for Subdivisional Development 2009 Edition 2” as the primary reference document applicable to land development within the boundaries of the City of Rockingham with the revised City of Rockingham “Standard Design Details” providing the City’s specific subdivisional design and construction requirements.

Committee Voting - 4/0

9. **The Committee’s reason for varying the officer’s recommendation**

Not applicable.

10. **Implications of the changes to the officer’s recommendation**

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

To investigate the opportunity of liaising with the appropriate developers in bringing forward the installation of the missing sections of pedestrian pathway along Surf Drive required to link Anstey Park with Secret Harbour.

**2. Background**

As part of a report submitted to the June Council meeting seeking contributions to the upgrading of Surf Drive as part of the “Reflections” subdivisional works, Council requested that “the Director, Engineering Parks Services investigate opportunities of bringing forward the upgrade of the remaining 100 metres of Surf Drive (including the footpath) following liaison with the relevant Developers.”

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**Reference no & Subject:** EP-005/10  
**Report on the feasibility of providing a pedestrian link along Surf Drive**

- **File no:**
- **Proponent/s:** City of Rockingham
- **Author:** Mr Aaron Baxter, Co-ordinator Engineering Development
- **Other contributors:**
- **Date of Committee meeting:** Tuesday, 19 October 2010
- **Previously before Council:** 22 June 2010 Item 6.62 CES120/6/10
- **Disclosure of interest:**
- **Nature of Council’s role in this matter:** Executive Function

**Site:**

- **Lot area:**
- **Attachments:**
- **Maps/diagrams:** Aerial view of missing sections of footpath on Surf Drive
3. Details

The connection of Anstey Park with Secret Harbour along Surf Drive currently has two sections of road upgrade and pathway missing as a result of land development having either not begun or being incomplete. The first area is a 120 metre section east of the newly constructed roundabout with the other area being a 220 metre section located immediately east of the Warnbro Sound Avenue intersection. In most situations it is necessary for the land-developer to include the upgrading of roads and installation of pathways as a condition of subdivision. The current situation sees eight (8) lots capable for development owned by four separate land owners fronting Surf Drive. The largest land holder is the Marchese Group with five (5) individual lots. Fanshaw Nominees, Platinum Holdings and a private citizen, Mr R Doyle, are the other land holders with one lot each varying in size from 40,000sqm (4h) to 7800sqm (0.78h).

The outstanding 120 metre section of Surf Drive upgrade and associated path connection is a condition of subdivision for the lots directly south of the roadway and are exclusively owned by the Marchese Group. When this area is eventually developed, an upgrade of the road pavement will also be required. These works will require significant remediation of the verge levels possibly requiring retaining walls along the boundary line.

The 220 metre section of missing pathway along the northern side of Surf Drive traverses across 2 lots owned by the Marchese Group and Platinum Holdings. It should be noted that this section retains some remnant dune topography along the verge area and would require extensive earthworks and relocation of services if a pathway was to be constructed without subdivisional works taking place first. Similarly, the southern side of Surf Drive currently has no pedestrian links created for the entire section extending from Warnbro Sound Avenue to the Springdale D’Arcole Turn roundabout, a distance of 420 metres. An indicative structure plan drawing of the area indicates pathways on both sides of the carriageway.

4. Implications to consider

a. Consultation with the Community
   Not applicable

b. Consultation with Government agencies
   Not applicable

c. Strategic
   In accordance with Functional Area 3 – Land Use and the Environment;
   Strategy 7.7 - Review the strategies for the 5-year plans for roads, infrastructure, parks and reserves and streetscapes.

d. Policy
   Nil

e. Financial
   This pedestrian link has not been identified in the City Business Plan, which is being reviewed in October 2010.

f. Legal and Statutory
   Nil

5. Comments

The proposed link has not been identified in Council’s current financial year’s Business Plan. With the development of the southern part of the City, residents of are seeking greater connectivity for the purpose of recreation and to allow residents to cycle safely to school and work. The construction of the pedestrian link and upgrading of Surf Drive from Anstey Park to Secret Harbour as it currently stands is at the discretion of the land owners. Contact with two of the landholders have them expressing negative positions of either being unable to proceed with development at this time or unwilling to change their construction programme.
An alternative approach would be for the City to finance and programme the construction as part of the annual works business plan although this option poses a few risks other than financial. As previously mentioned, significant earthworks are necessary along sections of the verge area which would mean that footpaths laid in affected areas would be considered sacrificial as they would be removed when future development eventually commenced. It is estimated that a single concrete path connection would cost approximately $34,000 for 340 lineal metres. The road upgrade east of the new roundabout is estimated at costing an additional $49,000 for 120 metres of pavement.

6. **Voting requirements**

Simple Majority

7. **Officer recommendation**

That Council **REJECT** pre-funding the installation of a pedestrian link along this section of Surf Drive in-lieu of the associated land developer’s obligations to construct as a condition of subdivision.

8. **Committee recommendation**

That Council **REJECT** pre-funding the installation of a pedestrian link along this section of Surf Drive in-lieu of the associated land developer’s obligations to construct as a condition of subdivision.

Committee Voting - 4/0

9. **The Committee’s reason for varying the officer’s recommendation**

Not applicable.

10. **Implications of the changes to the officer’s recommendation**

Not applicable.
1. Purpose of Report

For Council to consider a request from the Australian Government’s Housing Affordability Fund Program to provide a financial security for the full amount of funding offered ($1,500,000) for the construction of Nairn Drive adjacent to the Baldivis Town Centre.

2. Background

The Housing Affordability Fund (HAF) is an investment by the Australian Government that is aimed to help in reducing the cost of new homes for home buyers. The program addresses two significant barriers to increase the supply of affordable housing:

- The ‘holding’ costs incurred by developers as a result of long planning and approval times, such as interest paid to banks while waiting on development decisions by councils
- Infrastructure costs, such as laying of water pipes, sewerage, transport, and the creation of parks

The Fund assists State and Territory Governments, local governments, and Local Government Associations, in conjunction with the private sector, to address these market barriers, and ensures that savings generated from the Australian Government investment are passed on to new home buyers.

The desired outcomes of the Fund are to stimulate the supply of new houses and make housing more affordable by:

- Encouraging best practice in local government in respect of residential development assessments and planning processes
- Speeding up development assessment processes to reduce the costs to developers associated with the time taken to approve a development, and ultimately the costs that flow through to the home buyer
- Reducing the burden of infrastructure charges on developers in order to generate savings for purchasers of new entry-level and moderately priced homes.

Stockland, the developer of the Baldivis Town Centre, approached Council in late December 2009 to facilitate a submission on their behalf to the HAF to seek funding to construct the portion of Nairn Drive adjacent to the Baldivis Town Centre, as only State or Local Government bodies were able to apply under the requirements of the Program.

The funding submission was forwarded by Council to the HAF on 8 January 2010 and written notification of the approval of the funding was received on 30 June 2010. A requirement of the funding approval is the provision of a financial security (in the form of a Bank Guarantee) in favour of the Commonwealth of Australia represented by the Department of Families, Housing, Community Services and Indigenous Affairs.

3. Details

Discussions with the Department of Local Government have confirmed that the provision of a Bank Guarantee is captured by the provisions of Sections 6.20 and 6.21 of the Local Government Act 1995, which is as follows (bold sections are relevant in this instance):

**Power to borrow**

6.20. (1) Subject to this Act, a local government may —

(a) borrow or re-borrow money;

(b) obtain credit; or

(c) arrange for financial accommodation to be extended to the local government in ways additional to or other than borrowing money or obtaining credit, to enable the local government to perform the functions and exercise the powers conferred on it under this Act or any other written law.

(2) Where, in any financial year, a local government proposes to exercise a power under subsection (1) (“power to borrow”) and details of that proposal have not been included in the annual budget for that financial year —

(a) unless the proposal is of a prescribed kind, the local government must give one month’s local public notice of the proposal; and

(b) the resolution to exercise that power is to be by absolute majority.

**Restrictions on borrowing**

6.21. (1) Except in the case of —

(a) overdrawings on current account from a bank or other financial institution; and

(b) such other form of financial accommodation (if any) as is determined by the Treasurer and notified to local governments in the State, a local government is only to exercise a power under section 6.20 (1) with the prior approval of the Treasurer or a person authorized in that behalf by the Treasurer.
(2) Where, under section 6.20 (1), a local government borrows money, obtains credit or arranges for financial accommodation to be extended to the local government that money, credit or financial accommodation is only to be secured by giving security over the general funds of the local government.

(3) The Treasurer or a person authorized in that behalf by the Treasurer may give a direction in writing to a local government with respect to the exercise of its power under section 6.20 (1) either generally or in relation to a particular proposed borrowing and the local government is to give effect to any such direction.

(4) In this section and in section 6.23 —
“general funds” means the revenue or income from —
(a) General rates;
(b) Government grants which were not given to the local government for a specific purpose; and
(c) Such other sources as are prescribed.

4. Implications to consider

a. Consultation with the Community
   One month’s local public notice will be given.

b. Consultation with Government agencies
   Not applicable

c. Strategic
   In accordance with Functional Area 3 - Land Use and the Environment;
   Strategy 7 - Progress major projects that are essential to economic, social and cultural development outcomes.

d. Policy
   Not applicable

e. Financial
   The Bank Guarantee will be noted in Council’s Annual Financial Statements.

f. Legal and Statutory
   In accordance with the Local Government Act 1995 Sections 6.20 and 6.21; Power to borrow and Restrictions on borrowing.

5. Comments

The Housing Affordability Fund requires the provision of a financial security for any funding proposal over $500,000. The funding offered to Council for the construction of Nairn Drive is over this amount ($1,500,000), hence the need to seek Council endorsement to obtain the necessary Bank Guarantee.

6. Voting requirements

Absolute majority

7. Officer recommendation

That Council APPROVE for local public notice of its intention to establish a Guarantee by Bank facility for $1,500,000 as the Unconditional Financial Undertaking required by the Australian Government’s Housing Affordability Fund in relation to the funding offered for the construction of Nairn Drive adjacent to the Baldivis Town Centre.
8. **Committee recommendation**

That Council **APPROVE** for local public notice of its intention to establish a Guarantee by Bank facility for $1,500,000 as the Unconditional Financial Undertaking required by the Australian Government's Housing Affordability Fund in relation to the funding offered for the construction of Nairn Drive adjacent to the Baldivis Town Centre.

Committee Voting - 4/0

9. **The Committee’s reason for varying the officer’s recommendation**

Not applicable.

10. **Implications of the changes to the officer’s recommendation**

Not applicable.
Corporate & Engineering Services
Engineering and Parks Services

Reference no & Subject: EP-007/10
Request from the Returned & Services League of Australia, Port Kennedy Sub-Branch (RSL) to mount an ex-Australian Army Leopard Tank at Veteran's Memorial Park, Port Kennedy

File no: R/45678
Proponent/s: City of Rockingham
Author: Mr Adam Vaughan-Williams, Engineering Support Officer
Other contributors:
Date of Committee meeting: Tuesday, 19 October 2010
Previously before Council: 24 August 2010, Item no. CES 152/8/10
Disclosure of interest:
Nature of Council’s role in this matter: Executive Function

Site: Lot 1478, Endeavour Drive, Port Kennedy
Lot area: 28,827 square metres.
Attachments:
Maps/diagrams:
Aerial view of proposed location of Leopard Tank within Memorial Park, Port Kennedy

1. Purpose of Report

Seeking Council’s support for a request from Returned & Services League of Australia Port Kennedy Sub-Branch (RSL) to have a donated ex-Australian Army Leopard Tank mounted on permanent display in Veteran’s Memorial Park, Port Kennedy.

2. Background

At its 24 August 2010 meeting Council resolved to:

1. Support in principle the request by the Returned & Services League of Australia Port Kennedy Sub-Branch (RSL) to have a donated ex-Australian Army Leopard Tank mounted on permanent display in Veteran’s Memorial Park, Port Kennedy.
2. Authorise the Chief Executive Officer to enter into a Memorandum of Agreement with the RSL Port Kennedy Sub-Branch, with respect to an ongoing maintenance programme, including graffiti and damage, to ensure that it is attended to within 24 hours of notification.

3. Review submissions received at the closure of the advertised period and present results to a future meeting of Council.

4. Request the Returned & Services League of Australia Port Kennedy Sub-Branch (RSL) to apply an anti-graffiti coating on the ex-Australian Army Leopard Tank and this requirement be included in the Memorandum of Agreement.

3. **Details**

In respect to the resolution by Council, the following information is provided:

1. A Memorandum of Agreement has been prepared in conjunction with the RSL and is currently awaiting signature by both parties.

2. Confirmation has been received from the RSL that it will ensure an anti-graffiti coating will be applied to the tank and this requirement has been included in the Memorandum of Agreement.

3. A public consultation period was conducted including notification in local newspapers and letters to all homeowners and tenants of adjacent homes to Veterans Memorial Reserve. No submissions have to date been received by the City.

4. **Implications to consider**

   a. **Consultation with the Community**
      
      A public consultation period was conducted including notification in local newspapers and letters to all homeowners and tenants of adjacent homes to Veterans Memorial Reserve.
      
      No submissions have to date been received by the City.

   c. **Strategic**
      
      In accordance with Functional Area 2 – Social & Cultural Development;
      
      Strategy 6 – Develop Partnerships and Alliances to meet the Social and Cultural needs of the Community.

   d. **Policy**
      
      Not applicable

   e. **Financial**
      
      Not applicable

   f. **Legal and Statutory**
      
      Not applicable

5. **Comments**

The Department of Defence period for installation of the Leopard Tanks commences in October 2010 and concludes in February 2011. A timely conclusion to the necessary authorisations which includes approval by Council would be advantageous to the works that are required for the installation of the Leopard Tank to proceed.

6. **Voting requirements**

Simple majority
7. **Officer recommendation**
That Council *APPROVE* the request by the Returned & Services League of Australia Port Kennedy Sub-Branch (RSL) to have a donated ex-Australian Army Leopard Tank mounted on permanent display in Veteran’s Memorial Park, Port Kennedy.

8. **Committee recommendation**
That Council *APPROVE* the request by the Returned & Services League of Australia Port Kennedy Sub-Branch (RSL) to have a donated ex-Australian Army Leopard Tank mounted on permanent display in Veteran’s Memorial Park, Port Kennedy.

Committee Voting - 4/0

9. **The Committee’s reason for varying the officer’s recommendation**
Not applicable.

10. **Implications of the changes to the officer’s recommendation**
Not applicable.
1. **Purpose of Report**

For Council to consider payment of a contribution towards the upgrading of Sixty Eight Road as part of the subdivisional works at the Dales Estate, Baldivis.

2. **Background**

Ewing VDM Engineers, on behalf of the Developer (Fernhill Pty Ltd), has written to Council seeking a contribution towards the cost of upgrading Sixty Eight Road as part of the subdivision works in the “The Dales” Estate.

3. **Details**

In late 2009 and early 2010, a 200 metre section of Sixty Eight Road was reconstructed which incorporated kerbing and drainage as result of the Developers of “The Dales” Estate undertaking works in the adjacent subdivision (see attached).
The Western Australian Planning Commission approval covering this subdivision included a condition relating to Sixty Eight Road as follows:

Arrangements being made with the local government for the upgrading of Sixty Eight Road where it abuts the subdivision application area.

Consequently, the Consulting Engineers on behalf of the Developers have approached Council in relation to this subdivision condition requesting a contribution from Council towards the upgrading works. In addition the City requested that further drainage and kerbing be installed as part of these works which was outside of the original scope of the project.

Ewing VDM Engineers have calculated the costs involved for the upgrading works a $57,562.70.

In order to determine equitable contributions from both Council and the Developers, Council Officers have formulated the following analytical approach:

\[ x = \text{current value of road (determined from Council's Asset Data)} \]
\[ y = \text{cost to upgrade road} \]

Total cost of new road = \( y + x \)

Considering a 50/50 split between the parties for the total cost, the proportional cost for the new road is \( \frac{x + y}{2} \) each

However, Council’s contribution should reflect the fact that the existing asset has already been provided by Council. This would then follow:

\[ \frac{x + y - x}{2} = \text{Council Contribution} \]

Simple arithmetic arrives at Council’s Contribution of \( \frac{y}{2} - \frac{x}{2} \)

In this instance, the current value of the subject section of Sixty Eight Road at the time of upgrading was calculated as $51,414.77 from the City’s (ROMAN) asset management database.

Using the above formulae, the following contributions are:

Developer = \( \frac{57,562.70 + 51,414.77}{2} = 54,488.74 \)

Council = \( \frac{57,562.70 - 51,414.77}{2} = 3,073.96 \)

The additional drainage and kerbing along the southern carriageway which was requested by the City is not subject to the calculation and the actual expenditure incurred was $14,979.66 indicating a total cost to Council being:

Total = \( \frac{3,073.96 + 14,979.66}{2} = 18,053.62 \)

4. Implications to consider

a. Consultation with the Community

Not applicable.

b. Consultation with Government agencies

Not applicable.

c. Strategic

In accordance with Functional Area 3 – Land Use and the Environment;

Strategy 10 – Enhance the City’s planning and development and infrastructure management processes in line with economic, social and cultural development requirements.
d. Policy
Nil

e. Financial
This General Ledger account 200805.1837 Road Contributions – General Developers $150,000 allocated in the 2009/10 Budget had a balance of $84,271.33 at the end of that financial year which these works would be attributed to. Currently no expenditure from the 2010/11 account has been allocated this financial year.

f. Legal and Statutory
Nil

5. Comments
The contribution of $18,053.62 towards the upgrading of Sixty Eight Road represents good value to Council, as the road was originally a rural standard un-kerbed road. The new urban-standard road and roundabout are now under the care and control of Council and have been included in the Asset Register.

6. Voting requirements
Simple Majority

7. Officer recommendation
That Council APPROVE payment of $18,053.62 to Ewing VDM Engineers as the City’s contribution to the Sixty Eight Road upgrade works which were completed in late June 2010.

8. Committee recommendation
That Council APPROVE payment of $18,053.62 to Ewing VDM Engineers as the City’s contribution to the Sixty Eight Road upgrade works which were completed in late June 2010.

Committee Voting – 4/0

9. The Committee’s reason for varying the officer’s recommendation
Not applicable.

10. Implications of the changes to the officer’s recommendation
Not applicable.
Corporate and Engineering Services

Engineering and Parks Services

Reference no & Subject: EP-009/10 Reimbursement of outstanding Grant of Right of Burial – Mr Roy Williams

File no: CPR/56-02
Proponent/s: Mr Roy Williams
Author: Mr Adam Vaughan-Williams, Engineering Support Officer
Other contributors: Mr Adam Vaughan-Williams, Engineering Support Officer

Date of Committee meeting: Tuesday 19 October 2010
Previously before Council: No
Disclosure of interest: No

Nature of Council’s role in this matter: Executive Function

Site:
Lot area:
Attachments:
Maps/diagrams:

1. **Purpose of Report**

To seek Council’s approval to refund the outstanding value of a Grant of Right of Burial at East Rockingham Pioneer Cemetery (ERPC) to the Grant Owner, Mr Roy Williams.

2. **Background**

A request has been received from Mr Roy Williams, Grant Owner of Lawn F Plot 137 at ERPC Cemetery to have the Grant cancelled and the outstanding amount refunded to him.

For family reasons, Mr Williams wishes to take out a grant at the newly opened Rockingham Regional Memorial Park, Baldivis in lieu.

3. **Details**

Mr Williams purchased a Grant of Right of Burial for Lawn F Plot 137 at ERPC in June 2009. The cost of this grant at the time of purchase was $1,529.00.
In accordance with the Memorandum of Agreement between the City and the Metropolitan Cemeteries Board (MCB), 50% of this Grant Fee was paid to the MCB at the end of the 2008/09 financial year.

The Cemeteries Act 1986 provides Grants with a period of validity of 25 years from date of issue. Any refunds in the past issues by the City on request have been refunded to owners using the following formula: Original Cost of Grant/25 years x number of years remaining on the grant.

Using this method, Mr Williams would be eligible for a refund from the City's 50% of the Grant value of: $764.50/25 x 24 = $733.92.

Advice from the MCB is such that this grant is not transferrable between cemeteries, however the MCB would reimburse Mr Williams in the same manner as the City for the other portion of the grant fee held by them. Mr Williams would then need to apply for a new Grant at RRPC through the MCB.

4. Implications to consider

a. Consultation with the Community
   Not applicable

b. Consultation with Government agencies
   Not applicable, however advice sought from the Metropolitan Cemeteries Board.

c. Strategic
   Functional Area 2 – Social & Cultural Development – Strategy 6 – Develop Partnerships and Alliances to meet the Social and Cultural needs of the Community.

d. Policy
   Not applicable

e. Financial
   Funds available from Account 210377.1736 – Operating Expenses - Cemetery

f. Legal and Statutory
   Cemeteries Act 1986
   City of Rockingham Cemeteries Local Law 2000

5. Comments

The City has as a matter of practice over many years reimbursed grants to residents on request. This was viewed as an important emotive issue for residents and as a rule only occurs once or twice a year.

The MCB also provide reimbursements of this nature to grant owners on request.

6. Voting requirements

Simple majority

7. Officer recommendation

That Council APPROVE the reimbursement to Mr Roy Williams of the outstanding 50% of the Grant of Right of Burial for the sum of $733.92.

8. Committee recommendation

That Council APPROVE the reimbursement to Mr Roy Williams of the outstanding 50% of the Grant of Right of Burial for the sum of $733.92.

Committee Voting – 4/0
9. The Committee’s reason for varying the officer’s recommendation

Not applicable.

10. Implications of the changes to the officer’s recommendation

Not applicable.
Corporate & Engineering Services
Engineering and Parks Services

1. **Purpose of Report**

Seeking Council's support in writing to WALGA stating that the City of Rockingham supports the classification of Waste Management as outlined in the Draft Discussion Paper being considered an essential service.

2. **Background**

The Municipal Waste Advisory Council (MWAC) has developed a Draft Discussion Paper on whether or not waste management should be categorised as an ‘essential service’.

MWAC is seeking comment on the Draft Discussion Paper to assist in further development.
3. Details

WALGA provided the following information within the Infopage dated 8 September 2010:

The term ‘essential service’ is often applied to waste management activities applied to waste management activities by representatives from Local Government and the waste industry although this title is not reflected officially in state or federal government policy.

MWAC has developed a Draft Discussion Paper with the purpose of attempting to understand what an ‘essential service’ is, and what services are considered as such and why.

The paper aims to describe what an ‘essential service’ is, to ascertain whether or not waste management activities should be categorised as an essential service, and what this will mean for the industry.

It is intended that the research and recommendations found within this document will be used to inform WALGA future advocacy activity.

WALGA require comment on the Draft Discussion Paper by Friday 5 November 2010.

4. Implications to consider

a. Consultation with the Community
   Not applicable

c. Strategic
   In accordance with Functional Area 3 – Land Use and the Environment;
   Strategy 8 - Introduce a comprehensive range of initiatives to manage the natural environment.

d. Policy
   Not applicable

e. Financial
   Not applicable

f. Legal and Statutory
   Nil

5. Comments

City Officer’s have reviewed the Draft Discussion Paper and are of the view that waste management activities should be considered an essential service.

6. Voting requirements

Simple majority

7. Officer recommendation

That Council ADVISE the West Australian Local Government Association of their formal support of Waste Management being considered as an essential service, as outlined in the Draft Discussion Paper.

8. Committee recommendation

That Council ADVISE the West Australian Local Government Association of their formal support of Waste Management being considered as an essential service, as outlined in the Draft Discussion Paper.

Committee Voting - 4/0
9. The Committee’s reason for varying the officer’s recommendation

Not applicable.

10. Implications of the changes to the officer’s recommendation

Not applicable.
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<tr>
<td><strong>13.</strong></td>
<td>Reports of Councillors</td>
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<td>Nil</td>
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<td><strong>14.</strong></td>
<td>Addendum Agenda</td>
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<td>Nil</td>
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<td><strong>15.</strong></td>
<td>Motions of which previous notice has been given</td>
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<td>Nil</td>
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<td><strong>16.</strong></td>
<td>Notices of motion for consideration at the following meeting</td>
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<td>Nil</td>
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<td><strong>17.</strong></td>
<td>Urgent business approved by the person presiding or by decision of the Committee</td>
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<td>Nil</td>
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<td><strong>18.</strong></td>
<td>Matters behind closed doors</td>
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<td>Nil</td>
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<td><strong>19.</strong></td>
<td>Date and time of next meeting</td>
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<td></td>
<td>The next Corporate and Engineering Services Standing Committee Meeting will be held on <strong>Tuesday, 16 November 2010</strong> in the Committee Room 1, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.</td>
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<td><strong>20.</strong></td>
<td>Closure</td>
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<td>There being no further business, the Chairman thanked those persons present for attending the Corporate and Engineering Services Standing Committee meeting, and declared the meeting closed at xxxxpm.</td>
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<td><strong>21.</strong></td>
<td>Attachments</td>
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<td>Nil</td>
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<td><strong>Deputation</strong></td>
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<td><strong>Deputation</strong></td>
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<td>A deputation from the <strong>Singleton Recreation and Community Club</strong>, consisting of Chris Elliott, Malcolm Venn, Brian Llewelin, and Francis Robinson has been invited to attend the meeting to provide the Committee with a presentation relating to the funding for the proposed toilet block at the Lawrie Stanford Reserve.</td>
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<td>The Chairman welcomed Chris Elliott, Malcolm Venn, Brian Llewelin, and Francis Robinson representing the Singleton Recreation and Community Club to the meeting.</td>
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<td>Various questions were asked of the attendees to which responses were provided.</td>
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<td>The Chairman thanked them for attending and the deputation left the Corporate and Engineering Services Standing Committee meeting.</td>
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