



City of Rockingham

MINUTES

Corporate and Community Development Committee Meeting

Held on Tuesday 20 August 2019 at 4:00pm
City of Rockingham Boardroom




City of Rockingham
Corporate and Community Development
Committee Meeting Minutes
4:00pm Tuesday 20 August 2019



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<p style="text-align: center;">City of Rockingham Corporate and Community Development Committee Meeting Minutes Tuesday 20 August 2019 - Council Boardroom</p> 																																																			
1.	Declaration of Opening																																																		
	The Chairperson declared the Corporate and Community Development Committee Meeting open at 4:00pm , welcomed all present, and referred to the Acknowledgement of Country.																																																		
2.	Record of Attendance/Apologies/Approved Leave of Absence																																																		
	<p>2.1 Councillors</p> <table> <tr> <td>Cr Joy Stewart</td><td>Chairperson</td></tr> <tr> <td>Cr Mark Jones</td><td></td></tr> <tr> <td>Cr Andrew Burns</td><td></td></tr> <tr> <td>Cr Leigh Liley</td><td></td></tr> </table> <p>2.2 Executive</p> <table> <tr> <td>Mr Michael Parker</td><td>Chief Executive Officer</td></tr> <tr> <td>Mr John Pearson</td><td>Director Corporate Services</td></tr> <tr> <td>Mr Michael Holland</td><td>Director Community Development</td></tr> <tr> <td>Mr Peter Doherty</td><td>Director Legal Services and General Counsel</td></tr> <tr> <td>Mr Peter Varris</td><td>Manager Governance and Councillor Support</td></tr> <tr> <td>Mr Michael Yakas</td><td>Manager Customer and Corporate Support</td></tr> <tr> <td>Mr Allan Moles</td><td>Manager Financial Services</td></tr> <tr> <td>Mr Nuno Dionisio</td><td>Manager Waste Services</td></tr> <tr> <td>Ms Nollaig Baker</td><td>A/Manager Strategy, Marketing and Communications</td></tr> <tr> <td>Mr Ben Searcy</td><td>Manager Human Resources Development</td></tr> <tr> <td>Mr Nick Brown</td><td>Manager Community and Leisure Facilities</td></tr> <tr> <td>Mr Gary Rogers</td><td>Manager Community Infrastructure Planning</td></tr> <tr> <td>Ms Mary-Jane Rigby</td><td>Manager Community Support and Safety Services</td></tr> <tr> <td>Ms Julia Dick</td><td>Collaborative Manager, Community Capacity Bldg</td></tr> <tr> <td>Ms Alison Oliver</td><td>Manager Library and Information Services</td></tr> <tr> <td>Mr Scott Jarvis</td><td>Manager Economic Development and Tourism</td></tr> <tr> <td>Mr Peter Le</td><td>Senior Legal and Councillor Liaison Officer</td></tr> <tr> <td>Mrs Jelette Edwards</td><td>Governance Coordinator</td></tr> <tr> <td>Mr Aiden Boyham</td><td>City Media Officer</td></tr> <tr> <td>Ms Sue Langley</td><td>Governance Officer</td></tr> <tr> <td>Mrs Diane Zanre</td><td>PA to Director Community Development</td></tr> </table>	Cr Joy Stewart	Chairperson	Cr Mark Jones		Cr Andrew Burns		Cr Leigh Liley		Mr Michael Parker	Chief Executive Officer	Mr John Pearson	Director Corporate Services	Mr Michael Holland	Director Community Development	Mr Peter Doherty	Director Legal Services and General Counsel	Mr Peter Varris	Manager Governance and Councillor Support	Mr Michael Yakas	Manager Customer and Corporate Support	Mr Allan Moles	Manager Financial Services	Mr Nuno Dionisio	Manager Waste Services	Ms Nollaig Baker	A/Manager Strategy, Marketing and Communications	Mr Ben Searcy	Manager Human Resources Development	Mr Nick Brown	Manager Community and Leisure Facilities	Mr Gary Rogers	Manager Community Infrastructure Planning	Ms Mary-Jane Rigby	Manager Community Support and Safety Services	Ms Julia Dick	Collaborative Manager, Community Capacity Bldg	Ms Alison Oliver	Manager Library and Information Services	Mr Scott Jarvis	Manager Economic Development and Tourism	Mr Peter Le	Senior Legal and Councillor Liaison Officer	Mrs Jelette Edwards	Governance Coordinator	Mr Aiden Boyham	City Media Officer	Ms Sue Langley	Governance Officer	Mrs Diane Zanre	PA to Director Community Development
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	<p>2.3 Members of the Gallery: Nil</p> <p>2.4 Apologies: Cr Lee Downham</p> <p>2.5 Approved Leave of Absence: Nil</p>
3.	Responses to Previous Public Questions Taken on Notice
	<p>3.1 Mr Sunny Miller, Safety Bay - Plastic on new light poles at the Rockingham Foreshore</p> <p>At the Corporate and Community Development Committee meeting held on 16 July 2019, Mr Miller asked the following questions that was taken on notice and the Director Engineering and Parks Services provided a response in a letter dated 26 July 2019 as follows:</p> <p><u>Question</u></p> <p>1. At the Rockingham foreshore, in front of Baskin-Robbins are several new lamp poles. The 'protective' wrapping around the poles have not yet been removed. Can it now be removed before it tears any further and ends up in the ocean?</p> <p><u>Response</u></p> <p><i>The wrapping around newly installed light poles highlighted in the question were removed on 19 July 2019.</i></p>
4.	Public Question Time
	<p>4:00pm The Chairperson opened Public Question Time and invited members of the Public Gallery to ask questions. The Chairperson noted that this was the only opportunity in the meeting for the public to ask questions.</p> <p>There were none.</p>
5.	Confirmation of Minutes of the Previous Meeting
	<p>Moved Cr Liley, seconded Cr Jones:</p> <p>That Committee CONFIRMS the Minutes of the Corporate and Community Development Committee Meeting held on 16 July 2019, as a true and accurate record.</p> <p>Committee Voting (Carried) – 4/0</p>
6.	Matters Arising from the Previous Minutes
	Nil
7.	Announcement by the Presiding Person without Discussion
	<p>4:01pm The Chairperson announced to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the next Council meeting.</p>
8.	Declarations of Members and Officers Interests
	<p>4:01pm The Chairperson asked if there were any interests to declare.</p> <p>There were none.</p>
9.	Petitions/Deputations/Presentations/Submissions
	Nil

10.	Matters for which the Meeting may be Closed
	Nil
11.	Bulletin Items
	<p>Corporate and General Management Services Information Bulletin – August 2019</p> <p>Corporate Services</p> <ol style="list-style-type: none"> 1. Corporate Services Team Overview 2. Human Resource Update 3. Project Status Reports <ol style="list-style-type: none"> 3.1 Team Plan and Budgeting Module 3.2 Implementation of Online timesheets 3.3 Major review and upgrade of the website 3.4 Implement Performance and Personal Development Module 4. Information Items <ol style="list-style-type: none"> 4.1 List of Payments July 2019 4.2 Monthly Financial Management Report June 2019 4.3 Awarding of Tenders by CEO - Delegated Authority 4.4 Development Contribution Scheme 4.5 Delegated Authority to Dispose of Property by way of Lease 4.6 Lease Tenure Matters 4.7 Kerbside Collection Summary 2018/2019 4.8 Verge Side Collection Summary 2018/2019 <p>General Management Services Directorate</p> <ol style="list-style-type: none"> 1. GMS Directorate Team Overview 2. Human Resource Update 3. Project Status Reports <ol style="list-style-type: none"> 3.1 Rockingham Renaissance Technopole 4. Information Items <ol style="list-style-type: none"> 4.1 Various Meetings <p>Governance and Councillor Support</p> <ol style="list-style-type: none"> 1. Governance and Councillor Support Team Overview 2. Human Resource Update 3. Project Status Reports 4. Information Items <ol style="list-style-type: none"> 4.1 Review of Local Laws 4.2 2019 Local Government Elections 4.3 Parliamentary Inquiry 4.4 Docs on Tap 4.5 Freedom of Information (FOI) Requests 4.6 Citizenships 4.7 Pioneers' Luncheon 4.8 Australian Coastal Councils Association Inc. Newsletter 4.9 WALGA Quarterly Report 4.10 Coming Events 4.11 Notice of Motion – Status Report <p>Human Resources</p> <ol style="list-style-type: none"> 1. Human Resources Team Overview 2. Human Resource Update

	<ol style="list-style-type: none"> 3. Project Status Reports <ol style="list-style-type: none"> 3.1 Employee Wellness Programme 3.2 Corporate Training Programme 3.3 RESPECT Programme 3.4 Occupational Safety and Health (OSH) Programme 3.5 Leadership and Management Programme 4. Information Items <ol style="list-style-type: none"> 4.1 Recruitment 4.2 Occupational Safety and Health Statistics <p>Strategy, and Corporate Communications</p> <ol style="list-style-type: none"> 1. Strategy and Corporate Communications Team Overview 2. Human Resource Update 3. Project Status Reports <ol style="list-style-type: none"> 3.1 Entry Statement Signage 3.2 Project Management Framework – Online Module 4. Information Items <ol style="list-style-type: none"> 4.1 Organisational Performance Measurement 4.2 Community Engagement 4.3 Team Plans 4.4 Rock Port 4.5 Social Media 4.6 Media Tracking <p>Legal Services & General Counsel</p> <ol style="list-style-type: none"> 1. Legal Services & General Counsel Team Overview 2. Human Resource Update 3. Project Status Reports 4. Information Items <ol style="list-style-type: none"> Provision of Legal Advice <ol style="list-style-type: none"> 4.1 Legal Advice – Local Government Operational Matters 4.2 SAT (State Administrative Tribunal) Matters 4.3 Magistrates Court Matters
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Committee Recommendation

Moved Cr Jones, seconded Cr Burns:

That Councillors acknowledge having read the Corporate and General Management Services Information Bulletin – August 2019 and the content be accepted.

Committee Voting (Carried) – 4/0

	<p>Community Development Information Bulletin – August 2019</p> <p>Community Support and Safety Services</p> <ol style="list-style-type: none"> 1. Community Support and Safety Services Team Overview 2. Human Resource Update 3. Project Status Reports 4. Information items <ol style="list-style-type: none"> 4.1 Youth and Community Support Services 4.2 Rockingham Connect Community Transport Project 4.3 Community Safety 4.4 Compliance Community Engagement
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Library Services

1. Library Services Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information items
 - 4.1 June 2019 Library and Information Services Statistics
 - 4.2 Baldivis South Community Centre
 - 4.3 Mary Davies Library and Community Centre
 - 4.4 Rockingham Central Library
 - 4.5 Safety Bay Library
 - 4.6 Warnbro Community Library
 - 4.7 Library Facebook Activity June 2019

Community Infrastructure Planning

1. Community Infrastructure Planning Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information items
 - 4.1 Baldivis District Sporting Complex
 - 4.2 Koorana Reserve Master Plan – Design
 - 4.3 Port Kennedy Skate Park – Construction
 - 4.4 Cooloongup Skate Park – Concept design
 - 4.5 Rockingham Youth Centre

Community Capacity Building

1. Community Capacity Building Team Overview
2. Human Resource Update
3. Project Status Reports
 - 3.1 Perth Symphony Orchestra
4. Information Items
 - 4.1 Community Grants Program
 - 4.2 Volunteering
 - 4.3 Reconciliation Action Plan (RAP)
 - 4.4 Seniors
 - 4.5 Early Years, Children and Learning Community
 - 4.6 Youth Development
 - 4.7 Sport, Recreation and Health and Wellbeing
 - 4.8 Cultural Development and the Arts

Community and Leisure Facilities

1. Community and Leisure Facilities Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
 - 4.1 Mike Barnett Sports Complex
 - 4.2 Aqua Jetty
 - 4.3 Warnbro Community Recreation Centre
 - 4.4 Gary Holland Community Centre
 - 4.5 Autumn Centre

Economic Development and Tourism

1. Economic Development and Tourism Team Overview
2. Human Resource Update

	3.	Project Status Reports
	3.1	Small Business Support
	3.2	Economic Development Strategy
	3.3	Meetings, Incentives, Conventions and Exhibitions (MICE) Development
	3.4	Visitor Servicing Fee – Tourism Rockingham
	4.	Information Items
	4.1	Stakeholder Engagement - Economic Development
	4.2	Stakeholder Engagement – Tourism

Committee Recommendation

Moved Cr Liley, seconded Cr Jones:

That Councillors acknowledge having read the Community Development Information Bulletin – August 2019 and the content be accepted.

Committee Voting (Carried) – 4/0

12. Agenda Items

General Management Services

General Management Services Governance and Councillor Support



Reference No & Subject:	GM-018/19	Delegation of Authority – Local Government to Chief Executive Officer and Other Employees (<i>Absolute Majority</i>)
File No:	CPM/130	
Proponent/s:		
Author:	Mrs Jelette Edwards, Governance Coordinator	
Other Contributors:		
Date of Committee Meeting:	20 August 2019	
Previously before Council:	27 July 2010 (CES126/70), 28 September 2010 (CES161/9/10), 28 June 2011 (ES-020/11), 24 July 2012 (GCS-009/12), 27 August 2013 (GCS-007/13), 22 July 2014 (GMS-011/14) and 24 November 2015 (GMS-026/15), 27 September 2016 (GMS-018/16), 25 July 2017 (GMS-013/17), 29 August 2018 (GM-026/19)	
Disclosure of Interest:		
Nature of Council's Role in this Matter:	Executive	
Site:		
Lot Area:		
Attachments:	City of Rockingham Delegated Authority – Local Government to Chief Executive Officer and Other Employees dated July 2019	
Maps/Diagrams:		

Purpose of Report

For Council to consider a review of delegations to the Chief Executive Officer (CEO) and other relevant employees in accordance with section 5.46(2) of the Local Government Act 1995 (the Act).

Background

Section 5.42 of the Act states that the local government by absolute majority may delegate to the CEO to exercise any of its powers or the discharge of any of its duties other than those referred to in section 5.43 or the Planning and Development Act 2005 section 214(2), (3) or (5).

Section 5.45(2) requires that delegations are to be reviewed at least once every financial year.

Details

A review of the delegations was undertaken to verify head of power, update legislation and other information. All delegations created in separate report throughout the year will be added to the register as they are adopted to ensure they are captured and exercised/actioned.

Implications to Consider

a. Consultation with the Community

Not Applicable

b. Consultation with Government Agencies

Not Applicable

c. Strategic

Community Plan

This item addresses the Community's Vision for the future and specifically the following Aspiration and Strategic Objective(s) contained in the Strategic Community Plan 2019-2029:

Aspiration 4: *Deliver Quality Leadership and Business Expertise*

Strategic Objective: *Effective Governance – Apply systems of governance which empower the Council to make considered and informed decisions within a transparent, accountable, ethical and compliant environment.*

d. Policy

Not Applicable

e. Financial

Not Applicable

f. Legal and Statutory

In accordance with section 5.46 of the Local Government Act 1995 the Chief Executive Officer is to keep as register of any delegations made to the Chief Executive Officer and employees. At least once every financial year the delegation need to be reviewed by the delegator.

g. Risk

All Council decisions are subject to risk assessment according to the City's Risk Framework.

Implications and comment will only be provided for the following assessed risks.

Customer Service / Project management / Environment : High and Extreme Risks

Finance / Personal Health and Safety : Medium, High and Extreme Risks

Nil

Comments

A review of the delegations are listed below with the amendments that have been made. There have been typographical corrections made that will not be specified in detail.

The City is currently undertaking a review of all the local laws. As a result a further report will be presented to Council to accommodate changes necessary due to amendments to the local laws.

No.	Delegation Name	Amendments
1.3	Appoint Authorised Persons	Add note for Local Government Act 1995 and Cat Act 2011 that the CEO will directly appoint authorised persons once the regulations have been amended as per the Local Government Legislation Amendment Act 2019.

No.	Delegation Name	Amendments
1.6	Acceptance/Rejection of Tenders – For Supply of	Amend point one in functions delegated to clarify point one and update values of tenders.
1.15	Purchase of Lots 4, 103, 104 and 105 Eighty Road, Baldivis	Deleted as delegation no longer needed as lots were purchased.
1.16	Approval of Building Purchase - Lot 47 (18) Goddard Street, Rockingham	Deleted as delegation no longer needed as land was purchased.
1.18	Renaissance Technopole and the Appointment of Directors of the Not-for-Profit Entity	Deleted as delegation no longer needed as board now appointed.
2.11	Residents Contracts - Signing Off	Now moved to section Community Development
4.3	Bush Fires Act – Prosecutions	Remove Fire Prevention Officer and replace with Coordinator Prosecutions.
4.5	Dog Act 1976 – Section 10AA	Add note for Dog Act 1976 that the CEO will directly appoint authorised persons once the regulations have been amended as per the Local Government Legislation Amendment Act 2019.
5.7	Street Verandahs	Deleted as local law repealed.
5.9	State Administrative Tribunal Proceedings	Renumber and amend legislation as new local laws.
6.6	Outdoor Eating Area Licences	Deleted as this is now an authorisation under the Public Places and Local Government Property Local Law 2018.
6.7	Permits and Licences	Deleted as this is now an authorisation under the Public Places and Local Government Property Local Law 2018.
7.1	Town Planning Scheme	Amend 4(16)(c) to add that there are other methods acceptable to Local Government with regards to agree to an Owner's Cost Contribution. Add in new section 4(19) Heritage Protection. To add in new heritage protections.
8.3	Control and Management of Facilities and Reserves	Add in point two under function delegated to clarify authorisation to sign planning applications, building permits as the owner relating to City facilities and lands.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council **APPROVES** the reviewed delegations under the Local Government Act 1995 and other Acts and Regulations as per the attachment 'City of Rockingham Delegated Authority – Local Government to Chief Executive Officer and Other Employees dated July 2019'.

Committee Recommendation

Moved Cr Liley, seconded Cr Jones:

That Council **APPROVES** the reviewed delegations under the Local Government Act 1995 and other Acts and Regulations as per the attachment 'City of Rockingham Delegated Authority – Local Government to Chief Executive Officer and Other Employees dated July 2019'.

Committee Voting (Carried) – 4/0

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

Not Applicable

Implications of the Changes to the Officer's Recommendation

Not Applicable

General Management Services Governance and Councillor Support



Reference No & Subject:	GM-019/19	Proposed Dogs and Parking Amendment Local Law 2019 (<i>Absolute Majority</i>)
File No:	LWE/67-03	
Proponent/s:		
Author:	Mrs Jelette Edwards, Governance Coordinator	
Other Contributors:		
Date of Committee Meeting:	20 August 2019	
Previously before Council:	27 November 2018 (GM-034/18), 18 December 2018 (GM-051/18), 28 May 2019 (GM-013/19)	
Disclosure of Interest:		
Nature of Council's Role in this Matter:	Legislative	
Site:		
Lot Area:		
Attachments:	<ol style="list-style-type: none">1. City of Rockingham Dogs and Parking Amendment Local Law 20192. City of Rockingham Dogs Local Law 2000 with marked amendments3. City of Rockingham Parking Local Law 2018 with marked amendments	
Maps/Diagrams:		

Purpose of Report

To adopt the City of Rockingham Dogs and Parking Amendment Local Law 2019 that amends the City's Dogs Local Law 2000 and Parking Local Law 2018 to correct minor formatting errors.

The purpose and effect of the City of Rockingham Dogs and Parking Amendment Local Law 2019:

Purpose: To enable the City of Rockingham to manage and control Dogs and Parking and to correct clause numbering and formatting errors in the City of Rockingham Dogs Local Law 2000 and amendments to the City of Rockingham Parking Local Law 2018 in accordance with the request from the Joint Standing Committee on Delegated Legislation.

Effect: The City of Rockingham Dogs Local Law 2000 and the City of Rockingham Parking Local Law 2018 are amended, clearer and consistent.

Background

At the City's meeting on 27 November 2018, Council resolved to adopt a Dogs Amendment Local Law 2018 to update the City of Rockingham Dogs Local Law 2000. On 18 December 2018, Council resolved to make a new Parking Local Law 2018 to replace the previous Parking and Parking Facilities Local Law.

These local laws were published in the Government Gazette on 18 January and 22 February 2019 respectively and came into effect 14 days after publication. As part of the process to put these local laws into law, the City is required to make a submission to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation (JSCDL). The JSCDL oversees subsidiary legislation such as Regulations and local laws.

The JSCDL has written to the City requesting some minor amendments to be made to the City's Dogs Local Law 2000 and Parking Local Law 2018.

At the 28 May 2019 Council Meeting Council resolved to undertake amendments to the City of Rockingham Parking Local Law and start the local law process for making the amendments in the Dogs and Parking Amendment Local Law 2019.

Details

The requested amendments are illustrated on the attached City of Rockingham Dogs and Parking Amendment Local Law 2019. The amendments relate to the numbering of clauses and alignment of paragraphs.

In addition, while clause 7.3 of the Dogs Local Law 2000 deals in part with a different infringement payable if the dog concerned is a 'dangerous dog', the Schedule to which it refers no longer contains any reference to dangerous dogs as all offences relating to the confinement of dangerous dogs are dealt with the Dog Act 1976 and Regulations. Part 7 will be replaced in its entirety to make all the changes clear.

Implications to Consider

a. Consultation with the Community

Section 51 of the Dog Act 1976 provides that a local government may make local laws about dogs using the process set out in section 3.12 of the Local Government Act 1995 (the Act). The Parking Local Law 2018 is also amended as per section 3.12 of the Act.

The local government is required to give State-wide and local public notice stating that it proposes to make a local law, the purpose and effect of which is summarized in the notice for a period of 6 weeks after it first appears.

The purpose and effect of the City of Rockingham Dogs and Parking Amendment Local Law 2019:

Purpose: To enable the City of Rockingham to manage and control Dogs and Parking and to correct clause numbering and formatting errors in the City of Rockingham Dogs Local Law 2000 and amendments to the City of Rockingham Parking Local Law 2018 in accordance with the request from the Joint Standing Committee on Delegated Legislation.

Effect: The City of Rockingham Dogs Local Law 2000 and the City of Rockingham Parking Local Law 2018 are amended, clearer and consistent.

The amendment local law was advertised in the West Australian on 14 June 2019, and the local papers on 14 and 19 June 2019. The submission period was from 14 June to 2 August 2019 more than 7 weeks. It was also advertised on the City's website, administration building noticeboards, library noticeboards and social media during this time.

No.	Public submissions received	Responses
1	<p>Dear Chief Executive Officer</p> <p>We do not have a dog in our household and in this respect we are not especially focussed on anything dog, other than to say dogs are great animals and companions for all those who commit to having a dog(s). It comes with huge responsibility, commitment and not insignificant resources to adequately ensure the welfare of the animal. I work full time, my wife has enough on her hands and our teenage son may entertain the idea of having a dog, but I am not confident it won't be me who end up having to do the grunt.</p> <p>I am confident, dogs are only a problem the moment their owners fail to meet their responsibilities to the animal and the community. In this context (short of studying the Dog Act in detail) I believe the Dog Act adequately articulate basic responsibilities for safe dog ownership. I support the amendments.</p> <p>As for parking, I support that too.</p> <p>However, we do have a cat and she makes humorous company and we love her. Above all, she is capable of entertaining herself. Our cat is sterilised and chipped and she has a collar with a bell. She earns her keep by catching rats and mice. I am aware there are ructions amongst some members of the community in regards to cats and I just take this opportunity to say, I am dead set against any local law initiative that may force cat owners to confine their cats to the indoors. Cats managed responsibly like ours, do <u>not</u> need to be barred from roaming outside. I will have more to say about this, should this be offered for comment at some point in the future.</p> <p>Also, I notice that our region fare purely on the animal cruelty "Top 10 List". it reflects poorly on us and the perverse element amongst us who entertain themselves torturing animals. It is incredibly important that when we draft laws in this space, we do not end up inspiring anyone with an excuse to mistreat an animal under some interpretational guise of a legal act.</p>	<p>Comments noted.</p>
2	<p>To whom it may concern</p> <p>Dogs are family and form part of a very special bond dogs are treated as kids in most families and should be allowed in the majority of areas.</p> <p>To expect dogs to be only allowed in certain areas in not easy as some people rely on the companionship of their dogs.</p> <p>Why is undisciplined kids allowed to cause havoc yet dogs on leashes arent (sic) allowed.</p> <p>We are in 2019 not the dark ages my dog is considered my kid.</p> <p>In addition Rockingham council should not make people register their dogs as they are registered with microchips already charged twice is ridiculous.(sic)</p>	<p>Comments noted.</p> <p>Dogs must be registered as per section 7 of the Dog Act 1976, which is State legislation enforced by the City of Rockingham.</p>

b. Consultation with Government Agencies

As part of the local law making process, the City is sent a copy of the proposed Amendment local law to the Minister for Local Government.

No.	Submissions received from Government Agency	Responses
1	<p>This email is regarding the City's proposed amendment local law. The Department's comments are provided below:</p> <p><u>Dogs and Parking Amendment Local Law 2019</u></p> <ul style="list-style-type: none">• Enacting provision: After "1995," insert "the Dog Act 1976"• Clause 4:<ul style="list-style-type: none">○ On the first line, change the citation title to italics along with the words "Government Gazette"○ On the second line, correct the gazettal date to "22 February 2019".○ On the second line, change the full stop to a colon;○ In paragraph (a) on the first line, change the colon to a dash.○ Change the subparagraphs to closed brackets (e.g. (i), (ii), (iii)...) ○ In subparagraph (iii) before "delete" insert "In 4.5(2)".○ Delete the phrase "4.5 General prohibitions on parking", as this will result in a clause heading being inserted halfway through the existing clause.	<p>Comments noted and have been incorporated in the Dogs and Parking Amendment Local Law attachment.</p>

c. Strategic

Community Plan

This item addresses the Community's Vision for the future and specifically the following Aspiration and Strategic Objective(s) contained in the Strategic Community Plan 2019-2029:

Aspiration 4: *Deliver Quality Leadership and Business Expertise*

Strategic Objective: *Effective governance: Apply systems of governance which empower the Council to make considered and informed decisions within a transparent, accountable, ethical and compliant environment.*

d. Policy

Not Applicable

e. Financial

Advertising and gazettal costs will be approximately \$1000.

f. Legal and Statutory

Section 3.12 of the Local Government Act 1995 (the Act) is the procedure for making local laws.

Section 3.12(4) of the Local Government Act 1995 (the Act) – After the last day for submissions, the local government is to consider any submissions made and may make the local law* as proposed or make a local law* that is not significantly different from what was proposed.

* Absolute majority required.

Section 3.12(5) of the Act – After making the local law, the local government is to publish it in the *Gazette* and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.

Section 3.12(6) of the Act - After the local law has been published in the *Gazette* the local government is to give local public notice —

- (a) stating the title of the local law;
- (b) summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and
- (c) advising that copies of the local law may be inspected or obtained from the local government's office.

Section 3.12(7) of the Act - The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.

Section 3.12(8) of the Act - In this section — **making** in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.

g. Risk

All Council decisions are subject to risk assessment according to the City's Risk Framework.

Implications and comment will only be provided for the following assessed risks.

Customer Service / Project management / Environment : High and Extreme Risks

Finance / Personal Health and Safety : Medium, High and Extreme Risks

Nil

Comments

The amendments required by the JSCDL are typographical and minor. The JSCDL has confirmed that the Dogs Local Law 2000 and Parking Local Law 2018 are still in force. The City committed to the JSCDL to only enforce the local law in the 'corrected' format, that is, as the local law should read. In addition to the changes required by the JSCDL further changes were found and will be made. For the Dogs Local Law 2000 the changes are minor, however for clarity the whole of part 7 has been replaced. This also enables the removal of a reference to Dangerous Dogs which is no longer applicable.

In the Parking Local Law 2018 the JSCDL required typographical changes to clause 4.5(2) and item 4 and 5 in schedule 1. Officers found that there were also other changes that need to be made in order to make the local law clear for ease of use. These changes were to clarify clause 4.5(3) and 4.5(4) as there are two sections in the Parking Local Law 2018 that deal with bus stops. These changes led to consequential changes in Schedule 1 – Prescribed Offences. Items 56 and 57 in Schedule 1 – Prescribed Offences were also clarified to ensure the offences related to private land.

The submissions from the public did not require any changes to the proposed amendment local law. The submission from the Department of Local Government, Sporting and Cultural Industries (DLGSC) contained some minor typographical changes and change of date. All of these changes have been incorporated in Attachment 1.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council:

1. In accordance with section 3.12(4) of the Local Government Act 1995, **ADOPTS** the City of Rockingham Dogs and Parking Amendment Local Law 2019.

2. In accordance with section 3.12(5) of the Local Government Act 1995, **DIRECTS** the Chief Executive Officer to cause the local law to be published in the Government Gazette and a copy sent to the Minister for Local Government City of Rockingham Dogs and Parking Amendment Local Law 2019.
3. After Gazettal, in accordance with s3.12(6) of the Local Government Act 1995, **DIRECTS** the Chief Executive Officer to give local public notice:
 - a. Stating the title of the local law;
 - b. Summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and
 - c. Advising that copies of the local law may be inspected or obtained from the City office.
4. Following Gazettal, in accordance with the Local Laws Explanatory Memoranda Directions as issued by the Minister on 12 November 2010, **DIRECTS** that a copy of the local law and a duly completed explanatory memorandum signed by the Mayor and Chief Executive Officer be sent to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation.

Committee Recommendation

Moved Cr Liley, seconded Cr Jones:

That Council:

1. In accordance with section 3.12(4) of the Local Government Act 1995, **ADOPTS** the City of Rockingham Dogs and Parking Amendment Local Law 2019.
2. In accordance with section 3.12(5) of the Local Government Act 1995, **DIRECTS** the Chief Executive Officer to cause the local law to be published in the Government Gazette and a copy sent to the Minister for Local Government City of Rockingham Dogs and Parking Amendment Local Law 2019.
3. After Gazettal, in accordance with s3.12(6) of the Local Government Act 1995, **DIRECTS** the Chief Executive Officer to give local public notice:
 - a. Stating the title of the local law;
 - b. Summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and
 - c. Advising that copies of the local law may be inspected or obtained from the City office.
4. Following Gazettal, in accordance with the Local Laws Explanatory Memoranda Directions as issued by the Minister on 12 November 2010, **DIRECTS** that a copy of the local law and a duly completed explanatory memorandum signed by the Mayor and Chief Executive Officer be sent to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation.

Committee Voting (Carried) – 4/0

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

Not Applicable

Implications of the Changes to the Officer's Recommendation

Not Applicable

Community Development

Community Development Economic Development and Tourism



Reference No & Subject:	CD-018/19	Rockingham Beach Cup request for additional funding (<i>Absolute Majority</i>)
File No:	ECD/19-04	
Proponent/s:	Rotary Club of Palm Beach W.A.	
Author:	Mr Scott Jarvis, Manager Economic Development and Tourism	
Other Contributors:	Mr Michael Holland, Director Community Development	
Date of Committee Meeting:	20 August 2019	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's Role in this Matter:	Executive	
Site:		
Lot Area:		
Attachments:		
Maps/Diagrams:		

Purpose of Report

For Council to consider providing additional funding to the Rotary Club of Palm Beach W.A. (RCPB) for the running of the 2019 Rockingham Beach Cup (RBC).

Background

At the Council Meeting of 25 July 2017, Council approved annual funding to the RCPB (through the Community Grants Program) of \$20,000 for the 2017, 2018 and 2019 RBC and \$16,000 for the 2017, 2018 and 2019 Rockingham Artists and Artisans Festival.

Both events were cancelled in 2018 due to the Rockingham Beach Foreshore redevelopment works.

Details

RCPB have submitted a proposal to the City (sent to all Councillors by memorandum dated 5 August 2019) and presented at the Councillor Engagement Session on 9 July 2019 requesting total funding of \$162,000 (an additional \$126,000 excluding the \$36,000 already committed through the Community Grants Program) for the 2019 RBC and associated events.

The RBC is an event owned and run by the RCPB, a local community service group based in the City of Rockingham. The RBC has been planned, managed and run by the RCPB with assistance from local business owners and local not-for-profit organisations, and supported by local volunteers.

The event has been successfully run on two occasions, in 2016 and 2017, but did not occur in 2018 due to the Rockingham Foreshore redevelopment works.

Numbers provided by the RCPB indicate the 2017 and 2018 events each attracted 1,100 paying ticket holders, plus an estimated 30,000 people to the Rockingham foreshore over the course of the weekend for the race and community festival.

The 2019 RBC is scheduled to be held on Sunday 17 November 2019.

The 2019 RBC provides a strong tourism marketing opportunity for the City of Rockingham to showcase the new \$15.7M foreshore redevelopment to over 30,000 people over this weekend, and further enhance the City of Rockingham as a preferred place to live, play and invest.

The RCPB submitted a proposal to the City on 28 May 2019 seeking commitment for total funding of \$162,000 for the 2019 RBC and associated events. The funding proposal submitted includes allocations for Professional Event Management, Marketing, Reporting and Events.

Breakdown of Funding Submission

Item	Amount
Professional Event Management. <i>See Annex C for costed proposal.</i>	\$60,000
Marketing Social Media, Print, Radio, Onsite <ul style="list-style-type: none">Radio Campaign in lead up to the event incorporating electronic media, onsite activation prior to and during event. Proposal at Annex D.Partnership with 7 West Media covering social, fashion, travel. Includes lead up to event, on site activation and post event reports.Signage.	\$36,000
Reporting Independent report prepared by IER. Economic Impact Statement, Social Impact Statement.	\$8,000
Saturday 6pm – 9pm: Event Launch To be held in the pop-up bar at the newly created lookout on Rockingham Foreshore - Media, Sponsors, Travel Industry & Horse Racing Industry.	\$20,000
Saturday 4pm – 9pm: Food Festival Food festival style event, Live band, stage program.	\$16,000
Sunday 10am – 9pm Horse Racing and Festival Sunday Horse Racing, Community Festival, Markets.	\$22,000
Total	\$162,000

One of the issues raised by the RCPB in discussions with officers and during the Councillor Engagement Session was 'volunteer burnout' given the size and success of previous the events. This additional funding will enable a professional event management company to be engaged to plan, manage and implement the event, increase the marketing and advertising campaign for the event, and to run complementary events over the weekend of Saturday 16 and Sunday 17 November 2019.

The City's Strategic Community Plan - Aspiration 1 states "Actively Pursue Tourism and Economic Development". One of the strategic objectives under this aspiration is "Attractions and events: Seek to host iconic community events and attractions that will entice residents and visitors throughout the year".

The City of Rockingham Tourism Destination Strategy 2019-2024 identified Events Activation (entertainment destination) as one of its six Key Strategic Objectives. One of the actions specified in the strategy was to "Support and promote third party events – RBC horse race, kitesurfing championship etc."

The RBC is Western Australia's only beach horse racing event. It is an established event which aligns with outcomes identified in the Tourism Destination Strategy 2019-2024, and also provides a direct economic stimulus to the local economy. It should be viewed as an iconic event, as it is the only one of its type in Western Australia.

Although the City's Economic Development Strategy is currently under development, the true value of an iconic event like the RBC which has the capacity to positively promote the Rockingham brand, and provides real economic development outcomes for the local economy and local businesses needs to be seriously considered and resourced.

City Officer's conducted an Event Impact Modelling analysis based on the 2017 attendance numbers provided by the RCPB. Based on an assumption that every marquee visitor spent \$200 (based on average 2017 marquee ticket prices) on the Sunday, and every person who attended the community markets and events over Saturday and Sunday spent \$10 (a modest figure), the economic impact to the local economy is shown below.

RBC – VIP Marquees - Modelling the effect of 1,110 guests paying an average of \$200 per ticket – Total Spend of \$220,000 from a Sports and Recreation event with State significance				
	Output (\$)	Value-added (\$)	Total (\$)	Employment (annual FTE)
Direct impact	176,000	93,276	269,276	1.9
Industrial impact	65,772	24,726	90,498	0.2
Consumption impact	40,923	16,984	57,907	0.2
Total impact on City of Rockingham economy	282,695	134,986	417,681	2.3

RBC – Community Events / General Viewing Areas - Modelling the effect of 30,000 attendees with an average spend of \$10 per person – Total spend of \$300,000 from a Sports and Recreation event with State significance				
	Output (\$)	Value-added (\$)	Total (\$)	Employment (annual FTE)
Direct impact	240,000	127,194	367,194	2.5
Industrial impact	89,689	33,717	123,406	0.3
Consumption impact	55,804	23,160	78,964	0.2
Total impact on City of Rockingham economy	385,493	184,071	569,564	3.0

RBC – Total Impact				
	Output (\$)	Value-added (\$)	Total (\$)	Employment (annual FTE)
Direct impact	416,000	220,470	636,470	4.4
Industrial impact	155,461	58,443	213,904	0.5
Consumption impact	96,727	40,144	136,871	0.4
Total impact on City of Rockingham economy	668,188	319,057	987,245	5.3

Based on the above economic modelling, the RBC has the potential to positively impact the Rockingham Economy by \$1M in consumer spend alone. Therefore it is recommended that additional funding be provided for 2019 to ensure the RBC has the professional event management support it needs to continue to grow and develop as an iconic event in Rockingham, along with providing a boost to the marketing and promotion spend for 2019 to re-establish its profile in the market.

Implications to Consider

a. **Consultation with the Community**

Nil

b. **Consultation with Government Agencies**

Nil

c. **Strategic**

Community Plan

This item addresses the Community's Vision for the future and specifically the following Aspiration and Strategic Objective(s) contained in the Strategic Community Plan 2019-2029:

Aspiration 1: *Actively pursue Tourism and Economic Development*

Strategic Objective: *Marketing and Promotion – Develop and implement effective marketing approaches to promote the City as a destination of choice for the local community, visitors, investors and businesses.*

Attractions and Events – Seek to host iconic community events and attractions that will entice residents and visitors throughout the year.

d. **Policy**

Nil

e. **Financial**

\$36,000 of the \$162,000 sought by the RCPB is already funded within the 2019/2020 budget, through the Community Grants Program. A budget allocation of \$63,000 will be required and will be allocated within the 2019/2020 Economic Development budget to fund the event. This will make the total Council contribution \$99,000 should the officer recommendation be supported.

f. **Legal and Statutory**

Local Government Act 1995 s6.8 (1) (b) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure is authorised in advance by resolution (Absolute Majority).

g. **Risk**

All Council decisions are subject to risk assessment according to the City's Risk Framework.

Implications and comment will only be provided for the following assessed risks.

Customer Service / Project management / Environment : High and Extreme Risks

Finance / Personal Health and Safety : Medium, High and Extreme Risks

Nil

Comments

It is proposed to support the request from the RCPB and provide an allocation of \$63,000 as outlined in the table below.

Item	Amount Requested	Amount Recommended
Professional Event Management.	\$60,000	\$45,000
Marketing (Social Media, Print, Radio, Onsite)	\$36,000	\$18,000
Reporting Independent report prepared by IER. Economic Impact Statement, Social Impact Statement.	\$8,000	\$0
Saturday 6pm – 9pm: Event Launch To be held in the pop-up bar at the newly created lookout on Rockingham Foreshore - Media, Sponsors, Travel Industry & Horse Racing Industry.	\$20,000	\$0
Saturday 4pm – 9pm: Food Festival Food festival style event, Live band, stage program. <i>(\$16,000 already funded from Community Grants Program)</i>	\$16,000	\$0
Sunday 10am – 9pm Horse Racing and Festival - Sunday Horse Racing, Community Festival, Markets. <i>(\$20,000 already funded from Community Grants Program)</i>	\$22,000	\$0
Total	\$162,000	\$63,000

Following on from the Councillor Engagement session held on 9 July 2019, a memo was sent to Councillors dated 5 August 2019 which included attachments of the request for support received from the RCPB in May 2019. These attachments included Annex A: RBC Strategic Plan, Annex B Marketing Strategy and Annex C: Cost Proposal for Event Management.

The recommended funding amounts are based on the following analysis.

In Annex C - Costed Proposal from CMS Events – RBC Management and Costs, a figure of \$63,200 is specified for total management costs if performed individually. However, it also specified a figure of \$45,000 for full service costs of above packaged for total delivery. The Event Management should be engaged for packaged delivery of all aspects of the event at \$45,000.

Marketing for the 2019 RBC is considered important, given the event did not run in 2018, and the profile of the event needs to be raised again. Also given the timing opportunity the RBC provides to showcase the Rockingham Foreshore Redevelopment, it is recommended that the City contributes additional financial resources to the overall marketing and promotion of the event. The \$18,000 recommended by Officers represents half of the total marketing and promotion costs requested.

This total additional \$63,000 is unallocated in the 2019/2020 budget and if supported by Council, will need to be allocated to the Economic Development budget.

The Rotary Club of Palm Beach W.A would therefore receive total funding from the City of Rockingham of \$99,000 for the 2019 RBC (\$36,000 already approved from Community Grant Program approved and \$63,000 reallocated to the Economic Development budget).

Future funding of the RBC should consider the overall economic and social impacts the event has on the City. Therefore, Officers recommend the City engages an independent, external consultant to collect data over the weekend of the 16 and 17 November 2019, and provide an Economic Impact and a Social Impact Assessment of the 2019 RBC.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council **ALLOCATES** \$63,000 in additional funding to the 2019/2020 budget to provide additional funding to the Rotary Club of Palm Beach W.A for the running of the 2019 Rockingham Beach Cup and associated events.

Committee Recommendation

Moved Cr Burns, seconded Cr Jones:

That Council:

1. **ALLOCATES** \$63,000 in additional funding to the 2019/2020 budget to provide additional funding to the Rotary Club of Palm Beach W.A for the running of the 2019 Rockingham Beach Cup and associated events.
2. **DIRECTS** the Chief Executive Officer to engage an independent, external consultant to collect data on the event and provide an Economic Impact and a Social Impact Assessment.

Committee Voting (Carried) – 4/0

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

To ensure that an appropriate independent assessment is undertaken on the event.

Implications of the Changes to the Officer's Recommendation

Not Applicable

Community Development Economic Development and Tourism



Reference No & Subject:	CD-019/19	Timeframe for adoption of Economic Development Strategy
File No:	ECD/24-02	
Proponent/s:		
Author:	Mr Michael Holland, Director Community Development	
Other Contributors:	Mr Scott Jarvis, Manager Economic Development and Tourism	
Date of Committee Meeting:	20 August 2019	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's Role in this Matter:	Executive	
Site:		
Lot Area:		
Attachments:		
Maps/Diagrams:		

Purpose of Report

For Council to consider changing the date for final adoption of the new Economic Development Strategy to March 2020.

Background

Council resolved through report GM-008/19 Notice of Motion – Economic Development Strategy the following: 'That Council **DIRECTS** the Chief Executive Officer to prepare an Economic Development Community Strategy as a matter of urgency and for final adoption by Council at its December 2019 meeting'.

Details

The council resolution made in March 2019, provided a nine month timeframe for the development and final adoption of the new Economic Development Strategy (EDS). Under the Strategic Development Framework Policy (SDFP) the following information is relevant:

Process for Development or Review New or Major Review

A Strategic Discussion is to be facilitated at a Councillor Engagement Session as the first stage of the development of a new strategy or the major review of an existing strategy.

The Strategic Discussion will be informed by a discussion paper that provides background, data and other relevant information on the major issues facing the City with regards the subject matter.

A draft Community Plan Strategy informed by the outcomes of the Strategic Discussion and engagement with relevant stakeholder groups and advisory committees is then to be prepared.

The draft strategy is to be submitted to a Councillor Engagement Session followed by consideration at the relevant Standing Committee and Council for endorsement and public advertising.

A recommended final strategy incorporating community consultation outcomes is submitted to Council via the relevant Standing Committee for final consideration.

Forum

Advisory Committee meetings, community workshops, community group meetings, Councillor Engagement Sessions.

The City embarked on the recruitment process for a Manager Economic Development and Tourism, which is now completed and the new Manager commenced employment on Monday 8 July 2019. The timing associated with recruiting, employing and commencing was three months since Councils' resolution in March 2019. The position has also been incorporated into the Community Development division.

The new Manager has completed a discussion paper and is seeking feedback through a Councillor Engagement Session (CES) during August 2019 as per the SCDP and will commence detailed data collection, research, community consultation and engagement as a priority following the CES.

The following is a proposed timeline of key milestones that should be completed as per the SDFP but will also give the community and key stakeholders' adequate time to be involved in relevant community consultation, engagement and public comment on the draft EDS.

Stage 1: Conduct Councillor Engagement Session and Consider Feedback (13 August 2019).

Stage 2: Prepare Knowledge and Locality Review, Policy Analysis and Interpretation (14 August – 30 August 2019).

Stage 3: Undertake Internal and External Stakeholder Consultation and prepare report - external consultant (2 September 2019 – 27 September 2019).

Stage 4: Prepare the Draft EDS 2020-2025 (14 August – 8 November 2019).

Stage 5: Disseminate Draft EDS 2020-2025 internally for review and comment (11 November – 15 November 2019).

Stage 6: Provide Draft EDS 2020-2025 to Executive for consideration, review and feedback (19 November - 29 November 2019).

Stage 7: Conduct final Councillor Engagement Session and provide overview of consultation and feedback, key element areas, action plan and timeframes, and consider feedback (3 December 2019).

Stage 8: Draft EDS 2020-2025 to Council for endorsement for public comment (17 December 2019).

Stage 9: Public comment process – Rockport, targeted distribution to key stakeholders, newspaper, libraries (February 2020).

Stage 10: Review community feedback and present EDS 2020-2025 to council for final adoption (March 2020).

If the Officer recommendation is not supported by Council the community consultation, engagement and public comment period will need to be reduced significantly.

Implications to Consider

a. Consultation with the Community

Nil

b. Consultation with Government Agencies

Nil

c. Strategic

Community Plan

This item addresses the Community's Vision for the future and specifically the following Aspiration and Strategic Objective contained in the Strategic Community Plan 2019-2029:

Aspiration 1: *Actively pursue Tourism and Economic Development*

Strategic Objective: *Business development - Support business development initiatives throughout the City.*

Local, regional and state - Lobby local, state and federal stakeholders to establish infrastructure and development opportunities for the City.

Investment attraction - Attract local and international investment to the City to contribute to the local economy

Marketing and Promotion – Develop and implement effective marketing approaches to promote the City as a destination of choice for the local community, visitors, investors and businesses.

Attractions and Events – Seek to host iconic community events and attractions that will entice residents and visitors throughout the year.

d. Policy

The Strategic Development Framework Policy provides information in relation to the development of Community Plan Strategies.

e. Financial

Nil

f. Legal and Statutory

Nil

g. Risk

All Council decisions are subject to risk assessment according to the City's Risk Framework.

Implications and comment will only be provided for the following assessed risks.

Customer Service / Project management / Environment : High and Extreme Risks

Finance / Personal Health and Safety : Medium, High and Extreme Risks

Nil

Comments

The Councillor Discussion Paper has been completed and will be presented to the August 2019 Councillor Engagement Session to commence the development of a new Economic Development Strategy 2020 – 2025.

The development of the EDS should be rigorous and transparent with an adequate amount of time and resources directed towards effective consultation and engagement.

To research, consult and create a new EDS to the professional standard required for the City, and following the SDFP for Community Plan Strategies, it is not considered that final adoption by Council at its December 2019 meeting is an achievable outcome.

If the December 2019 deadline was adhered to it is considered that the community consultation, engagement and public comment periods would need to be reduced significantly to meet this existing resolution and that is the basis for the amended timeframe proposed.

The revised timeframe will still align with the development of team plans and budgets for 2020/2021 financial year ensuring actions within the EDS can be funded and implemented.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **APPROVES** the revised timeline of March 2020 for the adoption of the final Economic Development Strategy 2020 – 2025.

Committee Recommendation

Moved Cr Jones, seconded Cr Burns:

That Council **APPROVES** the revised timeline of March 2020 for the adoption of the final Economic Development Strategy 2020 – 2025.

Committee Voting (Carried) – 4/0

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

Not Applicable

Implications of the Changes to the Officer's Recommendation

Not Applicable

Community Development Community Infrastructure Planning



Reference No & Subject:	CD-020/19	CSRFF Summer Small Grants
File No:	GRS/8-08	
Proponent/s:	Baldivis Equestrian and Pony Club	
Author:	Mrs Claire O'Neill, Community Infrastructure Project Officer	
Other Contributors:	Mr Gary Rogers, Manager Community Infrastructure Planning	
Date of Committee Meeting:	20 August 2019	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's Role in this Matter:	Executive	
Site:	Lot 42, Lugg Road Baldivis	
Lot Area:	145,396m ²	
Attachments:		
Maps/Diagrams:	Figure 1: Site map for extension of grass arena Figure 2: Proposed layout for Dressage Days Figure 3: Proposed layout for Event Days	

Purpose of Report

To seek Council endorsement for the submission of prioritised applications requesting grant funding to enhance sporting infrastructure within the City of Rockingham through the Community Sporting and Recreation Facilities Fund (CSRFF) grant program offered by Department of Local Government Sporting and Cultural Industries (DLGSC).

Background

The DLGSC, through the CSRFF small grant program, provides financial assistance to community groups and Local Government Authorities to develop basic infrastructure for sport and recreation. The program aims to increase participation in sport and recreation with an emphasis on increased physical activity, through rational development of good quality, well-designed and well-utilised facilities.

The maximum grant offered for small grant applications is one third of the total estimated project cost (ex GST), up to a maximum grant amount of \$100,000. All CSRFF applications must be lodged with the relevant Local Government Authority, as the assessment process provides the City with the opportunity to review applications and rank them in priority order. Following Council endorsement, these applications must be submitted to DLGSC by the last working day in August 2019.

Details

The Baldvis Equestrian and Pony Club Inc. (BEPC) operates from Lot 42 Lugg, Road Baldvis, a site which is Crown land vested with the City of Rockingham for the purpose of Recreation. Baldvis Equestrian and Pony Club Inc. lease the entire lot from the City of Rockingham. The lease is currently operating under a hold-over clause while the lease renewal is negotiated and finalised. The current draft of the proposed ten year lease is under consideration by the City's legal counsel before being presented to the Club.

Associated with the Pony Club of WA, the BEPC's primary objectives are to;

- encourage young people to ride and enjoy all approved kinds of sport connected with horses and riding;
- provide instruction in riding and horsemanship and instill in Members the proper care of their animals;
- promote the highest ideals of fellowship, citizenship and loyalty, strength of character and self-discipline.

The BEPC has submitted an application requesting an amount of \$13,253.10 towards the upgrade of a sand arena.

The current sand arena has deteriorated and become unsuitable for its current purpose as a warm-up arena. The BEPC propose to incorporate the sand arena into the larger turf area in order to provide a larger, more flexible arena space. This will involve removing the existing fencing that separates the warm-up arena, and installing irrigation and roll-on turf in the current sand area.

The area is shown below;



Figure 1: Site map for extension of grass arena

The total project cost exclusive of GST is \$39,759.30, and the Club is seeking grant funding for one third of this amount through CSRFF. An Infrastructure Planning and Development Grant has been submitted to the City of Rockingham for 50% of the total project cost which is currently being assessed, for the outcome to be determined at the October 2019 Council meeting. The Club proposes to fund the remainder of the project through cash and in kind contributions as per the below table that shows the project funding model.

Contributor	Amount (ex GST)	Confirmed
Baldivis Equestrian and Pony Club (cash contribution)	\$2,921.95	Yes
Baldivis Equestrian and Pony Club (in-kind contribution)	\$3,704.60	Yes
City of Rockingham (IPDG)	\$19,879.65	Pending (October 2019)
Department of Sport and Recreation (CSRFF)	\$13,253.10	No
Total	\$39,759.30	

It should also be noted that since the BEPC is not registered for GST they will be solely responsible for funding any GST amount related to the project. This will account for an additional \$3,605.47 cash requirement from the Club, which is reflected in the project funding model in the application. The Club has provided evidence through bank statements that they have the financial capacity to fund this amount.

The CSRFF assessment process requires the City to review all applications against the following key principles provided by the DLGSC:

- Project justification
- Planned approach
- Community input
- Management planning
- Access and opportunity
- Design
- Financial viability
- Coordination
- Potential to increase physical activity

Using the provided criteria, the City is required to assess the project's merit and community benefit, and allocate a rating to the project from the following scale;

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

Implications to Consider

a. Consultation with the Community

The applicant has consulted with the governing organisation relevant to their particular sport and area, the Pony Club of WA. This level of consultation is considered suitable for a project of this nature.

b. Consultation with Government Agencies

As per the CSRFF application and assessment process, the applicants have liaised with a representative of the DLGSC and the applications will be forwarded to DLGSC following Council consideration and endorsement.

c. Strategic

Community Plan

This item addresses the Community's Vision for the future and specifically the following Aspiration and Strategic Objectives contained in the Strategic Community Plan 2019-2029:

- Aspiration 2:** *Grow and nurture community connectedness and wellbeing*
- Strategic Objective:** *Community capacity building - Empower the community across all ages and abilities to be culturally aware and involved with a diverse range of community initiatives that incorporate volunteering, sport, culture and the arts.*
- Aspiration 4:** *Deliver quality leadership and business expertise*
- Strategic Objective:** *Key stakeholder partnerships – Foster relationships and partnerships with key stakeholders to achieve enhanced community outcomes*

d. Policy

The application has been assessed in accordance with the CSRFF guidelines and the City of Rockingham Community Grants Policy.

e. Financial

Under the CSRFF guidelines, there is no obligation for the relevant Local Government Authority to provide municipal funding for the proposed projects.

It should be noted, however, that an application of \$19,879.65 is pending assessment through the City's Community Grants Program, in the Infrastructure Planning and Development Grant category.

f. Legal and Statutory

Nil

g. Risk

All Council decisions are subject to risk assessment according to the City's Risk Framework.

Implications and comment will only be provided for the following assessed risks.

Customer Service / Project management / Environment : High and Extreme Risks

Finance / Personal Health and Safety : Medium, High and Extreme Risks

Nil

Comments

The current sand arena does not provide significant benefit to users as a warm-up arena, due to its poor condition. Reconfiguring the fencing and installing turf and irrigation in the current sand area will incorporate the warm-up arena into an extension of the larger turf arena, creating a space which has sufficient size and flexible configuration to allow for greater active use. This is shown in the aerial images below depicting potential layouts of the larger space.



Figure 2: Proposed layout for Dressage Days



Figure 3: Proposed layout for Event Days

Anecdotal evidence suggests that members are seeking other Clubs with surfaces in better condition. The Club has shown a considered approach to the design of the new arena, in order to maximise the available space and increase their capacity to host equestrian activities that are not supported by the current size and configuration of the space. Physical activity will be increased through both the greater variety of equestrian activities and events to be offered, and the increase in the number of riders that can participate. This is directly influenced by the new extension due to the ability to provide a fourth competition-size dressage arena, and a third show jump arena. It is also noted that the Club does not currently host novelty activities such as barrel racing, keyhole and handy pony, but that the extension would provide sufficient space for them to do so, or for other clubs within their zone such as Serpentine Jarrahdale and Peel to do so when access to their home grounds are restricted by their shared use with other sporting and community groups. These events are particularly attractive to younger or less experienced participants, which will encourage junior participation. In addition, the Baldivis Adult Riders Club also use the BEPC grounds, which will mean that the arena upgrade will allow the BEPC to provide more participation opportunities for people of all ages and skill levels.

The grounds have been subject to a number of changes in recent years with some show jumps needing to be relocated to comply with the requirements of the Bush Forever site, and the Peel Riding for the Disabled Association moving their operations to another site. The upgraded turf space will allow the BEPC to host one day events that previously needed to be held over a number of days, which will contribute to the BEPC's sustainability by encouraging previous members and participants to return to the Club, and new participants to attend the new events.

The BEPC has considered a number of design and management options with regard to the project, including the logistics of a staged approach to the project if funding less than their requested amount was approved. Some alternatives included seed grass rather than roll-on turf, which is considered achievable but takes longer to implement and is susceptible to changes in levels, or installing the new fencing for another warm-up arena at a later date. Their options have been considered based on the club's internal skill set, volunteer base, and operational needs.

The project in its proposed form is dependent on the receipt of both State and Local Government grant funding to proceed, however the Club has noted within their application opportunities to consider alternative approaches to implementation if needed, including seeding the grass rather than roll-on turf, or providing the new fencing around the replacement warm-up arena at a later date.

The officer assessment of the CSRFF key principles is shown in the table below;

Baldivis Equestrian and Pony Club – Arena upgrade	Satisfactory	Unsatisfactory	Not relevant
Project justification	ü		
Planned approach	ü		
Community input			ü
Management planning	ü		
Access and opportunity	ü		
Design	ü		
Financial viability	ü		
Co-ordination	ü		
Potential to increase physical activity	ü		
Sustainability	ü		

The application presents as well-planned, proposes benefits to the Club and their zone area, and is anticipated to encourage participation and membership growth. As a result, it is recommended that the City apply the Project Rating of (B) – Well planned and needed by applicant.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ENDORSES** the Baldivis Equestrian and Pony Club Sand Arena Upgrade application for the amount of \$13,253.10 to be submitted to the Department of Local Government, Sporting and Cultural Industries' Community Sporting and Recreation Facility Fund 2020/2021 Small Grants (Summer round), with the designated project rating of (B) – Well planned and needed by applicant.

Committee Recommendation

Moved Cr Burns, seconded Cr Jones:

That Council **ENDORSES** the Baldivis Equestrian and Pony Club Sand Arena Upgrade application for the amount of \$13,253.10 to be submitted to the Department of Local Government, Sporting and Cultural Industries' Community Sporting and Recreation Facility Fund 2020/2021 Small Grants (Summer round), with the designated project rating of (B) – Well planned and needed by applicant.

Committee Voting (Carried) – 4/0

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

Not Applicable

Implications of the Changes to the Officer's Recommendation

Not Applicable

13.	Reports of Councillors
	Nil
14.	Addendum Agenda
	Nil
15.	Motions of which Previous Notice has been given
	Nil
16.	Notices of motion for Consideration at the Following Meeting
	Nil
17.	Urgent Business Approved by the Person Presiding or by Decision of the Committee
	Nil
18.	Matters Behind Closed Doors
	Nil
19.	Date and Time of Next Meeting
	The next Corporate and Community Development Committee Meeting will be held on Tuesday 17 September 2019 in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.
20.	Closure
	There being no further business, the Chairperson thanked those persons present for attending the Corporate and Community Development Committee meeting, and declared the meeting closed at 4:23pm .