MINUTES
Corporate and Community Development Committee Meeting
Held on Tuesday 21 April 2020 at 4:00pm
City of Rockingham – Electronic Meeting
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1. Declaration of Opening

The Chairperson declared the Corporate and Community Development Committee Meeting open at 4:06pm, welcomed all present, and referred to the Acknowledgement of Country.

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

2.1 Councillors

Cr Joy Stewart
Cr Sally Davies
Cr Craig Buchanan
Cr Rae Cottam
Cr Leigh Liley

2.2 Executive

Mr Michael Parker
Mr John Pearson
Mr Michael Holland
Mr Peter Doherty
Mr Peter Varris
Ms Sue Langley

Chief Executive Officer
Director Corporate Services
Director Community Development
Director Legal Services and General Counsel
Manager Governance and Councillor Support
A/Governance Coordinator

2.3 Members of the Gallery: Nil

2.4 Apologies: Nil

2.5 Approved Leave of Absence: Nil

3. Responses to Previous Public Questions Taken on Notice

Nil

4. Public Question Time

4:07pm The Chairperson noted that in accordance with Council resolution and regulation 5 of the Local Government (Administration) Regulations 1996, this meeting will be closed to the public.

The public have been invited to submit any questions relating to the business of the Committee via customer@rockingham.wa.gov.au before 2pm of the meeting day.

No questions were received.

There being no questions received the Chairperson closed Public Question Time.
## 5. Confirmation of Minutes of the Previous Meeting

Moved Cr Cottam, seconded Cr Buchanan:

That Committee **CONFIRMS** the Minutes of the Corporate and Community Development Committee Meeting held on 17 March 2020, as a true and accurate record.

Committee Voting (Carried) – 5/0

## 6. Matters Arising from the Previous Minutes

Nil

## 7. Announcement by the Presiding Person without Discussion

4:08pm The Chairperson announced to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the next Council meeting.

## 8. Declarations of Members and Officers Interests

4:08pm The Chairperson asked if there were any interests to declare.

There were none.

## 9. Petitions/Deputations/Presentations/Submissions

Nil

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

4:08pm The Chairperson advised in accordance with section 5.23(2)(b) of the Local Government Act 1995 – if there were any questions or debate on Confidential Item CD-009/20 Recommendation from the Rockingham Education and Training Advisory Committee Meeting held on 9 March 2020, then the Committee will need to defer the matter for consideration at Agenda Item 18 - Matters Behind Closed Doors.

There were no questions or request for debate.
CONFIDENTIAL ITEM

NOT FOR PUBLIC ACCESS

Section 5.95(3) Local Government Act 1995 (the Act)
This item may be discussed behind closed doors as per Section 5.23(2)(b) of the Act

Community Development

Community Capacity Building Services

Reference No & Subject: CD-009/20
Recommendation from the Rockingham Education and Training Advisory Committee Meeting held on 9 March 2020

File No: CSV/1522-05

Author: Ms Olivia Forsdike, Community Development Officer

Other Contributors:
Mr Sam Hegney, Acting Coordinator Recreation and Wellbeing
Ms Julia Dick, Collaborative Manager Community Capacity Building

Date of Committee Meeting: 21 April 2020

Disclosure of Interest: Executive

Nature of Council's Role in this Matter: Executive

Attachments:
Minutes of the Rockingham Education and Training Advisory Committee meeting held on 9 March 2020

Voting Requirements
Simple Majority

Recommendations to the Corporate and Community Development Committee

Advisory Committee Recommendation 1 of 1:
Tertiary Scholarship Scheme applications: Round One 2020

That Council APPROVES the eligible applicants for the Tertiary Scholarship Scheme Round One 2020.

Officer Recommendation if Different to Advisory Committee Recommendation
Not Applicable
**The Officer’s Reason for Varying the Advisory Committee Recommendation**

Not Applicable

**Committee Recommendation**

Moved Cr Liley, seconded Cr Buchanan:

That Council *APPROVES* the eligible applicants for the Tertiary Scholarship Scheme Round One 2020.

Committee Voting (Carried) – 5/0

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

Not Applicable

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

Not Applicable
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Strategy, Marketing and Communications
1. Strategy, Marketing and Communications Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Entry Statement Signage
   3.2 Project Management Framework – Online Module
4. Information Items
   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

Legal Services & General Counsel
1. Legal Services & General Counsel Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   Provision of Legal Advice
   4.1 Legal Advice – Local Government Operational Matters
   4.2 State Administrative Tribunal
   4.3 Magistrates Court
   4.4 District Court
   4.5 Fair Work Commission
   4.6 Industrial Magistrates Courts

Committee Recommendation
Moved Cr Liley, seconded Cr Buchanan:
That Councillors acknowledge having read the Corporate and General Management Services Information Bulletin – April 2020 and the content be accepted.

Committee Voting (Carried) – 5/0

Community Development Information Bulletin – April 2020

Community Safety and Support Services
1. Community Safety and Support Services Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information items
   4.1 Youth and Community Support Services
   4.2 Rockingham Connect Community Transport Project
   4.3 Community Safety
   4.4 Compliance Community Engagement

Library Services
1. Library Services Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information items
   4.1 January 2020 Library Services Statistics
   4.2 Mary Davies Library and Community Centre
   4.3 Baldivis South Community Centre
   4.4 Rockingham Central Library
   4.5 Safety Bay Library
   4.6 Warnbro Community Library
   4.7 Library Services Facebook Activity
   4.8 Golden Bay Pop Up Library

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 Cooloongup Skate Park – Concept design
   4.4 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 Disability Access and Inclusion Plan and Strategy 2016-2019
   4.5 Seniors
   4.6 Early Years, Children and Learning Community
   4.7 Youth Development
   4.8 Sport, Recreation and Health and Wellbeing
   4.9 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 Rockingham Aquatic Centre
   4.4 Warnbro Community Recreation Centre
   4.5 Gary Holland Community Centre
   4.6 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 Buchanan:*

That Councillors acknowledge having read the Community Development Information Bulletin – April 2020 and the content be accepted.

Committee Voting (Carried) – 5/0
12. **Agenda Items**
   
   Nil

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 by electronic means on **Tuesday 19 May 2020** commencing 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 4:15pm.