



# City of Rockingham

## MINUTES

### Ordinary Meeting of Council Minutes

Held on Tuesday 15 December 2020 at 6:00pm  
City of Rockingham Council Chambers



**City of Rockingham**  
**Ordinary Meeting of Council**  
**6:00pm Tuesday 15 December 2020**



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**City of Rockingham**  
**Ordinary Meeting of Council Minutes**  
**Tuesday 15 December 2020 – Council Chambers**



**1. Declaration of Opening**

The Mayor declared the Council meeting open at **6:00pm**, welcomed all present, and delivered the Acknowledgement of Country.

The Mayor noted that in accordance with clause 8.5 of the City of Rockingham Standing Orders Local Law 2001, Council has given permission for the administration to record proceedings of this meeting.

Council meetings are recorded in accordance with the City's Policy – Recording and Streaming Council Meetings. By being present at this meeting, members of the public consent to the possibility that their voice may be recorded. Recordings will be made available on the City's website following the meeting.

The City of Rockingham disclaims any liability for any loss arising from any person or body relying on any statement, discussion, recommendation or decision made during this meeting.

Where an application for an approval, a licence, or the like is considered or determined during this meeting the City warns that neither the applicant nor any other person or body should rely upon that discussion or determination until written notice of either an approval and the conditions which relate to it or the refusal of the application has been issued by the City. The official record of the meeting will be written minutes kept in accordance with the Local Government Act 1995 and any relevant regulations.

Public question time and deputations will not be recorded.

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

**2.1 Councillors**

|                               |                            |
|-------------------------------|----------------------------|
| Cr Barry Sammels (Mayor)      | Rockingham/Safety Bay Ward |
| Cr Deb Hamblin (Deputy Mayor) | Rockingham/Safety Bay Ward |
| Cr Sally Davies               | Baldivis Ward              |
| Cr Hayley Edwards             | Baldivis Ward              |
| Cr Matthew Whitfield          | Baldivis Ward              |
| Cr Lorna Buchan               | Comet Bay Ward             |
| Cr Mark Jones                 | Comet Bay Ward             |
| Cr Craig Buchanan             | Rockingham/Safety Bay Ward |
| Cr Rae Cottam                 | Rockingham/Safety Bay Ward |
| Cr Leigh Liley                | Rockingham/Safety Bay Ward |
| Cr Joy Stewart                | Rockingham/Safety Bay Ward |

**2.2 Executive**

|                   |  |
|-------------------|--|
| Mr Michael Parker | Chief Executive Officer                    |
| Mr Bob Jeans      | Director Planning and Development Services |
| Mr Sam Assaad     | Director Engineering and Parks Services    |
| Mr John Pearson   | Director Corporate Services                |

|           |  |  |
|-----------|--|--|
|           | <p>Mr Peter Doherty<br/>Mr Michael Holland<br/>Mr Peter Varris<br/>Mr Vince Ritorto<br/>Mr Peter Le<br/>Ms Sarah Mylotte</p>   | <p>Director Legal Services and General Counsel<br/>Director Community Development<br/>Manager Governance and Councillor Support<br/>Manager Human Resource Development<br/>Senior Legal and Councillor Liaison Officer<br/>Administration Officer, Governance and Councillor Support</p> |
| 2.3       | <b>Members of the Gallery:</b>   | 15   |
| 2.4       | <b>Apologies:</b>  | Nil  |
| 2.5       | <b>Approved Leave of Absence:</b>  | Nil  |
| <b>3.</b> | <b>Responses to Previous Public Questions Taken on Notice</b>  |  |
| 3.1       | <p><b>Mr Tom Mannion, Safety Bay – Health safety sign / outstanding rates</b></p> <p>At the Council meeting held on 24 November 2020, Mr Mannion asked the following questions that were taken on notice and the Director Corporate Services provided a response in a letter dated 1 December 2020 as follows:</p> <p><u>Question</u></p> <p>1. Given that the drain at Forrester Road will flow when pump is activated at any time of the day even when no rain has occurred, why then after agreeing with public requests to install a sign alerting the public to the risks associated with water flowing from this drain has the city chosen to ignore this health risk?</p> <p><u>Response</u></p> <p><i>The City, in conjunction with the Department of Health, sample a number of beach locations during the summer period to ensure water quality is safe for recreational water use. One of the sampling locations is at the Forrester Road drain within The Pond. For the 2019/20 summer sampling period, all water samples taken at the Forrester Road drain site were within the acceptable parameters.</i></p> <p><i>The Water Corporation undertook significant works at the Forrester Road basin in February 2020 which provided additional capacity within the basin to hold water. As such, the pumps are set on a seasonal operating regime which included a raised level for the pumps to cut in during summer, to prevent water being pumped into The Pond.</i></p> <p><i>The City had previously committed to replacing the deteriorated sign at the Hawker Street beach entrance to The Pond, which was installed in August 2020. The City did not commit to installing any further signage within The Pond.</i></p> <p><i>Given the acceptable water sampling results at the Forrester drain location over the 2019/20 summer sampling period and the Water Corporation works at the Forrester Road basin, there is no basis to warrant the installation of additional signage near the Forrester Road drain at this time. The City will continue with the expanded ocean water sampling regime within the Pond for the 2020/21 summer sampling period, and if elevated levels are detected at the Forrester Road drain site then the City will consider whether additional signage is required.</i></p> <p><u>Question</u></p> <p>2. Our local papers have run stories in previous years showing that in 2015 unpaid rates for Rockingham were approx. \$2.2m, with 2017 doubling to approximately \$4.8 and 2018 again showing unpaid rates at \$5.3m. Clearly this shows the struggle many home owners are faced with.</p> <p>What are the figures for unpaid rates for the years 2018/19 and 2019/20?</p> |  |

Response (provided at the meeting)

*The CEO advised that the number of people paying their rates within the 35 days and taking up rate smoothing option has increased from last year.*

Additional Response

*The response to this question was provided in a letter to you dated 20 November 2020 as follows -*

*I refer to your correspondence dated 13th November 2020 enquiring with respect to the unpaid rates figures for the 2018/19 and 2019/20 financial years and provide the following response.*

Question

*WA media reported in January 2019 that unpaid rates for the city of Rockingham were in excess of \$5m.*

*What are the figures for unpaid rates for the each of the years following that publication showing rate figure 2017/2018*

Response

*The unpaid rates figure for the following years is:*

*2018/19: \$4,343,182*

*2019/20: \$4,307,457*

**3.2 Mr James Mumme, Shoalwater – Lake Richmond ground water / weeds / little penguins**

At the Council meeting held on 24 November 2020, Mr Mumme asked the following questions that were taken on notice and the Director Planning and Development Services provided a response in a letter dated 8 December 2020 as follows:

**Groundwater samples around Lake Richmond.**

In reply to my earlier question about research suggesting that poor water quality is killing the thrombolites at Lake Richmond, Council said that they will study groundwater samples from the Water Corporation's bores located to the north-east and that "sample readings will determine whether further soil testing will be required."

Question

1a. If the results from the north-east show good amounts of sulphides, what is the next step?

Response

If sufficient sulphides are identified, the City will proceed to explore the likelihood of the thrombolites regenerating if the natural hydrological conditions in the Lake are restored.

Question

1b. If the results show poor amounts of sulphides, what is the next step?

Response

*If the Water Corporation testing does not identify sufficient sulphides, the City will proceed with further testing around the Lake before considering what further action is required.*

Question

1c. Is there any reason why Council should not proceed forthwith to obtain groundwater samples from around the rest of the Lake?

Response

*Expanded testing is not considered necessary unless the Water Corporation sampling identifies insufficient sulphides.*

### **Review of Weed Management at Lake Richmond**

Thank you for the replies to my questions asked at the November 2020 Planning and Engineering Services Committee meeting. The reply said "The maintenance contractor has been directed to increase their effort in removing fruiting buckthorns as a matter of priority."

I went down this afternoon to the site and in 5 minutes I found two stumps treated by the contractor but I also found nearby two tall mature buckthorn trees covered in berries. I also found other weeds covered in ripe fruits. It seems that the contractor isn't identifying weeds in fruit or doesn't have time to deal with them.

#### Question

2a. Will Council ensure that all female buckthorns around Lake Richmond are removed asap?

#### Response

*The contractor is currently prioritising removal all established female buckthorns for the Lake Richmond Reserve. This work is ongoing and expected to be completed prior to 18 December.*

*The contract is an outcome based contract with the following required for pest weeds.*

*The standard and requirement for pest weeds will be satisfied if:*

- (a) in the first year of the Contract, there are no more than two occurrences of a Weed (Pest) recorded in any five metre by five metre assessment quadrant nominated by the Principal anywhere within the Site; then; and*
- (b) in the second and each subsequent year of contract, there is no more than one occurrence of a Weed (Pest) recorded in any five metre by five metre assessment quadrant nominated by the Principal anywhere within the Site.*

*The current contract came into effect in February 2020, therefore the contractor is still working towards the required outcome for year 1. Officers will work with the contractor to target pest plants through managed intervention as deemed appropriate.*

#### Question

2b. Does Council think that the community is getting value for money from the contractor?

#### Response

*At this time the contractor is meeting the required performance objectives.*

#### Question

2c. Will Council restructure the weed management strategy to remove dangerous weeds at the point before they bear fruits?

Mr Mumme offered the services of the 'Friends of Point Peron' to help with weed management.

#### Response

*See response to question 2a.*

### **Our Little Penguins facing extinction**

At the Planning meeting I asked council to cancel the proposed extension to the Port Kennedy Launching Ramps because of increased risk to penguins from boat strikes. The reply said that Council has requested that the DBCA "prepare a management plan ... to determine and guide management strategies to support the Little Penguins population."

DBCA already has a management plan for the Shoalwater Islands Marine Park that includes many pages devoted to supporting the Little Penguins and makes reference to boat strikes killing seabirds. The plan includes the statement "ensure that approvals and the setting of conditions for new developments and operations are consistent with the management objectives and targets for the marine park (DEC, MRPA EPA, DoF, CoR)".

Question

3a. Why did council put out a questionnaire for public comment on a proposed option to increase the launching ramps and build groynes at Port Kennedy to the public without mentioning the issue of environmental impacts and without the first checking with DBCA's management objectives and targets for the marine park and the penguins?

Response

*The survey undertaken was part of a feasibility study for any future expansion of the Port Kennedy boat ramps. The feasibility study covered some high level aspects of environmental impacts. DBCA was consulted as part of the feasibility study and it supported the proposal in principle.*

Question

3b. Has Council's action in advertising this proposal created an expectation in the community that the option has official support and could well happen?

Response

*The City was very clear that the survey was for a feasibility study and a project for boat ramp expansion is not listed in the City's Business Plan at this stage. The City does not consider that the survey has formed any undesirable expectation in the community. The study was necessary for Council to make informed decision and community and stakeholder survey was an essential part of the study.*

Question

3c. Where did the suggestion to expand the launching ramps at Port Kennedy originate?

Response

*Demand for additional boating facilities increases with the increase of boat ownership. City of Rockingham has the highest boat ownership in the southern metropolitan Local Governments. It was timely that the City prepares itself strategically to determine locations for future boating facilities provision. The feasibility study is one of many studies the City undertakes to make informed decisions.*

**3.3 Mr Phil Franzone, Singleton – Building Compliance requirements**

At the Council meeting held on 24 November 2020, Mr Franzone asked the following questions that were taken on notice and the Director Planning and Development Services provided a response in a letter dated 9 December 2020 as follows:

At the September general meeting of this Council, I asked a question relating to the role and responsibilities of the Council with respect to the administration of the Building Act and Regulations.

My question at the September meeting attempted to clarify the powers of the City relevant to its legal obligations and duty of care to the ratepayers with reference to building works within the City. The answer received was substantial in content but limited in detail relative to my question. However, I was relieved that the reply confirmed that "Local Governments, such as the City of Rockingham are the main Permit Authority responsible for control." and "A Permit Authority controls the construction, occupation and demolition of buildings and incidental structures through the issue of permits and enforcement of compliance with permits."



The second part of my question seeking information as to how the City enforced the Building Act was largely ignored. The only reference made being that: "Permit Authorities will appoint authorised persons to inspect buildings where it is deemed necessary" No detail was provided as to how the City identified potential breaches.

I asked further questions at the October Council meeting in order to clarify some aspects of the replies I received to my questions at the September meeting. The majority of my questions were clarified and I thank the author for his response.

However, two issues continue to concern me.

Firstly, in response to my question 2(b) - how does the Council monitor that the provisions of the Building Permits are being complied with and, broadly speaking, what percentage of permits issued are inspected for compliance, the author replied that - the Building Regulations prescribe when inspections and tests may be required and that the Regulations do not prescribe any testing for residential buildings. The author gave no indication as to what percentage, if any, of permits were inspected for compliance.

It is noted that the Regulations prescribes when inspections or tests may be prescribed. It does not prohibit additional inspections.

It is further noted that the Act requires that the person named as the builder on the permit must ensure that work complies with the conditions of the permit.

Question

- 1a. Does the reply received to my question 2(b) asked at the October meeting mean that the Council does not conduct any inspections of residential buildings because the Regulations do not prescribe any tests.

Response

*This is correct. There are currently no prescribed inspections or tests for Permit Authorities to undertake on residential buildings (being Class 1 buildings) during construction or upon completion.*

*Pursuant to s 29 of the Building Act 2011 the person named as the builder on a building permit must ensure that the building or incidental structure to which the permit applies is completed in accordance with the plans and specifications that are specified in the applicable certificate of design compliance and that the building work otherwise complies with the building permit including each condition that applies to the permit.*

*Pursuant to s 37 of the Building Act 2011, the person who is named as the builder on a building permit must ensure, on completion of the building or incidental structure to which the permit applies, that the building or incidental structure complies with each applicable building standard.*

Question

- 1b. Does the Council rely solely on the integrity of the Builder, including his submission of a Notice of Completion, that conditions of the Building Permit have been complied with?

Response

Yes.

Question

- 1c. Alternatively, if Council does conduct inspections or any other form of monitoring of residential buildings, or the builder responsible, during or after construction has been completed, again broadly speaking, what percentage of Permits and/or builders is subject to inspections or monitoring?

Response

*The City's Officers do not conduct inspections of residential dwellings during or after construction. If a concern is raised regarding the construction of a particular residential dwelling, then the City will investigate and take relevant action as appropriate to that individual matter.*

The other issue I would appreciate further information on is the response received to my question 2(c) that is - building works carried out without a building permit where a building permit would otherwise be required. The respondent refers to - "unapproved structures." I am unclear as to what the City's definition of an "unapproved structure" is and for the purpose of my question I have assumed that an unapproved structure is any structure that cannot be approved because it does not comply with the Building act and regulations and/or does not meet appropriate recognized and acceptable engineering and safety standards.

Common building works that do not require building permits and are most likely to affect residential ratepayers are identified in Schedule 4 cl 2, items 1 -8 and 10 and cover the like of non-habitable class 10a buildings such as sheds and garages, pergolas, retaining walls, masts and antennas, certain repairs and renovations and fences other than swimming pool fences. All of these building works can be carried out without a building permit - but only if they comply with conditions forming part of and identified within the relevant item.

Logic would suggest that if a ratepayer built a garage far exceeding the maximum size permitted by the regulations, that structure would clearly be an "unapproved structure" and a building permit would be required. Alternatively, the structure might comply with size prerequisites but was not anchored to acceptable engineering and safety standards and was likely to blow away in a strong wind. Such a structure, although unsafe, would comply with the requirements of Schedule 4 and therefore a building permit would not be required. Would this constitute an unapproved structure? I suspect that the City would or should take appropriate action if such cases were to be brought to their attention.

However, I am unclear as to whether this logic extends to other lesser structures identified within the regulations such as fences, including dividing fences. I mention dividing fences because it does not appear that the act and regulations differentiate between types of fences. Neither do they specifically exempt dividing fences from the act and regulations.

In order to clarify the City's position I would like to ask the following hypothetical question. The question is in two parts

Question

- 2a. If a ratepayer was to inform the City that they believed a structure (including a fence or a dividing fence) had been erected in breach of Schedule 4, cl2 of the Building Regulations, or in breach of any other part of the Building Act and Regulations, and provided reasonable evidence to support their belief, does the City have any legal obligation and/or duty of care to the ratepayer to investigate as to whether the structure complied with the act and regulations and was or was not an approved structure?

Response

*Officers will investigate all resident concerns that are lodged with the City. The action taken during the investigation will be relative to each individual matter, and may be limited if there is no requirement under Schedule 4, clause 2 of the Building Regulations 2012 to obtain a building permit for the building work. The City is unable to provide answers to hypothetical situations as each situation has different intricacies that need to be considered.*

The second part of this question attempts to clarify the respondent's statement "If the building work is such that a building permit is not required, the City does not have jurisdiction to assess it."

Question

- 2b. If a ratepayer was to inform the City that they believed a structure (including a fence or a dividing fence) may have been erected in compliance with Schedule 4, cl2 of the Building Regulations, but was constructed or erected in a manner that may be in breach of other parts of the Building Act and Regulations, by way of example, Section 79 (1) of the act, and provided

reasonable evidence in support of their belief, is the City powerless to assess the structure in order to determine whether other breaches have occurred because it complies to the requirements of Schedule 4, cl2 of the Building Regulations.

Response

*Officers will investigate all resident concerns that are lodged with the City. The action taken during the investigation will be relative to each individual matter, and may be limited if there is no requirement under Schedule 4, clause 2 of the Building Regulations 2012 to obtain a building permit for the building work. The City is unable to provide answers to hypothetical situations as each situation has different intricacies that need to be considered.*

**3.4 Mr Mal McFetridge, Safety Bay – Public Question Time / Rates**

At the Council meeting held on 24 November 2020, Mr McFetridge asked the following questions that were taken on notice.

The Manager Governance and Councillor Support provided a response in a letter dated 9 December 2020 as follows:

1. What are the reasons for Public Question Time not being recorded and shouldn't the person asking question or questions of Council be asked if they want their questions recorded or not for example I would like my questions recorded to ensure an accurate record of Council's responses are minuted?

Response (Provided at the meeting)

*The Mayor advised that Council has adopted its recording and live streaming of Council Meetings policy which notes that public question time will not be recorded.*

Additional Response

*The reports to Council relating to the audio visual recording and livestreaming of Council meetings identified a number of risks attributed to recording of public question time. These include the risk for an individual making untruthful, inappropriate and/or defamatory comments and being held liable for those comments. Permitting the recording or livestreaming of public question time for public consumption without response could lead to the perpetuation of flawed opinion and comments.*

*In summary it is inappropriate to record public question time where members of the public present lengthy and complex questions without notice and without the capacity for the City to check the veracity of claims made and make a considered response.*

The Director Corporate Services provided a response in a letter dated 2 December 2020 as follows:

Before putting my questions to Council most of which address the rate rises imposed on our community from FY2010/11 to 2019/20, I would like to point out that Councillors elected, or Council officers employed, after 2017 would not have been involved in the decisions of Council with reference to these rate rises or the justification of them. Additional I will use round figures in my questions.

Mr McFetridge extended his appreciation to Councillors Stewart, Liley and Hamblin in endeavouring to keep rate increases to a minimum in the past.

Question

2. In questions 2 & 3 at last month's Council meeting I asked what impact did the accounting error, that is, using a depreciation figure almost twice that which should have been used in calculating financial ratios had on past rate rises, (That was \$71 million as opposed to the correct figure of \$38 Million). Both the 'Asset Sustainability Ratio' and the 'Operating Surplus Ratio' which indicate whether or not Council is raising sufficient funding for the construction and renewal of infrastructure had not met Local Government

benchmarks for years and yet, when the correct figure was used to calculate these ratios in FY2018/19 they exceeded these government benchmarks indicating the City of Rockingham was spending significantly above the baseline for the construction and renewal of its infrastructure. The Council's response was that there was no impact on past rate rises and there was no error in the financial statements. It should be recognised that the Auditor General, as per their letter with respect to the FY2017/18 budget, stated that the 'Asset Sustainability Ratio' and the 'Operating Surplus Ratio' were below the DLGSCI benchmarks and addressed two other ratios in the letter, the 'Asset Consumption Ratio' and the 'Asset Renewal Funding Ratio' which must have caused some concern stating that they were 'supported by verifiable information and reasonable assumptions.'

The same was not said about the 'Asset Sustainability Ratio' and the 'Operating Surplus Ratio'. What was the reason or reasons the wrong depreciation figure was used?

Response

*There was no error in depreciation.*

Question

3. Given that in FY2012/13 Council's assets were stated as \$444 million and the depreciation figure used was \$33 million and, 6 years later, FY 2017/18, Council's assets were listed as \$2 billion the depreciation for that financial year stated as \$71 million which was reduced in FY2018/19 to \$38 million, only \$5 million more than the 2012/13 figure how does Council explain this? (It should be noted that in FY2007/08 the Depreciation figure used in the rate setting statement was \$18.3 million.)

Response

*Each year Significant Accounting Policies are reviewed and assessments made based on relevant accounting standards or other information which may need to be considered. In 2014/2015 the City was required to revalue its assets every three to five years and assets were increased by \$1.69 billion. On this basis, depreciation was also reviewed in 2018/2019 to consider whether depreciation rates as previously charged were still appropriate.*

Question

4. Are Councillors aware that that according to the DLGSCI Asset Management Guidelines- 'Page 38 Asset Sustainability Ratio' it states that quote 'If capital expenditure on renewing or replacing assets is at least equal to depreciation on average over time, then the local government is ensuring the value of its existing stock of physical assets is maintained. If capital expenditure on existing assets is less than depreciation then, unless a local government's overall asset stock is relatively new, it is likely that it is underspending on renewal or replacement. Un-quote. This last part of the statement is exactly the result that the significant accounting error delivered, the use of high depreciation amounts always producing a ratio that did not meet government benchmarks until depreciation was significantly reduced. As this ratio is a simple one to calculate why wasn't this error found earlier, this ratio only meeting the LG benchmarks once from 2012 to 2019?

Response

*There is no error in the City of Rockingham's financial statements.*

Question

5. In question 5 at last month's meeting I asked how many loans with the exception of the two self supporting loans had been taken out from FY2011/12 to FY2019/20 to reduce the rate burden on our community. The answer was a bit flowery but revealed no loans were taken out over this

period even though the agendas of Council meetings stated that loans would be raised. For instance in FY2014/15 \$18.9 million was to be borrowed, in FY2015/16, \$5.25 million in FY2018/19 \$5million but the actual loans taken out were Zero. Why was this when the debt service ratio and Gross Debt to Operating Revenue suggest that Council was in a good position to borrow as far back as 2013 when debt servicing levels were between 3 and 6%?

Response

*The City will look at internal revenues to reduce debt reliance during a financial year and seek other sources of revenue.*

Question

6. In question 6 I asked how much cash did Developer Contributions Plan which was implemented by Council in 2012 contribute to the building of infrastructure from FY2011/12 to FY2019/20. The answer was \$20 million. This figure matches those from the Developer Contribution Plan Report 2020 which are only estimates but are far from reality if we look at the transfer from the Developer Contribution reserve fund, This suggest that only \$11.2 million was transferred from the fund during this period far short of the response to my question of \$20 million. It is of interest that the administration of the DCP in the report is \$3.2 million! Which is closer to the right figure, \$20 million or \$11.2 million?

Response

*\$20 million has been received from the DCP.*

Question

7. In the Council meeting minutes of April 2012, page 242 it states that 'the City is now pre-funding the majority of infrastructure associated with community infrastructure plans'. Just what does this mean?

Response

*Infrastructure is built prior to all relevant revenues being received through the DCP.*

Question

In the Council meeting minutes of June 2012, page 207 it states that quote 'Whilst the finances of the city are not dire, unless continued action is taken to address the situation major problems are likely to be encountered within the medium term. The City has supported this view and has adopted rate increases with attempt to correct historical finance matters. The approach taken will take at least eight years to ensure security'. Un-quote.

- 8a. Why only eight years, (2020 being the end of the eight year period.) when the ten year business plan is a rolling plan to ensure fairness and equity with reference to the funding issues of Council?

Response

*The report states at least 8 years, not only 8 years.*

- 8b. What are the 'historical finance matters and the major problems that might be encountered. After all, this Council survived the Global Financial crisis through the excellent management of pre 2008 administrations. Surely nothing could be worse than GFC?

Response

*The Council of the day was made aware of historical issues. These have been addressed. This information is not publically available.*

| 4. | Public Question Time  |
|----|---|
|    | <p data-bbox="331 264 1436 353"><b>6:01pm</b>    <b>The Mayor opened Public Question Time and invited members for the Public Gallery to ask questions. The Mayor noted that this was the only opportunity in the meeting for the public to ask questions.</b></p> <p data-bbox="331 383 1268 412"><b>4.1</b>        <b>Ms Kerry Ridley, Rockingham - Rockingham Long Table Lunch</b></p> <p data-bbox="464 441 1436 499">The Mayor invited Ms Ridley to present her questions to the Council. Ms Ridley asked the following questions:</p> <p data-bbox="464 515 1436 846">1.        Given that the City of Rockingham has finalised the foreshore development to attract locals and visitors alike and has spent a large amount on a tourism video campaign for the region to boost tourism and the local economy, can the councillors please explain (those who have objections) as to why a business organisation with a major sponsor donating all the food and any profits made are returned to the local community (documented in Reference - CD-028/20 Rockingham Long Table Lunch on the Beach 2021 - Request for Iconic Event funding ) consider that it has no benefits for the region and residents in the short and longer term vision of Rockingham, especially with the positive media this attracts for Rockingham?</p> <p data-bbox="464 864 1436 983"><i>The Mayor advised that the information contained within the officers report clearly articulates the City's position in relation to the demonstrated Economic and Tourism benefits that support funding the 2021 Long Table Lunch on the Beach would provide to Rockingham, and the wider Rockingham region.</i></p> <p data-bbox="464 1001 1436 1211">2.        The City of Rockingham has no specific events team and is heavily reliant on event organisations, be they business, charity or private citizen, to provide major events for the area via their grants budget. Would the council consider having an events team, therefore having more control over major events in the area, when the current process dictates a lot of hard work by organisations to apply for funding, with a premise of being rejected depending on what organisation they are from?</p> <p data-bbox="464 1229 1436 1317"><i>The Mayor advised that the City of Rockingham organises and carries out a range of events of which some are delivered by event providers and some are delivered by staff including but not limited to:</i></p> <ul data-bbox="512 1335 1436 1711" style="list-style-type: none"><li><i>• Castaways – the City's signature arts and cultural event</i></li><li><i>• Christmas Festival</i></li><li><i>• New Year's Eve (cancelled this year due to COVID-19)</i></li><li><i>• Australia Day</i></li><li><i>• Symphony on the Green</i></li><li><i>• International Food Festival</i></li><li><i>• Performance in the Park</i></li><li><i>• Outdoor cinemas; and</i></li><li><i>• Rockingham Foreshore Activation Program including: Soulful Sundays; Yoga; Tai Chi; Community Fun Days; Entertainment performances; and public art tours (and in 2019 the Rockingham Foreshore Celebration and Kite Festival).</i></li></ul> <p data-bbox="464 1729 1436 1906"><i>All of the above mentioned events form the City's Summer Series of events. The Summer Series is a program of free entry, family-friendly, smoke-free and alcohol-free events, staged throughout the City between December and April. The Summer Series provides an opportunity for the Rockingham community to connect and engage in fun, free activities during the summer season at the City's foreshores, parks and reserves.</i></p> |

*Additionally, the City also presents a number of events for delivered through the Rockingham Arts Centre; City Libraries; and other community facilities. The City also presents Community Award events such as Rockingham Art Awards, Sports Star Awards, and Volunteer Recognition. A number of these Awards were cancelled in 2020 due to COVID-19.*

*Additionally, the City supports events through the Community Grants Program available to incorporated not-for profit associations to assist with the delivery of programs and events that benefit the Rockingham community through:*

- *General Grants – up to \$3000*
- *Major Grants – between \$3001 and \$10,000*
- *Major Events Sponsorship – up to \$20,000 per annum for up to 3 years under the categories of either:*
  - *Economic Development Events: An event that can clearly demonstrate it will provide: significant direct stimulus to the local Rockingham economy, including local businesses; and extensive marketing opportunities for the City.*
  - *Community Development Events: Past evidence of the delivery of a successful event in the previous calendar year (or years) that attracted at least 5000 people and was conducted in a strategic location that serviced a discrete geographical area.*

*Furthermore, the City has an action in its Economic Development Strategy 2020-2025 to “Allocate annual dedicated funding for Iconic Events which promote economic development and tourism development outcomes”. The funding allocated to this action is \$300,000 per annum.*

*Through the above mechanisms, the City believes it is achieving a good balance of delivering both community events (events primarily for local residents) and Tourism and Economic Development events (events to attract tourists/visitors), as well as supporting the capacity of community groups to also implement events for the Rockingham community*

**4.2 Mr Juan Oscar Mesa, Warnbro –Port Kennedy Beaches**

The Mayor invited Mr Mesa to present his question to the Council. Mr Mesa spoke on behalf of Mr Norman Keane who pre-submitted his question. Mr Keane's question is -

1. The sign for the dog beach at the southern end of the carpark at Bayeux Avenue have been removed and new signs erected that now exclude the free beach from dog owners. An overlap of the dog beach and free beach allowed inclusivity and I move that this overlap be restored.

*The Mayor advised that the comments about the signage are noted and the matter will be directed to the City's Rangers team to investigate.*

**4.3 Ms Mona Munch, Warnbro – Beach Access Port Kennedy**

The Mayor invited Ms Munch to present her question to the Council.

1. Ms Munch expressed her appreciation for the work the City has done to improve beach access from Bayeux Avenue. She asked if similar improvements can be undertaken for the access south of the carpark?

*The Mayor advised that he would pass the request to the Engineering and Parks Division to investigate.*

**4.4 Mrs Diane Park, Waikiki – Rockingham Long Table Lunch Funding**

The Mayor invited Mrs Park to present her question to the Council. Mrs Park asked the following question:

I would like to put forward my points objecting the funding of the Malibu Fresh Essentials Long Table Lunch with rate payer funds.

I would like to emphasise that I personally have no objections to this event being run.

Firstly, over the course of approximately six years this Council has supported various events run by Rockingham Kwinana Chamber of Commerce to the tune of \$360,000.

The Long Table Lunch hosted by RKCC has run for five years. Council have constantly supported this event and in consideration of this, if after five years it cannot be self-supporting, should it be running?

Secondly, having had someone contact Kwinana Council to ask if they have ever supported this event financially, the reply came back that they hadn't and had never been asked to.

The group are the Rockingham Kwinana Chamber of Commerce so why haven't they approached Kwinana Council for funding and continuously rely on funds from ratepayers in Rockingham?

It is my opinion this is not an 'iconic' event it is a corporate event that utilises the business within the RKCC to supply and attend the event. It is an 'exclusive' event.

Iconic events are those that are 'one offs and are inclusive of all and support all businesses and residents in the City.

The Long Table lunch run at the showgrounds in Claremont for Breast Cancer WA, is iconic. The Crab Fest in Mandurah, bringing over 100,000 visitors to Mandurah, is inclusive of all businesses who want to participate and is free to attend, is iconic. The Royal Perth Show is iconic and inclusive.

Having studied the budget put forward for funding by the RKCC I note that 400 tickets are for sale and a number are 'contra' tickets.

Contra tickers are promotional tickets, usually given to prominent people you would like to attend too bring kudos to an event, to businesses you want to encourage to join your organisation. They can be given in exchange for services and goods for the event. In some cases when tickets aren't selling in the expected numbers a promotion may be run, for example two tickets for the price of one. However the promotional literature and media have stated that The Malibu Fresh Essentials long table lunch is always a huge sell out so I doubt they would use the last example. With it being a huge sell out why have the ticket prices been reduced by \$45 from last year's pricing? Is it because of worries about the economy and people just not having the funds to attend? Good business management would play on the fact it's a sell out each year and increase the pricing.

So we are looking at the sale of 400 tickets at \$175 each which gives us a total of \$70,000 for sale price of tickets and not \$110,000 as stated in the RKCC budget plan. So I ask how can this Council seriously contemplate funding this event with rate payer funds, then the event, before any tickets or promotion of the event commences, begins with a \$40,000 deficit. If the grant is not approved that means the deficit to start off this event becomes \$65,000.

In a year that has been exceptionally hard for a lot of people, with job losses businesses not surviving and also three suburbs in our City struggling with mortgage stress for mortgagees, we should actually consider if this funding is morally and ethically right.



We need to utilise our tourism group, organise a steering group to work with officers and a member of RKCC to bring events to the City that are inclusive. We should not just continuously support a group with approximately 240 Rockingham members and 45 Kwinana members in the RKCC, that don't support the lady who has the little corner shop, or the little home business or the local Chinese take away.

These businesses are struggling to keep afloat and could not afford the membership fees to join the RKCC.

So I ask is it honourable, ethically or morally right to commit rate payer funds to an organisation that supports so few, to run this event that isn't iconic, and is starting off the event with a deficit of \$40,000.

*The Mayor advised that the matter is on the agenda for Council consideration tonight.*

**4.4 Ms Teresa Ong, Singleton – Public Interest Disclosure / Rockingham Long Table Lunch Funding**

The Mayor invited Ms Ong to present her question to the Council. Ms Ong asked the following question:

1. Public Officials (disclosers) who suspect wrongdoing within the public sector can raise their concerns under the PID Act.

The PID Act offers protection to disclosers (whistleblowers) from reprisal action.

Is the PID guide freely available to all staff in the City of Rockingham? If so, where can it be found?

*The Chief Executive Officer advised that the Public Interest Disclosure guide is freely available to all staff on the City's internal intranet and information regarding the PID is included in new employee inductions and orientation through the City's RESPECT Program.*

2. I would like to voice my objection to the \$25k request for funds from the City of Rockingham for the Long Table Lunch by the Rockingham Kwinana Chamber of Commerce (RKCC).

I have no objection to the event but it should be self-funding and later in my questions I do have some suggestions to make it more inclusive and self-funding. It is not an iconic event, unique to Rockingham. Plenty of other towns hold this event in different venues. Bridgetown utilised the old bridge and funds raised go to funding the Winter Festival, which is a truly iconic unique event. Ratepayers do not subsidise this event, it is open to all who wish to go.

RKCC put their hands out for funds for just about every event they run and if by now they cannot run an event to be self-funding they need to acquire some good fundraisers on their committee.

Of concern to me is the throwaway line of "I pay for my ticket", as if that is not the norm what one does when going to an event. Please do note it is a ratepayer subsidised ticket as RKCC always expect the grants. To me, this continual subsidising of the Long Table Lunch is the subsidising of food and alcohol and is morally and ethically wrong on the ratepayers.

What does the City expect out of the outlay of \$25k to the RKCC Long Table Lunch apart from free tickets and subsidised tickets? Where are the outcomes for this money listed? Do the City see this as a payment for organising the event, if so, why not advertise it for all the community to have the opportunity. Fremantle have a variety of ticket prices. Let all the restaurants and shops have the opportunity to participate. A food passport which gives you 10%-15% off food purchases at participating food outlets.

Outlets stamp the passport once used. Let all businesses in Rockingham take part. Surely the tourist bureau would be interested in something like this, has it been offered to them or are they not in favour?

The former Musselfest is unique and possibly an iconic event.

Is the report on these outcomes made public, is so where?

What new business does it bring to Rockingham or is it just a food fest and booze up?

Has anybody attended and said "I go to the RKCC Long Table Lunch, it has changed my business and business outcomes for the better."?

Is this a wise investment of ratepayers money?

Big dollars have been invested in the foreshore, we have plenty of diverse restaurants along the front and nearby who could and would welcome the sort of business a truly iconic event would bring to them.

We have a Director of Community Development and a Manager of Economic Development and Tourism.

Can these two senior officers not get together and work out a plan to hold an iconic event on the foreshore with all the restaurants involved on a food trail or crawl? This even will ensure people are not confined to a tent, spend their dollars in the shops and restaurants within the beach precinct, beach is open for all to sue, it could be combined with a market under the trees or games organised for the children.

We have a tourist bureau, offer all to put forward a plan to hold this event with access across all of the community at all prices. Two highly paid Council officers could surely assist with this event. Not the nitty gritty planning advice and evaluations.

There is so much that could be done with all the beautiful areas which have been upgraded, bring alive the restaurants on the front with perfect views not blocked by a tent.

From looking at reports the Manager of Economic Development seems to be very busy meeting with RKCC in the reports. I see no reports of looking at hotel chains to improve accommodation in Rockingham. I asked RKCC if they were doing the accommodation search and they in writing assured me it was being done by the City of Rockingham.

This \$25k that you seem to so willy nilly hand out to RKCC, does it pass the pub test. If you are truly impartial and honest with yourselves and care about every business in the City of Rockingham, you will agree with me. It does not pass the pub test.

How can you morally eat and drink on a ratepayer subsidised ticket is totally beyond me. It's wrong and I believe it reeks of nepotism.

Some on this Council have a propensity to devour fancy food and alcohol at all costs, especially on ratepayers money.

*The Mayor advised that the matter is on the agenda for Council consideration tonight.*

**4.5 Ms Pat McPherson, Rockingham – Dangerous Intersections**

The Mayor invited Ms McPherson to present her question to the Council.

Ms McPherson, an ambulance driver, expressed concern with regarding the intersections of Ennis Avenue with Elanora Drive, Willmott Drive and Council Avenue. The speed limits applicable and traffic light settings are contributing to drivers speeding and running red lights. Which Authority is responsible and can investigation be done to moderate driver behaviour?

*The Mayor advised that Ennis Avenue and traffic lights are the responsibility of Main Roads WA and asked the Director Engineering and Parks if he had any comments.*

*Mr Assaad advised that Main Roads WA are aware of the intersections, particularly Elanora Drive and has consulted with the City in respect to the installation of Red Light Cameras as a means of impacting driver behaviour.*

**4.6 Ms Dawn Jecks, Safety Bay – Minute recording of Public Question Time / Rockingham Long Table Lunch Funding**

The Mayor invited Ms Jecks to present her question to the Council. Ms Jecks asked the following question:

1. What is the process of recording responses to questions raised at Public Question Time?

*The Mayor advised that questions answered at the meeting are recorded in the meeting minutes. Responses to questions taken on notice are recorded in both the subsequent meeting agenda and minutes.*

2. On page 40 on tonight's agenda (Item CD-028/20) the report author refers to the economic benefits of the long table lunch delivering a return of investment of 10.4 to 1.0. What process / information is used to calculate this figure? Was this information available at the Corporate and Community Development Committee?

*The Mayor advised that the same report is provided to both the Committee and Council, and asked the Director Community Development whether he could comment.*

*Mr Holland advised that the Manager Economic Development and Tourism calculated the return on investment using appropriate and industry accepted economic development methodology. Details of this calculation can be provided.*

*The Mayor took the question on notice for response.*

3. My question goes to Governance, Community Grants Policy and perception of bias.

I acknowledge that policies are routinely reviewed as part of quality systems continuous improvement processes.

I refer you to the minutes of the Corporate and Community Development Committee meeting held on Tuesday 20 February 2018 where the Community Grants Program Policy was amended.

Background excerpt taken from 20 February 2018 Corporate and Community Development minutes –

"The Community Grants Program (CGP) Policy was adopted by Council August 2015.

The newly appointed CGP Committee is required to review the CGP Policy. Officers have reviewed the CGP Policy and identified that clarification is required regarding:

Incorporation clarification, Youth Encouragement Grants, Community Grants Program Committee, Funding Application Assessment Criteria, Ineligibility Auspice Organisation and Perception of Bias."

"Advisory Committee Recommendation 2 of 3: Adopts the amended Community Grants Program Policy

That Council ADOPTS the amended Community Grants Program Policy to read:"

|           |  |   |
|-----------|--|---|
|           | <p>Referring to excerpt below from page 21 in the minutes</p> <p><u>Perception of Bias</u></p> <p>In accordance with best practice public sector transparency and accountability principles, all committee members and staff who are, or have in the last three years, been a board member, committee member, executive member or life member of an association applying for funds, shall disqualify themselves from all aspects of the consideration process from receipt of application through to consideration at the Community Grants Program Committee.</p> <p>In my mind, an individual's perception of bias varies amongst different individuals in our community.</p> <p>I would like to ask what the assessment process was, and the details of the sequence of events that led to the decision to allow life members of an association applying for funds, to be allowed to vote on grants for those same associations that they are life members of.</p> <p><i>The Mayor took the question on notice.</i></p> <p><b>6:37pm There being no further questions the Mayor closed Public Question Time.</b></p> |   |
| <b>5.</b> | <b>Applications for Leave of Absence</b>   |   |
|           | Nil  |   |
| <b>6.</b> | <b>Confirmation of Minutes of the Previous Meeting</b>   |   |
|           | <p><b>Moved Cr Whitfield, seconded Cr Stewart:</b></p> <p>That Council <b>CONFIRMS</b> the Minutes of the Ordinary Council meeting held on 24 November 2020, as a true and accurate record.</p> <p style="text-align: right;"><b>Carried – 11/0</b></p>  |   |
| <b>7.</b> | <b>Matters Arising from Minutes of Previous Meeting</b>  |   |
|           | Nil  |   |
| <b>8.</b> | <b>Announcement by the Presiding Person without Discussion</b>   |   |
|           | <p><b>6:38pm</b> The Mayor 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 Council meeting.</p>   |   |
| <b>9.</b> | <b>Declarations of Members and Officers Interests</b>  |   |
|           | <p><b>9.1 Item CD-028/20</b></p> <p>Councillor:</p> <p>Type of Interest:</p> <p>Nature of Interest:</p> <p>Extent of Interest:</p>   | <p><b>Rockingham Long Table Lunch on the Beach 2021 – Request for Iconic Event funding</b></p> <p>Cr Hayley Edwards</p> <p>Impartiality</p> <p>Cr Edwards' partner is a Director of Shelford Pty Ltd who are financial members of the Rockingham Kwinana Chamber of Commerce.</p> <p>Not Applicable</p> |

|            |  |
|------------|--|
|            | <p><b>9.2 Item CD-028/20 Rockingham Long Table Lunch on the Beach 2021 – Request for Iconic Event funding</b></p> <p>Councillor: Cr Barry Sammels, Mayor</p> <p>Type of Interest: Impartiality</p> <p>Nature of Interest: Cr Sammels is a life member of the Rockingham Kwinana Chamber of Commerce.</p> <p>Extent of Interest: Not Applicable</p> <p><b>6:38pm The Mayor noted the interests declared in Item 9.1 and 9.2 and asked if there were any further interests to declare.</b></p> <p><b>9.3 Item GM-030/20 Chief Executive Officer Performance and Personal Development Review for 2021</b></p> <p>Officer: Mr Michael Parker, Chief Executive Officer</p> <p>Type of Interest: Impartiality</p> <p>Nature of Interest: The item deals with the appointment of an independent consultant to undertake the CEO performance review process in 2021.</p> <p>Extent of Interest: Not Applicable</p> <p><b>The Mayor noted there were no further interests declared.</b></p> |
| <b>10.</b> | <b>Petitions/Deputations/Presentations/Submissions</b>   |
|            | <p><b>10.1 Cr Buchan - Petition opposed to Primary School site in Port Kennedy</b></p> <p>Cr Buchan advised that she was in receipt of a petition of 70 signatures addressed to the State Legislative Council objecting to the WAPC recommendation to site a Primary School on Morfontaine Parade, Port Kennedy.</p>   |
| <b>11.</b> | <b>Matters for which the Meeting may be Closed</b>   |
|            | <p><b>6:39pm</b> The Mayor advised in accordance with section 5.23(2) (a) and (c) of the Local Government Act 1995 – if there are any questions or debate on Confidential Item GM-030/20 – Chief Executive Officer Performance and Personal Development Review for 2021, then the Council will need to defer the matter for consideration at Agenda Item 23 - Matters Behind Closed Doors.</p> <p>There were no questions or request for debate.</p>   |


**Human Resource Development**

**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)(a) and (c) of the Act

| General Management Services<br>Human Resource Development |   |  |
|---|---|---|
| <b>Reference No &amp; Subject:</b>                        | <b>GM-030/20</b>  | <b>Chief Executive Officer Performance and Personal Development Review for 2021</b> |
| File No:  | PSL/2287  |   |
| Proponent/s:  |   |   |
| Author:   | Mr Vince Ritorto, Manager Human Resource Development  |   |
| Other Contributors:                                       |   |   |
| Date of Council Meeting:                                  | 15 December 2020  |   |
| Previously before Council:                                |   |   |
| Disclosure of Interest:                                   |   |   |
| Nature of Council's Role in this Matter:                  | Executive   |   |
| Site:   |   |   |
| Lot Area:   |   |   |
| Attachments:  | Independent Reviewer Proposal<br>Confidential Attachment as per Section 5.95 of the Local Government Act 1995 |   |
| Maps/Diagrams:  |   |   |

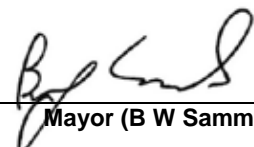
**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council **APPOINTS** Mr John Phillips of John Phillips Consulting as the independent reviewer to undertake the CEO Performance Assessment in 2021 in accordance with the submitted proposal.

Confirmed at a Council meeting held  
on Wednesday 27 January 2021

  
\_\_\_\_\_  
Mayor (B W Sammels)

### Council Resolution

**Moved Cr Whitfield, seconded Cr Hamblin:**

That Council **APPOINTS** Mr John Phillips of John Phillips Consulting as the independent reviewer to undertake the CEO Performance Assessment in 2021 in accordance with the submitted proposal.

**Carried – 11/0**

### The Council's Reason for Varying the Committee's Recommendation

Not Applicable

|            |  |           |  |           |  |           |   |           |  |
|------------|--|-----------|--|-----------|--|-----------|---|-----------|--|
| <b>12.</b> | <b>Receipt of Minutes of Committees</b>  |           |  |           |  |           |   |           |  |
|            | <p><b>Moved Cr Stewart, seconded Cr Buchanan:</b></p> <p>That Council <b>RECEIVES and CONSIDERS</b> the minutes of the:</p> <ol style="list-style-type: none"><li>1. Planning and Engineering Services Committee meeting held on 7 December 2020; and</li><li>2. Corporate and Community Development Committee meeting held on 8 December 2020.</li></ol> <p style="text-align: right;"><b>Carried – 11/0</b></p>  |           |  |           |  |           |   |           |  |
| <b>13.</b> | <b>Officers Reports and Recommendations of Committees</b>  |           |  |           |  |           |   |           |  |
|            | <p><b>Method of Dealing with Agenda Business</b></p> <p>The Mayor advised the meeting that with the exception of the items identified to be withdrawn for discussion that the remaining reports committee recommendations would be adopted en bloc, ie all together.</p> <p><b>Withdrawn Items</b></p> <p>The following officer report items were withdrawn for discussion:</p> <table><tr><td>EP-023/20</td><td>Temporary Closure of La Seyne Crescent Car Park, Warnbro</td></tr><tr><td>EP-024/20</td><td>Delegated Authority - Federal Blackspot Project - Installation of Pre-deflections at the Intersection of Safety Bay Road and Nairn Drive, Baldivis (Absolute Majority)</td></tr><tr><td>CS-028/20</td><td>City Business Plan 2021/2022 to 2030/2031 (December 2020)</td></tr><tr><td>CD-028/20</td><td>Rockingham Long Table Lunch on the Beach 2021 – Request for Iconic Event funding</td></tr></table> | EP-023/20 | Temporary Closure of La Seyne Crescent Car Park, Warnbro | EP-024/20 | Delegated Authority - Federal Blackspot Project - Installation of Pre-deflections at the Intersection of Safety Bay Road and Nairn Drive, Baldivis (Absolute Majority) | CS-028/20 | City Business Plan 2021/2022 to 2030/2031 (December 2020) | CD-028/20 | Rockingham Long Table Lunch on the Beach 2021 – Request for Iconic Event funding |
| EP-023/20  | Temporary Closure of La Seyne Crescent Car Park, Warnbro   |           |  |           |  |           |   |           |  |
| EP-024/20  | Delegated Authority - Federal Blackspot Project - Installation of Pre-deflections at the Intersection of Safety Bay Road and Nairn Drive, Baldivis (Absolute Majority)   |           |  |           |  |           |   |           |  |
| CS-028/20  | City Business Plan 2021/2022 to 2030/2031 (December 2020)  |           |  |           |  |           |   |           |  |
| CD-028/20  | Rockingham Long Table Lunch on the Beach 2021 – Request for Iconic Event funding   |           |  |           |  |           |   |           |  |



## Planning and Engineering Services Committee

### Engineering and Parks Services Engineering Services



|  |  |   |
|--|--|---|
| <b>Reference No &amp; Subject:</b>       | <b>EP-023/20</b>   | <b>Temporary Closure of La Seyne Crescent Car Park, Warnbro</b> |
| File No:                                 | RDS/5-43   |   |
| Proponent/s:                             |  |   |
| Author:                                  | Mr Ryan Gibson, Coordinator Planning and Design  |   |
| Other Contributors:                      | Mr Manoj Barua, Manager Engineering Services   |   |
| Date of Committee Meeting:               | 7 December 2020  |   |
| Previously before Council:               | 17 December 2019 (EP-027/19)   |   |
| Disclosure of Interest:                  |  |   |
| Nature of Council's Role in this Matter: | Executive  |   |
| Site:                                    |  |   |
| Lot Area:                                |  |   |
| LA Zoning:                               |  |   |
| MRS Zoning:                              |  |   |
| Attachments:                             |  |   |
| Maps/Diagrams:                           | 1. La Seyne Crescent Car Park - Warnbro Foreshore<br>2. Existing Car Parks in Relation to La Seyne Crescent Car Park |   |

### Purpose of Report

For Council to consider continuing the temporary closure of the La Seyne Crescent car park in Warnbro until the 2022 summer period.

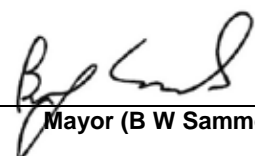
### Background

Council, at its meeting held 17 December 2019, considered report EP-027/19 - Car Park Closure - Warnbro Foreshore Reserve, La Seyne Crescent, Warnbro and resolved as follows:

*"That Council:*

- 1. DIRECTS the CEO to undertake a car park utilisation assessment and a community engagement on the proposed closure of La Seyne Crescent car park within the Warnbro Foreshore Reserve.*
- 2. DIRECTS the CEO to investigate brush/vegetation removal on La Seyne Crescent in proximity to the car park to allow for passive surveillance by security teams, policy and the local community."*

Confirmed at a Council meeting held  
on Wednesday 27 January 2021

  
Mayor (B W Sammels)

La Seyne Crescent car park is one of six coastal car parking facilities that services the Waikiki/Warnbro coastline, providing local beach and shared path access without impeding local residential streets. It contains 52 bays and is accessed off La Seyne Crescent.

La Seyne Crescent is a local access road in the City's Functional Road Hierarchy and performs the function of access to residential properties. The car park is connected to the beach and coastal shared path by a 200m long pathway. There is no lighting at the car park nor is it co-located with any other coastal facilities such as toilet block, active recreation area or coastal shower facilities.



#### 1. La Seyne Crescent Car Park - Warnbro Foreshore

The car park is set back from the beach in comparison to other coastal parking facilities in the area and it is obstructed by remnant coastal vegetation at the entrance to the car park. The concealed nature of the car park has attracted significant anti-social behaviour over a number of years including hooning behaviour, drug supply and use, dumping and the burning of stolen vehicles. One incident resulted in a bushfire that threatened a number of properties in the area.

La Seyne Crescent car park has been temporarily closed from 9 April 2020 due to the continuation of anti-social behaviour and still remains closed.

#### Details

The City has completed a car park utilisation study to determine the current usage of the facility and reviewed the City's records to determine if the level of anti-social behaviour is higher than surrounding coastal car park facilities.

To determine the parking impact of closing the facility on other coastal car parking facilities, two sets of traffic counts were completed at La Seyne Crescent car park as well as the closest two car parks St Malo Cove car park and St Ives Cove car park.



## 2. Existing Car Parks in Relation to La Seyne Crescent Car Park

The counts were completed in January 2020 and in October 2020. The January traffic count provided the baseline usage data and the October count was undertaken to determine the impact of the current La Seyne Crescent car park closure on surrounding car parks. A summary of the results are shown below:

|   | La Seyne<br>Crescent<br>(January<br>2020) | St Malo<br>Cove<br>(January<br>2020) | St Malo<br>Cove<br>(October<br>2020) | St Ives<br>Cove<br>(January<br>2020) | St Ives<br>Cove<br>(October<br>2020) |
|---|---|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| Number of available parking bays              | 52  | 20                                   | 20                                   | 11                                   | 11                                   |
| Average weekday usage (24 hour period)        | 27  | 47                                   | 30                                   | 71                                   | 63                                   |
| Peak weekday time and usage                   | 6 (12 pm)                                 | 13 (6pm)                             | 5 (6pm)                              | 10 (12pm)                            | 9 (5pm)                              |
| Average weekday night time usage (9pm to 5am) | 5   | 3                                    | 2                                    | 6                                    | 8                                    |
| Average weekend usage (24 hour period)        | 30  | 67                                   | 31                                   | 84                                   | 67                                   |
| Peak weekend time and usage                   | 4 (2pm)                                   | 9 (8am)                              | 5 (9am)                              | 11 (3pm)                             | 7 (12pm)                             |
| Average weekend night time usage (9pm to 5am) | 7   | 2                                    | 1                                    | 8                                    | 5                                    |



The traffic counts show that the temporary closure had minimal impact on parking demand at the surrounding car parks and future growth in car park use is not predicted to exceed supply. It is noted from the traffic counts that the night time use of the La Seyne Crescent car park is similar to other car parks in the vicinity.

The level of anti-social behaviour in the car park in the past three years is higher than the surrounding coastal car parking facilities, with 32 reported antisocial events occurring including burnt out cars, drug dealing and illegal dumping of rubbish.

In comparison, the surrounding beach car park facilities recorded:

- Cote D' Azur Gardens car park - 22 reported anti-social events
- St Ives Cove car park - 20 reported anti-social events
- Bayeux Crescent car park - 11 reported anti-social events
- Capella Pass car park - 8 reported anti-social events
- St Malo Cove car park - 7 reported anti-social events

Based on the above statistics, La Seyne Crescent car park does experience a higher number of anti-social events than the surrounding coastal car parking facilities. However, it is too early to determine whether the temporary closure of the car park is moving the antisocial behaviour to surrounding car parks. There are some anecdotal evidence that there is an increase in anti-social behaviour in other car parks in the area.

### Implications to Consider

#### a. Consultation with the Community

The community surrounding the La Seyne Crescent car park were requested to provide feedback via direct letter, social media posts and the City's website on the future of the car park. Two rounds of public consultation were completed regarding the closure of the La Seyne Crescent car park. The first round of consultation was discarded due to a data processing error, which resulted in the incorrect data being included in the initial consultation letter, which may have misled the community.

As part of the second round of consultation, the community was consulted from 28 July to 14 August 2020 and were asked:

- Frequency of use for the car park;
- Frequency of use for pedestrian/cyclist access;
- Whether they supported the permanent closure, night time closure or for the car park to remain open; and
- Whether they supported the closure or retention of the beach access track for pedestrians and cyclists.

The City received a total of 66 responses.

Overall, the permanent closure option was supported by approximately 47% (31) respondents, 26% (17 respondents) support night closure (retain day time use) and the remaining 27% (18 respondents) support keeping the car park open at all times. The majority of the respondents supported retention of a pedestrian, cyclist and emergency vehicle access.

Of the responses received, 34 responses never using the car park, seven using the car park daily, seven using the car park weekly, four using the car park once a fortnight and 14 using the car park once a month. Only 16 responses, however, noted that they never use the pedestrian access, with 16 responses using the pedestrian access daily, 13 using the pedestrian access weekly, four using the pedestrian access once a fortnight and 17 using the pedestrian access at least once a month.

Additionally, 60 of the responses noted that they would like to retain a pedestrian and cyclist access to the beach and five supported the closure of the pedestrian and cyclist beach access.

In addition to the above, 40 of the responses provided additional comments with 26 responses referencing antisocial behaviour, four comments raising concerns about the flow-on effects to other car parks in the area, five requesting additional lighting, pruning and CCTV rather than closing the car park and six comments objecting to the closure due to the small number of residents affected.

**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 3:** *Plan for Future Generations*

**Strategic Objective:** *Infrastructure Planning - Plan and develop community, sport and recreation facilities which meet the current and future needs of the City's growing population.*

**d. Policy**

Nil

**e. Financial**

There is no additional financial implication if the current temporary closure is continued. If Council decides to proceed with permanent closure the cost will be approximately \$115,000 for removing the asphalt while retaining a pedestrian and fire truck access. The works also need to be prioritised against other existing priorities in the Business Plan. Night time closure option will not have significant capital cost implication but will have significant ongoing operating cost implication, including locking and opening daily, maintenance and repair of gates and potential costs related to damage and/or vandalism of the gates and locks.

**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**

Based on the car park utilisation study and the community feedback, it is clear that some form of closure is broadly supported. Although the traffic counts undertaken to date indicate that the traffic and parking implications of the closure are minimal, the temporary closure has not been in place over a full summer period.

There is insufficient data available to determine whether the closure has/will move the antisocial behaviour issue to surrounding car parks, however, there is some anecdotal evidence in recent times that suggests such movement can occur. The City considers that more time is required to understand such impact so that an informed decision can be made.

Since the installation of the steel bollards across the car park access, there has been no antisocial behaviour recorded at the La Seyne Crescent car park and the City does not expect any antisocial behaviour to occur in the future. It is recommended that the bollards and plastic barriers remain in place for at least two summer periods to determine change in the level of antisocial behaviour in the area. A separate report is proposed to be presented to Council after the 2022 summer period, outlining the impact of the continuation of the temporary closure.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council **APPROVES** the continuation of temporary closure of La Seyne Crescent car park, Warnbro until the 2022 summer period.

### Committee Recommendation

That Council **APPROVES** the continuation of temporary closure of La Seyne Crescent car park, Warnbro until after the 2022 summer period.

Committee Voting (Carried) - 5/0

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

To clarify the duration of the temporary closure of La Seyne Crescent carpark.

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

Not Applicable

### Council Resolution

**Moved Cr Buchan, seconded Cr Jones:**

That Council **APPROVES** the continuation of temporary closure of La Seyne Crescent car park, Warnbro until after the 2022 summer period.

**Carried – 11/0**

### The Council's Reason for Varying the Committee's Recommendation

Not Applicable

## Engineering and Parks Services Engineering Services



|  |   |  |
|--|---|--|
| <b>Reference No &amp; Subject:</b>       | <b>EP-024/20</b>  | <b>Delegated Authority - Federal Blackspot Project - Installation of Pre-deflections at the Intersection of Safety Bay Road and Nairn Drive, Baldivis (<i>Absolute Majority</i>)</b> |
| File No:                                 | RDS/38  |  |
| Proponent/s:                             |   |  |
| Author:                                  | Mr Ryan Gibson, Coordinator Planning and Design           |  |
| Other Contributors:                      | Mr Manoj Barua, Manager Engineering Services              |  |
| Date of Committee Meeting:               | 7 December 2020   |  |
| Previously before Council:               |   |  |
| Disclosure of Interest:                  |   |  |
| Nature of Council's Role in this Matter: | Executive   |  |
| Site:                                    |   |  |
| Lot Area:                                |   |  |
| LA Zoning:                               |   |  |
| MRS Zoning:                              |   |  |
| Attachments:                             | Public Consultation Plan                                  |  |
| Maps/Diagrams:                           | Intersection of Nairn Drive and Safety Bay Road, Baldivis |  |

### Purpose of Report

For Council to delegate authority to the Chief Executive Officer (CEO) to award the contract for the construction of pre-deflections on the east and west approaches of the Safety Bay Road and Nairn Drive intersection.

### Background

The City completed a road safety audit on the intersection of Safety Bay Road and Nairn Drive due to high number of crashes that were occurring on the east and west approaches to the roundabout. The road safety audit recommended the installation of pre-deflections (chicanes) on the east and west approaches to reduce the speed of approaching vehicles and to reduce the number and severity of crashes that are occurring.



## Intersection of Nairn Drive and Safety Bay Road, Baldivis

Based on the recommendations of the road safety audit, the City applied for and received Federal Blackspot funding of \$508,050 to construct pre-deflections (chicanes) on the eastern and western approaches to the Safety Bay Road and Nairn Drive intersection. The project is fully funded by the Federal Government and a project is listed for construction in the City's 2020/2021 budget.

The City has completed detailed design of the project which is attached for information.

## Details

The construction of pre-deflections will impact on the operation of the traffic signals at the intersection of Safety Bay Road and Settlers Avenue located approximately 150m to the east of the Safety Bay Road and Nairn Drive intersection.

As Main Roads WA is responsible for the operation of all traffic signals in Western Australia, the City consulted it to seek approval to restrict traffic during the day through this intersection as part of the traffic management required for the project. Main Roads WA did not support any traffic restrictions during the day time on the Safety Bay Road and Settlers Avenue intersection due to the high traffic volumes and potentially increased congestion at the signalised intersection, however, did indicate its support for traffic restrictions at night.

As a result, the works are now planned to be completed at night which will increase the cost of the project from \$508,050 to \$680,000 and require the City to engage an external contractor to complete the civil construction works usually completed by the City's internal construction team.

The change in project cost will not result in any municipal funds being required, as the project is a Federal Blackspot Project which is fully funded by the Federal Government. Any changes to the overall cost of the project will, however, require Main Roads WA approval before the project can commence, as Main Roads WA administers the Federal Blackspot Program on behalf of the Federal Government. Any funding change requests for Federally funded Blackspot Projects usually takes approximately two to three months to receive an approval or rejection. As this project received a high score when being assessed for funding, the City is confident that the additional funding request is likely to be supported.



Due to the increased estimate construction cost, it is anticipated that the Tender value will exceed the CEO's delegated authority limit of \$500,000 to award Tenders. This would require a Tender award report to Council for approval.

The time required to undertake a Tender award report to Council would prevent the City from being able to complete the project within the timeframes outlined under the Federal Blackspot Grant agreement, as well as in the City's budget. Therefore it is proposed to delegate authority to the CEO to approve this project construction Tender.

### Implications to Consider

**a. Consultation with the Community**

The City will inform the surrounding residents regarding the night works once a specific starting date is known.

**b. Consultation with Government Agencies**

The City has consulted with Main Roads WA and will request additional funding through the Federal Blackspot Program to complete the works.

**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 3:** *Plan for Future Generations*

**Strategic Objective:** *Liveable Suburbs - Plan for attractive sustainable suburbs that provide housing diversity, quality public open spaces, walkways, amenities and facilities for the community.*

**d. Policy**

In accordance with the City's Purchasing Policy, for purchases above \$250,000, a public Tender process is to be conducted in accordance with the provision of section 3.57 of the Local Government Act 1995, and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11A(1).

The City's Delegated Authority Register, Delegation 1.6 Acceptance/Rejection of Tenders – For Supply and Goods of Services states the CEO can accept Tenders up to the value of \$500,000 (excluding GST).

**e. Financial**

\$508,050 is allocated for construction of the pre-deflections on the east and west approaches of the Safety Bay Road and Nairn Drive intersection in the 2020/2021 budget. An additional \$171,950 will be sought from Main Roads WA for delivering the project.

The delegated authority will only extend to the CEO awarding the contract if the tenders received are within \$680,000 and Main Roads WA approves the additional funding for the project. Since the project is 100% funded through the Blackspot Program it will not have any direct financial implication for the City.

**f. Legal and Statutory**

In accordance with section 3.57 of the Local Government Act 1995 – Tenders for providing goods or services and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11(1), Provision of goods and services:

*'Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250,000 unless sub regulation (2) states otherwise'.*

In accordance with section 5.42 of the Local Government Act 1995 - Delegation of some powers and duties to the CEO, by Absolute Majority:

*'A local government may delegate to the CEO the exercise of any of its powers or the discharge of any of its duties.'*

Under section 5.43 of the Local Government Act 1995 - Limits on delegations to the CEO, the Council can delegate authority to the CEO to accept a Tender, provided it does not exceed an amount determined by the Local Government.

**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 delegation of authority to the CEO to award the contract for the construction of pre-deflections on the east and west approaches of the Safety Bay Road and Nairn Drive Intersection is necessary to ensure the project is delivered within the timeframes outlined under the Federal Blackspot Grant agreement.

The City will seek additional Federal Blackspot funding through Main Roads WA to cover the increased project costs as a result of the works needing to be completed at night.

Council will be advised of the successful contractor and project updates through the Bulletin.

**Voting Requirements**

Absolute Majority

**Officer Recommendation**

That Council **DELEGATES** authority to the Chief Executive Officer to award or reject Tender submissions for construction of pre-deflections on the east and west approaches of the Safety Bay Road and Nairn Drive intersection up to the value of \$680,000.

**Committee Recommendation**

That Council **DELEGATES** authority to the Chief Executive Officer to award or reject Tender submissions for construction of pre-deflections on the east and west approaches of the Safety Bay Road and Nairn Drive intersection up to the value of \$680,000.

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

### Council Resolution

**Moved Cr Whitfield, seconded Cr Jones:**

That Council **DELEGATES** authority to the Chief Executive Officer to award or reject Tender submissions for construction of pre-deflections on the east and west approaches of the Safety Bay Road and Nairn Drive intersection up to the value of \$680,000.

**Carried by Absolute Majority – 11/0**

### The Council's Reason for Varying the Committee's Recommendation

Not Applicable

## Corporate and Community Development Committee

### Corporate Services Director and Support



|  |   |
|--|---|
| <b>Reference No &amp; Subject:</b>       | <b>CS-028/20</b> <b>City Business Plan 2021/2022 to 2030/2031 (December 2020)</b>   |
| File No:                                 | CPM/7-02  |
| Proponent/s:                             |   |
| Author:                                  | Mr John Pearson, Director Corporate Services  |
| Other Contributors:                      |   |
| Date of Committee Meeting:               | 8 December 2020   |
| Previously before Council:               | 17 December 2019 (CS-015/19 – City Business Plan 2019/2020 to 2028/2029)<br>19 May 2020 (CS-009/20 – City Business Plan 2020/2021 to 2029/2030) |
| Disclosure of Interest:                  |   |
| Nature of Council's Role in this Matter: | Executive   |
| Site:                                    |   |
| Lot Area:                                |   |
| Attachments:                             | City Business Plan 2021/2022 to 2030/2031 (December 2020)   |
| Maps/Diagrams:                           |   |

### Purpose of Report

The purpose of the report is to adopt the City Business Plan 2021/2022 to 2030/2031.

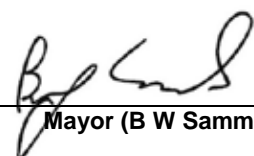
### Background

The City of Rockingham's Business Plan provides a 10-year financial overview of the City's operations. Pursuant to the Council Policy – Strategic Development Framework, the City's Business Plan must be reviewed and adopted by Council in December and May each financial year. The last version of the City Business Plan was adopted at the May 2020 Council meeting.

### Details

The December 2020 version of the City Business Plan is not prepared to meet the statutory requirements of the Local Government Act 1995. This occurs in the May 2020 edition.

Confirmed at a Council meeting held  
on Wednesday 27 January 2021

  
Mayor (B W Sammels)

The City Business Plan provides allocations of financial resources to ensure that the key strategic objectives of the City are achieved. It also ensures that resources exist to safeguard standard operating functions, and ensure funding allocations are provided so capital construction programs may occur.

It also provides an overview of the main community infrastructure projects. This is particularly relevant in local governments with rapidly growing populations such as the City of Rockingham. The table below provides information on proposed infrastructure construction over the next 10 years and is included in note 2.1 – page 15 of the Business Plan.

| Community Infrastructure Plan (CIP) Projects                             | Construction Start Year | CIP Figure   |
|--|-------------------------|--------------|
| Aqua Jetty Stage 2   | 2021/2022               | \$19,169,050 |
| Stan Twight Reserve Clubroom Extension                                   | 2022/2023               | \$3,333,000  |
| Baldivis Outdoor Recreation Space  | 2022/2023               | \$1,503,000  |
| Anniversary Park Master Plan   | 2024/2025               | \$2,831,000  |
| Rockingham Foreshore Activity Node                                       | 2025/2026               | \$2,581,000  |
| East Baldivis Recreation Reserve   | 2026/2027               | \$5,210,000  |
| Baldivis District Sporting Complex (outdoor courts and junior pavillion) | 2027/2028               | \$7,867,000  |
| Baldivis South Outdoor Courts  | 2028/2029               | \$1,181,000  |
| Secret Harbour Community Library   | 2028/2029               | \$1,218,000  |
| Rockingham Aquatic Centre Redevelopment                                  | 2028/2029               | \$13,598,000 |
| Waikiki/Warnbro Outdoor Recreation Space                                 | 2029/2030               | \$1,056,000  |
| Lark Hill Sportsplex Norther Expansion                                   | 2030/2031               | \$15,059,000 |
| Arpenteur Park Master Plan (Ant. 2032/2033)                              | 2032/2033               | \$3,129,000  |

Importantly the above table represents a start date only and should be read in context with the key assumptions contained in the Business Plan document and Community Infrastructure Plan (CIP). These dates may change depending on the accuracy of these assumptions.

**Key Assumptions:**

- All revenues and expenses from the Millar Road Landfill Facility have been quarantined and clearly indicated where included.
- The figures included within the plan are based upon present conditions, as well as projections based on current knowledge.
- Rate increases for the first two years of the plan need to be at least 2.2%, year three is 2.7% and the remainder at 2.4%. This is net of natural rate growth which is expected to be approximately 1.4%.
- The City of Rockingham is a minimum Financial Assistance Grant (FAGs) local government and receives FAGs in line with population growth. This is anticipated to grow in line with population and can be reasonably anticipated.
- Grants for major capital programs will be available on some occasions. With the exception of road grants, capital grants have been included where known and approved. Capital road grants have been averaged for the duration of the plan.

- Recurring grants have been calculated to increase in line with traditional annual increases.
- Contributions and reimbursements have been calculated to increase in at 1% per annum.
- City's fees and charges will be put before Council prior to budget adoption, with the majority of these expected to be increased by at least 1% per annum.
- Increases in the sanitation charges will be in line with expense requirements.
- Interest on investments of the City's "unrestricted funds" have been reduced from prior plans to reflect decreased interest rates. This will be reviewed in future plans. There will be variations to the interest earnings on each of the City's cash reserve accounts due to the fluctuations in the amounts transferred into and out of the respective reserve accounts. All interest related to cash reserves is earmarked to be deposited into the related reserve.
- State planning policies allow for local governments to collect revenue from "new" land parcels created within the City boundaries. The City has implemented a Developer Contribution Scheme and is collecting revenue for newly created land within the City boundaries. The City now has ten years of history related to contributions and the accuracy of population forecasts. Given the uncertainty associated with predicting the land development activity in recent years, careful attention needs to be kept on revenues received. Receipt values have been amended down in the short term to reflect decreased land activity but by the end of the Scheme, land development remains similar to prior year predictions.
- For all other income, allowances have been made for these to increase by approximately 1% per annum with the exception of landfill revenue which is likely to decline. This is related to the commencement of waste to energy facilities in proximity to Millar Road and the requirements being imposed on local government related to the state waste strategy.
- Employee costs are expected to increase moderately in the forthcoming years. This will need to be reviewed annually in line with staff number increases related to population growth. A 1.4% increase in the employee cost is directly related to population growth. The Business Plan also attempts to align with predictions made in the Team Plans related to approved staff changes. Years 2022 to 2024 see increases in staff numbers due to the opening of the Baldivis Indoor Recreation Centre and the expansion of the Aqua Jetty.
- Materials and contractors is an area where there can be large cost fluctuations depending upon what is planned. A base figure from prior years has been used and this has been increased annually. It is traditionally very difficult to predict.
- Utilities have been calculated to increase above inflation at 2 % per annum. Historically this has been difficult to estimate, particularly related to electricity costs. Unit rates for power have been known to increase in past years by much more than inflation.
- Insurances have been calculated to increase by 2% per annum. It is known that the current insurance market difficult and given recent natural disasters, costs are likely to increase.
- Transfers to and from reserves are to occur as per the separate Reserves Summary which is included in section 4 of this document. Cash reserves are a mixture of cash held by statutory requirement and by decision of Council. The ratio of this mixture will adjust year-in, year-out according to prevailing conditions.
- The details of loans projected to be repaid each year are shown on the Loans Summary which is included in section 4 of this document. Proposed borrowings are directly related to projects. The City has implemented a modified Gross Debt to Operating Revenue Ratio to measure suitable debt to be held on the balance sheet. This ratio for any given year should not exceed 45%. A Debt Servicing Ratio is also used which is not to exceed 8%.
- All opening balances remain at \$0 for the duration of the plan. This will adjust as budget reviews predict the opening balance for the annual budget.
- It is understood the Western Australian economy is currently performing well with anticipated state budget surpluses being forecast.

## 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 4:** *Deliver Quality Leadership and Business Expertise*

**Strategic Objective:** *Strategic and sustainable financial planning – Undertake long term resource planning and allocation, with prioritised spending on core services, infrastructure development and asset management.*

**d. Policy**

This plan has been prepared in accordance with Council Policy - Strategic Framework and discussed at the November 2020 and December 2020 Councillor Engagement Sessions.

**e. Financial**

Nil

**f. Legal and Statutory**

This version of the City Business Plan is not designed to comply with Regulation 19DA of the Local Government (Administration) Regulations 1996. This occurs in May each year, as noted earlier in this report.

Regulation 19DA requires a local government to prepare a corporate business plan covering a period of at least four financial years each financial year. The plan must contain priorities in line with the Strategic Community Plan, internal operations planning, resource management and other integrated matters relating to long term financial planning. Regulation 19DA(6) also requires Council to make a determination on the Business Plan via 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

This plan, similar to prior years, requires significant resources to be delivered for new community infrastructure in the coming decade, and keeps rate increases to a minimum. The COVID-19 pandemic has impacted traditional revenues on the City significantly, particularly rates income and fees and charges, however grants are much higher than predicted due to economic stimulus grants from the state government. This has been well received by the City and will be used effectively to deliver key community infrastructure.

Given the population growth of the City, the construction of new facilities to service the community needs to be matched with the replacement of existing assets and buildings. A balance between these goal areas is always difficult and catering for specific needs can vary between years. The full cost of any new item needs to be fully investigated and taken into account, with those costs projected across the years.

Millar Road Landfill continues to provide significant revenue to the City although this has reduced. Actions are occurring to ensure the landfill assists in providing a revenue stream to the City although this is likely to be at much lower rates than prior years. Ultimately the City needs to prepare itself for a time when extraordinary revenue from this facility does not exist. If this happens sooner rather than later, rate increases or alternate revenues would need to be found to cover the loss in income or reduce the program of construction of infrastructure delivery.

The City is currently facing some financial challenges. It is highly reliant on residential rate revenue and lacks diversity of rateable land uses when compared against similar local governments. Noticeably, the City currently lacks a significant rateable industrial precinct. It should be noted that the locality of East Rockingham will assist somewhat in correcting this situation over the next two decades. This plan also reviews expenditure to ensure increases are kept to a minimum.

Given the above, the City has limited capacity to finance new facilities without increasing rates above those predicted or finding alternate revenue sources. This may include debt but this needs to be linked to ongoing debt repayment implications.

Projects/masterplans including Rockingham Foreshore Revitalisation Stage 2, Karnup District Structure Plan infrastructure requirements, Safety Bay/Shoal Water foreshore redevelopment and coastal hazard reduction infrastructure are not funded in this plan.

Notwithstanding the above, a City Business Plan needs to be flexible enough to allow for changes that may arise. When such situations do arise, Council should be prepared to consider varying its forward plans as much as possible to take advantage of any changes. This said, it should be conditional upon any new projects (which may or may not involve grants) not significantly impinging upon the City's core goals and long term financial and non-financial objectives.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council **ADOPTS** the December 2020 City of Rockingham Business Plan 2021/2022 to 2030/2031.

### Committee Recommendation

That Council **ADOPTS** the December 2020 City of Rockingham Business Plan 2021/2022 to 2030/2031.

Committee Voting (Carried) – 3/2  
(Crs Buchanan and Cottam voted against)

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

Not Applicable

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

Not Applicable

### Alternate Motion

Cr Whitfield proposed the following Alternate Motion:

That Council **DEFERS** the adoption of the City Business Plan 2021/22 to 2030/2031 to the January 2021 Council meeting.



### Reason for Alternate Motion

In September 2019 the Council endorsed the Coastal Hazard Risk Management and Adaptation Plan (CHRMAP). This strategic planning document contains the potential coastal hazards that show that much of the city's coastline is potentially vulnerable to coastal hazards, particularly in the areas from Port Kennedy to Rockingham.

The sea is projected to rise by slightly less than 1 metre over the next 100 years and the CHRMAP is the strategic document that includes options to help tackle this issue.

There is no funding assigned to this important project.

At both the recent Councillor Engagement sessions on the Business plan I raised the lack of funding for the CHRMAP but, due to a full agenda, this item was not able to be included as an agenda item.

I have requested that this item be included on the next Engagement session agenda so that a detailed presentation and conversation can be had.

It is my hope that funding be included in the 2021/22 – 2030/31 business plan and deferring this allows for the possibility to occur.

### Implications for Alternate Motion

**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 4:** *Deliver Quality Leadership and Business Expertise*

**Strategic Objective:** *Strategic and sustainable financial planning – Undertake long-term resource planning and allocation, with prioritised spending on core services, infrastructure development and asset management.*

**d. Policy**

The Strategic Development Framework Policy requires the City Business Plan to be reviewed twice per year, with a formal briefing provided to Council prior to adoption. This requirement has been met. The Policy provides for the City Business Plan to be adopted in December. Should Council support Cr Whitfield's alternate motion, the City Business Plan will be tabled at the January Council Meeting for adoption.

**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

### Officer Comment

Cr Whitfield's alternate motion proposes to defer the adoption of the City Business Plan until the January 2021 Council meeting to allow time for an engagement session to occur with Councillors, specifically related to CHRMAP and how this matter may be financed. A special engagement session was organised at short notice for Tuesday 17 November 2020, however given Cr Whitfield inability to attend and his desire to participate in the CHRMAP discussion, the meeting was cancelled.

It is ideal for the Business Plan to be adopted at the December 2020 meeting as it provides clear instruction to officers on the strategic direction of the City. Given the impending Christmas vacation and commitments through January 2021, it is unlikely that an engagement session will be able to occur on CHRMAP as proposed by Cr Whitfield. On this basis, it is recommended that the Business Plan be deferred until February 2021 Council meeting to ensure there is enough time for consideration of CHRMAP prior to the Business Plan adoption.

It should be noted that officers will assume, for the purposes of planning, that the projects and revenue sources are anticipated as per the current draft City Business Plan tabled at the December 2020 meeting.

### Officer Recommendation

That Council **DEFERS** consideration of the City Business Plan 2021/22 to 2030/2031 until the February 2021 Council meeting.

### Council Resolution

**Moved Cr Whitfield, seconded Cr Hamblin:**

That Council **DEFERS** the adoption of the City Business Plan 2021/22 to 2030/2031 to the February 2021 Council meeting.

**Carried – 10/1**

#### Councillors having voted for the motion:

|              |            |
|--------------|------------|
| Cr Whitfield | Cr Hamblin |
| Cr Cottam    | Cr Jones   |
| Cr Buchan    | Cr Liley   |
| Cr Davies    | Cr Stewart |
| Cr Edwards   | Cr Sammels |

#### Councillors having voted against the motion:

Cr Buchanan

### The Council's Reason for Varying the Committee's Recommendation

Not Applicable

## Corporate Services Customer and Corporate Support



|   |   |
|---|---|
| <b>Reference No &amp; Subject:</b>              | <b>CS-029/20</b> <b>Council Policy – Records Management</b>   |
| <b>File No:</b>                                 | CPM/3-06  |
| <b>Proponent/s:</b>                             |   |
| <b>Author:</b>                                  | Mr Michael Yakas, Manager Customer and Corporate Support  |
| <b>Other Contributors:</b>                      |   |
| <b>Date of Committee Meeting:</b>               | 8 December 2020   |
| <b>Previously before Council:</b>               | 26 June 2007 (CES213/6/07– Records Management – Policy and Procedures for Councillors)<br>24 March 2020 (CS-005/20 – Council Policy – Records Management)<br>28 July 2020 (CS-018/20) – Council Policy – Records Management (Resubmitted) |
| <b>Disclosure of Interest:</b>                  |   |
| <b>Nature of Council's Role in this Matter:</b> | Executive   |
| <b>Site:</b>                                    |   |
| <b>Lot Area:</b>                                |   |
| <b>Attachments:</b>                             | Council Policy – Records Management (existing)  |
| <b>Maps/Diagrams:</b>                           |   |

### Purpose of Report

For Council to approve the revised Council Policy – Records Management for the purpose of public comment.

### Background

The State Records Act 2000 was proclaimed on 30 November 2001 and outlines the requirements of government for the keeping of government records.

In accordance with Section 19 of the State Records Act 2000 (the Act) each government organisation is to have a Record Keeping Plan that has been approved by the State Records Commission. The purpose of a government organisation's Record Keeping Plan is to set out the matters about which records are to be created by the organisation and how it will keep its records. The Record Keeping Plan is to provide an accurate reflection of the record keeping program within the organisation, including information regarding the organisation's record keeping system, disposal arrangements, policies, practices and processes. The City has had four Record Keeping Plans approved by the State Records Commission. The most recent Record Keeping Plan was approved on 7 December 2018 for a period of five years.

Council adopted its first Council Policy – Records Management – Policy and Procedures for Councillors on 26 June 2007. Minor amendments were made to this policy on 21 December 2017. The revised Council Policy – Records Management was presented to Council on 24 March 2020. Due to the impact of COVID-19 Council resolved:

*That Council **DEFERS** consideration of Agenda Items CS-005/20 Council Policy – Records Management.*

Once restrictions had eased the report was resubmitted to Council on 28 July 2020. At its meeting on 28 July 2020 Council resolved:

*That Council **DEFERS** consideration of item CS-018/20 Council Policy – Records Management (resubmitted) and include the matter for discussion at a Councillor Engagement Session.*

Elected Members Records Management training session was held on 3 November 2020. The training was facilitated by Ms Gail Murphy, Senior Consultant from Information Enterprises Australia Pty Ltd. Council Policy – Records Management was tabled for discussion at the Councillor Engagement Session on 1 December 2020.

### Details

The Record Keeping Plan is the primary means of providing evidence of compliance with the Act and the implementation of best practice record keeping within the organisation. In accordance with Section 17 of the Act, the City of Rockingham and its employees are legally required to comply with the contents of the Record Keeping Plan.

The State Records Commission Standard 1 – Government Record Keeping requires that government organisations ensure that records are created, managed and maintained over time and disposed of in accordance with the principles and standards issued by the State Records Commission. The State Records Commission Standard 2 – Record Keeping Plans comprises of six record keeping principles, each of which contains minimum compliance requirements. In accordance with State Records Commission Standard 2 Principle 2, government organisations are to ensure that record keeping programs are supported by policies and procedures.

To assist in achieving this, Council adopted its first Council Policy – Records Management on 26 June 2007, minor administrative amendments were made on 21 December 2017.

The revised Council Policy – Records Management has been developed to provide clear direction to City of Rockingham Councillors on maintaining complete and accurate recording of activities and decisions made in the course of their official duties. The revised policy clearly articulates Councillor record keeping obligations in order to meet their statutory requirements related to record keeping.

### Implications to Consider

**a. Consultation with the Community**

Nil at this stage. Should Council adopt the recommendations, the Policy will be publicly advertised for a minimum of 14 days pursuant to the Council Policy Framework.

**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 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**

In accordance with the Policy Framework all council policies must be reviewed at a minimum of once every three years. The existing Council Policy – Records Management was last reviewed in December 2017.

**e. Financial**

Nil

**f. Legal and Statutory**

In accordance with section 5.41(h) of the Local Government Act 1995, one of the CEO's responsibilities is to ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law. The Council Policy – Records Management has been written for Councillors in order for the CEO to meet the record keeping obligations as required by the Local Government Act 1995.

Section 3 (1)(a) of the State Records Act 2000 (the Act) defines a government organisation employee as a person who, whether or not an employee, alone or with others governs, controls or manages a government organisation. Therefore, Councillors are considered government employees for the purpose of the Act.

Local Government authorities are identified as government organisations under Schedule 1, Item 12 of the Act. When discharging functions of Council, Councillors are subject to the Act when they create or receive 'Government Records'.

In accordance with State Records Commission Standard 2 this Policy aligns with Principle 2 – Policies and Procedures, government organisations are to ensure that record keeping programs are supported by policies and procedures.

**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 existing policy includes procedural elements which do not fit into the current Council Policy Framework and is due for review.

The revised Council Policy has been streamlined and provides greater clarity around Councillor's requirements to keep accurate government records.

Councillor Records Management training is provided to elected members through the Councillor induction process to ensure Councillors are aware of their recordkeeping responsibilities. As stated previously, Elected Member Records Management training was provided on 3 November 2020 to ensure statutory requirements on all government records are understood.

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council **APPROVES** the revised Council Policy – Records Management for the purpose of public comment.

### Committee Recommendation

That Council **APPROVES** the revised Council Policy – Records Management for the purpose of public comment.

Committee Voting (Carried) – 4/1  
(Cr Cottam voted against)

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

Not Applicable

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

Not Applicable

### Council Resolution

**Moved Cr Stewart, seconded Cr Davies:**

That Council **APPROVES** the revised Council Policy – Records Management for the purpose of public comment.

## Council Policy - Records Management

### Council Policy Objective

To provide clear direction to City of Rockingham Councillors and the Chief Executive Officer on maintaining complete and accurate recording of activities and decisions made by Councillors in the course of their official duties.

### Council Policy Scope

Mayor and all Councillors when performing their roles pursuant to section 2.08 and 2.10 of the Local Government Act 1995.

### Council Policy Statement

Public Service Officers are bound by the State Records Act 2000 which establishes rules for best practice for recordkeeping within the West Australian Government. The State Records Act 2000 classifies Councillors as Public Officers.

The State Records Commission policy requires that any communications or transactions of local government elected members, which constitute evidence affecting the accountability of the Council and the discharge of its business, be created and retained.

#### Responsibility

The State Records Act 2000 requires Councillors to create and keep accurate government records of communications or transactions, which convey information relating to council business or functions undertaken in the course of their official duties for Council. This includes but is not limited to:

- Providing consent, permission, advice, instruction or recommendations
- All communications from ratepayers relating to local government business activity and functions (including social media)
- Making decisions, commitments or agreements binding for the Councillor or Council
- Drafts of documents for Council containing significant annotations or submitted for comment or approval by others
- Diaries of activities conducted on behalf of the local government
- Meetings, conversations, presentations and speeches about local government projects or business activities

- Correspondence received and sent relating to their work undertaken for Council.

Conversely, records which are created, sent or received by Councillors when they are not discharging functions of Council are not considered to be government records and as such do not need to be stored by the City.

Records that are not government records include (but are not limited to):

- Records relating to political or electoral issues e.g. lobbying for votes, supportive emails from members of the community regarding elections or political stances.
- Communications regarding matters of personal/general interest rather than Council interest
- Records relating to attendance at sports functions, church fetes, community functions when the Councillor is not representing Council.
- Personal records of councillors such as personal emails, character references for friends, nomination for awards, and letters to local newspapers that are not related to Council business.

#### Role of the Chief Executive Officer

The Chief Executive Officer is to:

- Maintain Executive Policies, procedures and systems to ensure Councillors compliance with records keeping legislation
- Induct Councillors adequately to understand their obligations.
- Ensure policy and security controls are in place to maintain relevant Councillor Government Records have restricted access.
- Ensure policy and security controls are in place which enable Councillor access to Government Records during normal business hours.

Councillors must use their Councillor email account (@rockingham.wa.gov.au) when performing their role as a Councillor. Electronic government records must be forwarded to [councillor.records@rockingham.wa.gov.au](mailto:councillor.records@rockingham.wa.gov.au) as an attachment to ensure they are recorded appropriately. Councillors are also required to forward hard copy government records to the Chief Executive Officer, or their approved delegate.

Councillors requesting to access records in relation to a matter of personal interest have the same rights as other members of the public.

#### **Definitions**

**Ephemeral record** - a Record which has no continuing value to the organisation, is only needed for a few hours or days and does not directly impact upon the decisions or operations of the organisation.

**Exempt record** - a Record which is part of publically available material held by the City for reference purposes only or a Record not created by the City that is part of the collection of a state collecting institution such as a library.

**Government record** - any Record that is, not an Exempt Record or Ephemeral Record, created or received by a government organisation employee or contractor in their course of work for the organisation.

**Record** - information relating to the activities undertaken by an organisation or employee, which are kept to provide evidence of such activity. The information can be created, received or maintained in any form ranging from writing, diagrams and images to electronically stored data.

#### **Legislation**

State Records Act 2000

Local Government Act 1995

#### **Other Relevant Policies/ Key Documents**

Nil



**Responsible Division**

Corporate Services

**Review Date**

December 2023

**Carried – 9/2**

**Councillors having voted for the motion:**

|            |             |
|------------|-------------|
| Cr Stewart | Cr Davies   |
| Cr Jones   | Cr Buchanan |
| Cr Edwards | Cr Liley    |
| Cr Sammels | Cr Stewart  |
| Cr Cottam  |             |

**Councillors having voted against the motion:**

|              |           |
|--------------|-----------|
| Cr Whitfield | Cr Buchan |
|--------------|-----------|

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

Not Applicable



## Community Development Economic Development and Tourism



|   |   |
|---|---|
| <b>Reference No &amp; Subject:</b>              | <b>CD-028/20</b><br><b>Rockingham Long Table Lunch on the Beach 2021 – Request for Iconic Event funding</b>   |
| <b>File No:</b>                                 | ECD/18-03   |
| <b>Proponent/s:</b>                             | Rockingham Kwinana Chamber of Commerce  |
| <b>Author:</b>                                  | Mr Scott Jarvis, Manager Economic Development and Tourism   |
| <b>Other Contributors:</b>                      | Mr Michael Holland, Director Community Development  |
| <b>Date of Committee Meeting:</b>               | 8 December 2020   |
| <b>Previously before Council:</b>               |   |
| <b>Disclosure of Interest:</b>                  | <p>Cr Hayley Edwards declared an Impartiality Interest in Item CD-028/20 Rockingham Long Table Lunch on the Beach 2021 – Request for Iconic Event funding, as detailed in Clause 3.3 of Council's Code of Conduct and Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007 and as per section 5.65 of the Local Government Act 1995, as her partner is a Director of Shelford Pty Ltd who are financial members of the Rockingham Kwinana Chamber of Commerce.</p> <p>Cr Barry Sammels, Mayor declared an Impartiality Interest in Item CD-028/20 Rockingham Long Table Lunch on the Beach 2021 – Request for Iconic Event funding, as detailed in Clause 3.3 of Council's Code of Conduct and Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007 and as per section 5.65 of the Local Government Act 1995, as he is a life member of the Rockingham Kwinana Chamber of Commerce.</p> |
| <b>Nature of Council's Role in this Matter:</b> | Executive   |
| <b>Site:</b>                                    |   |
| <b>Lot Area:</b>                                |   |
| <b>Attachments:</b>                             |   |
| <b>Maps/Diagrams:</b>                           |   |

### Purpose of Report

For Council to consider providing Iconic Event sponsorship funding to the Rockingham Kwinana Chamber of Commerce (RKCC) for the running of the 2021 Rockingham Long Table Lunch on the Beach (RLTLB), scheduled for Saturday 20 March 2021.

## Background

At the Council Meeting of 29 October 2019, Council approved funding to the RKCC (through the Community Grants Program) of \$20,000 for the 2020 RLTLB, held on 14 March 2020.

The acquittal for the 2020 RLTLB funding provided through the Community Grants Program showed a profit of \$1,882, which aligns closely to the 2021 RLTLB budget included in the Iconic Event application.

Council has previously supported the RLTLB by providing funding for previous events held in 2015 (\$12,000), 2016 (\$20,000), 2017 (\$20,000) and 2018 (\$20,000).

There was no RLTLB event in 2019 due to Rockingham Foreshore redevelopment.

## Details

The RLTLB is an event owned and run by the RKCC, the local peak industry body for business in the Rockingham / Kwinana region, based at the Gary Holland Community Centre in the City of Rockingham. The RKCC has planned, managed and run the past five RLTLB events, with assistance and support from local business owners and local volunteers.

The event has operated successfully from 2015 to 2020 inclusive. The 2020 RLTLB held on 14 March 2020 was the last major food and tourism event (500 people) to occur in Western Australia prior to COVID-19 restrictions coming into place, and was attended and supported by Premier Mark McGowan.

Since holding the inaugural event in March 2015, the RLTLB has consistently sold out of all allocated tickets each year. The RLTLB successfully showcases Rockingham's restaurateurs, local food and wine and Perth's only north facing beach, whilst extensively promoting the City's tagline 'where the coast comes to life'.

The purpose of the RLTLB is to provide a premium, iconic food event showcasing the Rockingham Foreshore precinct, local food producers and local businesses. The event was developed to brand Rockingham as a tourist destination and create an annual iconic event for the local community to view and attend with pride, along with attracting visitors from outside the region.

The 2020 RLTLB and Rockingham Beach Party shows the event attracted an estimated 1,100 people to the Rockingham foreshore over the course of the weekend, 500 to the RLTLB on the Saturday and 600 to the Rockingham Beach Party on the Sunday.

Data from postcode analysis from the 2020 RLTLB ticket sales indicates approximately 25% of attendees came from outside the City of Rockingham local government area.

The RLTLB aligns with the City's Strategic Community Plan, Tourism Destination Strategy and new Economic Development Strategy.

- 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".
- Tourism Destination Strategy 2019-2024 identified Events Activation (entertainment destination) as one of its six Key Strategic Objectives. Actions specified in the strategy which the RLTLB align with include: Support and promote third party events – Rockingham Beach Cup horse race, kitesurfing championship etc.; Activate small to medium activities at the foreshore and Encourage third parties to host iconic events.
- Economic Development Strategy 2020-2025 identified that iconic economic development and tourism events for the City bring outside visitation to the City, and create a unique Rockingham experience that profiles the Rockingham foreshore. This event supports tourism growth and economic development, as well as contributes meaningfully to changing the perception of Rockingham. Action Item 7.1.2.6 of the strategy specifies, "Allocate annual dedicated funding for Iconic Events which promote economic development and tourism development outcomes".

Funding for this event is proposed to be allocated from the Economic Development and Tourism – Iconic Events Sponsorship budget, and not from the Community Grants Program as in previous years. This aligns with the strategy outcomes and actions outlined above from the Economic Development Strategy 2020-2025 and the Tourism Destination Strategy 2019-2024.

The impact of COVID-19 on international and interstate travel and the restrictions on state borders has resulted in West Australians being encouraged to explore their own backyard, support local businesses, buy local, and “Rediscover Rockingham”.

The 2021 RLTLB provides a unique economic and tourism marketing opportunity for the City, as this could be one of the first large food events to take place in WA coming into COVID-19 Phase 5 restrictions, providing an opportunity to leverage additional media support and coverage for this iconic event.

The RKCC submitted a proposal to the City on 5 November 2020, seeking a financial commitment of \$25,000 for infrastructure for the 2021 RLTLB, including the marquee (the main temporary infrastructure component of the event), without which the event could not occur on the beach.

The funding proposal for 2021 includes allocations for infrastructure, entertainment, food and beverage and marketing of the event.

Infrastructure for the RLTLB will be also be utilised for an additional event on the following day, that attracts a further 600 guests to the “Rockingham Beach Party”. This event is targeted at a younger demographic and has set ticketing prices accordingly (\$35p/p). This more laid-back event is another celebration of Rockingham’s exceptional beachfront and lifestyle, and is more affordable to a different target market.

According to the event organisers it is forecast that this event will run at a profit, with profits being reinvested into the Rockingham business community through a range of business events and activities organised by the RKCC throughout the year.

**2021 RLTLB Budget**

| INCOME              |   | Budget (\$)    |
|---------------------|---|----------------|
| Ticket Sales        | 400 x \$175 plus contra ticket sales                            | 110,000        |
| Sponsorship         | Naming Rights, Cash, Food, Wine, Beer, Equipment Hire, Security | 61,500         |
| Iconic Event Grant  | City of Rockingham  | 25,000         |
| Auction             | Auction   | 40,000         |
| Raffle              | Raffle  | 5,000          |
| Other               | Various   | 5,000          |
| <b>Total Income</b> |   | <b>246,500</b> |

| EXPENSES              |  | Budget (\$)    |
|-----------------------|--|----------------|
| Infrastructure        | Marquees, Kitchen Equipment, Generators & Electrical, Toilets, Incidental setup costs                | 51,250         |
| Entertainment         | Band /DJ Package, Stage Hire, PA Hire, Auctioneer<br>MC, Entertainment/Marketing/Design/Printing     | 29,250         |
| Food & Beverage       | Food and Beverage, Styling, Consumables  | 78,462         |
| Marketing             | Printing, Media, Memorabilia   | 14,600         |
| General Incidentals   | Insurance, Merchant Fees, Administration, Cleaning, Security/First Aid, Licenses<br>Auction Reserves | 63,056         |
| Charity Donation      | Donation   | 10,000         |
| <b>Total Expenses</b> |  | <b>246,618</b> |

It is estimated that a minimum of 75% of all the goods and services utilised for the RLTLB are sourced from local suppliers, with the only costs outsourced to businesses outside the Rockingham region for components not being available locally.

The RKCC submission and procurement scheduling has been structured to provide financial protections given the current COVID-19 restrictions.

The submission specifies that should the announcement that "WA is moving to Phase 5 COVID-19 restrictions not be made by 31 January 2021, the 2021 RLTLB event will be cancelled." If event is cancelled prior to 1 February 2021, no funding will be payable by the City.

All decisions on the scheduling and cancellation of the event will be made in full consultation with the City.

The RLTLB is considered an iconic event, as it is the only long table lunch on the beach in the Perth Metropolitan area. The only other annual long table lunch on the beach event held in WA is in Broome. The RLTLB is an established event that demonstrates a direct economic stimulus to the Rockingham regional economy, tourism destination marketing and promotional opportunities for the Rockingham region.

#### ***RLTLB 2020 - Economic Benefits***

- Attracted 500 attendees.
- Injected an amount of an additional \$178,000 spend into the local economy, without factoring in the Rockingham Beach Party held on the Sunday, or overnight accommodation and other expenditure made into the local economy by the 1,100 attendees to the two events over the weekend.
- Increased marketing of Rockingham across local, state, national and international platforms promoting Rockingham as a desirable and attractive tourism destination.
- Direct economic benefits for local foreshore and supporting businesses.
- Increase of visitors converting to expenditure, accommodation and retail.
- Improved profile and marketability of the City for investment and residential purposes.
- Promotion of the City of Rockingham as an iconic tourism and food destination.

The 2020 RLTLB delivered a return on investment (ROI) of 10.4 to 1.0, meaning that for every dollar of funding (\$20,000) provided by the City, there was \$10.40 of expenditure.

### **RLTLB 2020 – Social / Community Benefits**

- 25 volunteers will assist in lead up to the event, and 45 volunteers on the day of the event.
- Increased interaction and promotion between local community members, not-for-profit groups, business bodies for the betterment of the City.
- Increase of visitors providing increased employment opportunities in the hospitality sector.
- Engagement of local charitable group and engagement of in the region.
- Activation and engagement of a focal point of the City provides community members with pride and ownership of the region for residents.

### **2021 Event Impact Modelling**

An Event Impact Modelling Analysis has been conducted by City officers based on the 2021 budget provided in the funding submission. On the assumption that 500 guests spend a minimum of \$175 (ticket price), the economic impact to the local economy is shown below. Note: This does not include hotel accommodation spend or other retail/food and beverage spend by guests during the event.

*Note: Previous funding submission provided anecdotal evidence that between 100-200 people spend 2-3 nights accommodation in the Rockingham region as part of the RLTLB event. However, it is difficult to confirm the veracity of this proposition, without data being collected by the RKCC from guests who attend the event by a pre or post event survey.*

| <b>RKCC Rockingham Long Table Lunch on the Beach - Modelling the effect of \$87,500 from a business event with local significance</b> |                    |                         |                                |
|---|--------------------|-------------------------|--------------------------------|
|   | <b>Output (\$)</b> | <b>Value-added (\$)</b> | <b>Employment (annual FTE)</b> |
| Direct impact   | 79,625             | 37,869                  | 1.0                            |
| Industrial impact   | 28,564             | 10,979                  | 0.1                            |
| Consumption impact  | 30,983             | 12,798                  | 0.1                            |
| <b>Total impact on City of Rockingham economy</b>   | <b>139,173</b>     | <b>61,646</b>           | <b>1.2</b>                     |

Source: [National Institute of Economic and Industry Research \(NIEIR\)](#) ©2019.

Compiled and presented in economy.id. Note: All \$ values are expressed in 2016/17 base year dollar terms.

The combination of all direct, industrial and consumption effects would result in total estimated rise in output of \$139,173 in the City economy.

Value added by industry represents the industry component of Gross Regional Product (GRP). The impact on the City's total GRP as a result of staging this event is an estimated increase of \$61,646.

The combination of all direct, industrial and consumption effects would result in a total estimated increase of employment equivalent to 1.2 annual FTE jobs located in the City.

Given the overall economic, tourism, marketing and promotional opportunities this event provides for the City, it is recommended that the RLTLB should continue to ensure it further develops its profile iconic food and wine event on the Rockingham and WA Tourism Events Calendar.

It is recommended that funding be provided for 2021 RLTLB to ensure this iconic event has the opportunity to promote Rockingham as a unique and desirable location for West Australians to visit, as the City has a mandate to continue to grow and develop iconic events in the Rockingham region. This recommendation is contingent on State Government making an announcement by 31 January 2021 that WA will move Phase 5 COVID-19 restrictions before Saturday 20 March 2021.

### **Implications to Consider**

#### **a. Consultation with the Community**

Nil

**b. Consultation with Government Agencies**

Telephone conversation with Tourism Western Australia.

Destination Perth

**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**

Funds from the Economic Development and Tourism Iconic Events Sponsorship budget (\$300,000) will be used.

**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 State Government eased COVID-19 restrictions with the introduction of Phase Four on 27 June 2020. Data has indicated a marked increase in numbers of people and activity on the Rockingham foreshore and other key locations around the Rockingham region.

The State Government has continued to push back the date of moving to Phase Five restrictions.

With hard border restrictions eased to a managed border in WA from 14 November 2020, the 2021 RLTLB could be one of the first major food and wine events to run in Perth (and WA), which could give the City and the event the opportunity for a much higher media and promotional profile than normal.

It should be noted that some key events across WA have been cancelled in 2020 due COVID-19 restrictions including the WA Gourmet Escape, Rockingham Beach Cup, Busselton Ironman, Sculptures by the Sea, Perth Comedy Festival, Taste Great Southern, Groovin the Moo and the Mandurah Crabfest.

The RKCC has demonstrated strong evidence of being able to successfully deliver this event (which links to the City's Tourism and Economic Development aspirations), having successfully run RLTLB since 2015, although there was a gap in 2019 due to the Foreshore Revitalisation project.

This event has consistently sold out every year, and recent events have been capped at 500 guests / tickets.

There are short and long-term community and economic benefits that can be realistically achieved. The RKCC has achieved support of sponsors, stakeholders, community networks and volunteers to provide this event in 2021. This event will assist in promoting a positive image of Rockingham to a

wider audience through the various media outlets, informing what Rockingham has to offer those that visit the vibrant coastal area; promoting Rockingham for potential investment opportunities and as a desirable location for visitors.

Each previous year RKCC has donated the \$10,000 profit to a local charity supporting the Rockingham community. Previous recipients include The Christians Read Equipped and Willing Inc., Salvation Army - Rockingham branch and SOUL Soup Patrol Inc. These organisations provide assistance to low income families, homeless and the elderly. RKCC has advised that all funds received in profit (above the \$10,000 donation to a charity organization) will be utilised for the continued services of the RKCC and economic development of the Rockingham and Kwinana business community.

This event provides the City with an opportunity for marketing and promotion of the Rockingham Region to be linked and included in all marketing and promotion for this event, which includes but not limited to local newspapers, social media, radio advertising, TV segment (Destination WA) aired nationally and also available online. The City will also be promoted as a RLTLB major sponsor on all promotional and marketing materials produced for the event, and at the event itself.

As a major sponsor, the City would be granted permission to use the professional event photography, which is a significant positioning advantage when marketing Rockingham to the intrastate and interstate (and international borders are reopened) markets. Photographs of people enjoying a feast of locally sourced produce while on the beachfront are used in various marketing materials promoting the West Coast to the world, by organisations like Tourism WA and Destination Perth. Photographs taken at the RLTLB will be able to be provided to be considered for these marketing opportunities.

Sponsorship of this event, which takes place in March, also strategically aligns with the City's summer tourism destination marketing campaign, "Rediscover Summer, Rediscover Rockingham".

A significant milestone date where the City can agree with RKCC to cancel the event is 31 January 2021. The RKCC has proposed that if the State Government does not make an announcement by 31 January 2021 that WA will move Phase 5 Covid-19 restrictions before Saturday 20 March, the event will be cancelled, and no funding will be required from the City.

Therefore, it is recommended to support the request from the RKCC and provide an allocation of \$25,000 for the 2021 RLTLB.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council **APPROVES** funding of \$25,000 from the Economic Development and Tourism Iconic Events Sponsorship budget to the Rockingham Kwinana Chamber of Commerce - 2021 Rockingham Long Table Lunch on the Beach.

### Committee Recommendation

That Council **APPROVES** funding of \$25,000 from the Economic Development and Tourism Iconic Events Sponsorship budget to the Rockingham Kwinana Chamber of Commerce - 2021 Rockingham Long Table Lunch on the Beach.

Committee Voting (Lost) – 2/3

(Crs Cottam, Stewart and Buchanan voted against)

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

Not Applicable

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

Not Applicable



### Alternate Motion

Cr Whitfield proposed the following Alternate Motion:

That Council **APPROVES** funding of \$10,000 from the Economic Development and Tourism Iconic Events Sponsorship budget to the Rockingham Kwinana Chamber of Commerce – 2021 Rockingham Long Table Lunch on the Beach.

### Reason for Alternate Motion

1. There was a special community grants meeting called in November 2018 as the funding decision for the 2019 long table lunch was deferred as the RKCC had not provided all of the relevant info. In that report it clearly says -

The City funded the inaugural Long Table Lunch event in 2015 for an amount of \$12,000. To enable the event to grow and become established, the City subsequently funded the event through a Major Event Sponsorship for an amount of \$20,000 each year for three years (2016; 2017; 2018). **Officers believe the event is now well-established, attracting other sponsorship and being delivered through a financially sustainable organisation.** While the event provides economic and community benefits as outlined previously, a sponsorship contribution from the City of \$12,150 each year for three years is considered fair and reasonable. The officers believed that higher sums were not necessary.

2. The officers report before us clearly states that **"Since 2015 the RLTLB has consistently sold out of all allocated tickets each year"** however I received correspondence from the CEO of the RKCC which states that 'Following a financial review the RLTL in 2020 actually lost money due to lower than expected ticket sales' This is not a consistently sold out event and whilst this is no doubt a fantastically well run event the information on which we base our decisions, namely the report, for whatever reason may not be 100% accurate. The correct information may not have been provided or it could have been interpreted differently. However we need accurate information upon which to base our decisions. We are being asked to support a 'sold out iconic event' that does not appear to actually sell out.
3. For the 2019 event the RKCC's cash contribution towards the event was \$21,000, the 2020 event had a cash contribution of \$19,000 but this current application has not listed any cash contribution from the organisation. This organisation has a strong paying membership base and should be making a cash contribution towards this event.
4. In the grant application for the 2020 event the RKCC projected a \$29,900 profit but actually lost money due to lower than expected ticket sales according to the email from the RKCC. This was not reflected at all in the report, in fact the opposite where the officers report clearly shows that 'the acquittal for the 2020 RLTLB funding provided through the community grants program showed a profit of \$1,882'. Again we base our decisions on the information given in reports and that information, for whatever reason may not be 100% accurate. The correct information may not have been provided or it could have been interpreted differently.
5. We are being led to believe that the long table lunch is growing in popularity as an iconic event. The economic figures do not back that up.

For the 2019 Long table lunch (that did not go ahead) the projected total expenditure was \$279,600 and income of \$289,600

For the 2020 Long table lunch the projected total expenditure was \$298,900 and the income was \$328,000

For the 2021 long table lunch the scale and budgets are decreasing. Total expenditure is projected to be \$246,618 (\$52,000 less than previous year) and a projected income of \$246,500 which is \$81,000 less than the previous year. We are being asked to support a sold out iconic event that is not able to be self-sufficient and after 5 years of funding the event should be approaching a degree of stability. At a time when the event is going to cost \$52,000 less to put on the organisers are asking for more money than ever before, and the officers are supportive and this does not seem equitable.



6. In the officers report it is stated that the combination of all direct, industrial and consumption effects related to this event would result in a total estimated rise in output of \$139,173 in the City economy. This figure is significantly dwarfed by other events that take part in the City for which sums of \$20,000 have been sought.

Example one - The cruising yacht club applied for \$20,000 to host the 2021 Formula 18 catamaran world championships. This annual event was held in Spain in 2019, Italy in 2020 and this unique event has not been held in Australia since 2007.

The combination of all direct, industrial and consumption effects related to this event would result in an output of \$1.53m in the Rockingham economy.

Example two - The Rockingham BMX Club applied for \$18,000 to host the 2020 BMX WA State championships. There are 20 clubs in WA with 2587 members. This is a four day event with 1200 people expected to attend. The combination of all direct, industrial and consumption effects related to this event would result in an output of \$1.54m in the Rockingham economy.

Example three - The Australian skateboarding federation applied for \$20,000 of funding to hold the 4 day WA skateboarding championships. Events are free to the community and approximately 2000 people will attend and there will be 500 overnight stays. The combination of all direct, industrial and consumption effects related to this event would result in an output of \$1.26m in the Rockingham economy.

We have to go off the application, \$1.53m, \$1.54m, \$1.26m towards the Rockingham economy from the previous three examples I have mentioned versus the \$139,173 for the long table lunch application does not make economic sense, nor consistency to give a similar amount (\$25,000) when the financial contribution to the City as a whole is nowhere near the levels for the other events.

7. There are more questions than answers and I strongly believe that there needs to be more rigour around future reports for funding requests.

However what cannot be disputed is that this Council is supportive of events and supportive of the business community and the long table lunch has the potential to grow into an iconic event given time. This event should not be reliant on ratepayers to succeed, equally though it is my belief that this event may struggle to proceed in 2021 without a financial contribution. This \$10,000 is a fair compromise and, based upon the financial modelling, provides an even greater return on investment.

2019 figures

Total cost of project is \$279,600 with contributions of \$198,500 (\$21,000 cash, \$22,500 sponsorship, \$110,000 ticket sales and \$45,000 raffles/auction) and \$71,100 in-kind. The RKCC is seeking funding of \$20,000 for three years towards the Rockingham Long Table Lunch on the Beach.

| Items Expenditure   | Total Expenditure \$ |
|---|----------------------|
| <b>Infrastructure</b><br>Marquee/Fencing \$26,500<br>Portable Toilets \$1,400<br>Electrician \$2,500<br>Table/Chairs \$5,000<br>Security/First Aid \$6,000  | 41,400               |
| <b>Entertainment</b><br>Stage/Sound Equipment \$4,500<br>MC/Auctioneer \$1,000<br>Band/DJ/Performers \$5,000  | 10,500               |
| <b>Catering</b><br>Food \$53,000<br>Beverages \$12,000  | 65,000               |
| <b>Styling/Decoration</b><br>Themed Styling   | 28,000               |
| <b>Marketing/Promotional</b><br>Media – TV \$5,500<br>Media – Digital \$500<br>Promotional Items \$5,000  | 11,000               |
| <b>Other</b><br>Local Charity Beneficiary \$10,000<br>Venue Hire \$900<br>Cleaning/Site Works \$7,500<br>Licence/Applications \$1,200<br>Banking/Ticketing Fees \$2,500<br>Auction Items/Raffles Items \$30,500 | 52,600               |
| <b>SUB TOTAL EXPENDITURE</b>  | <b>208,500</b>       |
| In-Kind   | 71,100               |
| <b>TOTAL EXPENDITURE</b>  | <b>279,600</b>       |

| Items Income   | Total Income \$ |
|--|-----------------|
| Organisation's Cash Contribution   | 21,000          |
| <b>Requested Grant:</b><br>Infrastructure-Marquee  | <b>20,000</b>   |
| Sponsorship  | 22,500          |
| Ticket Sales<br>(VIP Publicx214tickets; GA Publicx216; VIP Comp50; VIP GAx20tickets allocated) | 110,000         |
| Raffles/Auctions   | 45,000          |
| <b>SUB TOTAL INCOME</b>  | <b>218,500</b>  |
| In-Kind  | 71,000          |
| <b>TOTAL INCOME</b>  | <b>289,600</b>  |

2020 budget figures

| Items Expenditure   | Total Expenditure \$ | Items Income  | Total Income \$ |
|---|----------------------|---|-----------------|
| Catering – Food & Beverages   | 75,000               | Organisation's Cash Contribution                                    | 19,000          |
| Temporary infrastructure - marquee/fencing 26,500; toilets 1400; electrician 2500; tables/chairs 5000; security/first aid 6000                                | 41,400               | <b>Requested Grant:</b><br>Contribution to temporary Infrastructure | 20,000          |
| Entertainment – Stage/sound equipment 4500; entertainment 10,000  | 14,500               | Donations (prizes/giveaways)  | 6,000           |
| Styling/decorations   | 28,000               | Sponsorship   | 35,000          |
| Marketing/advertising   | 12,000               | Other grants/funding (raffles/auction)                              | 65,000          |
| Charity donation  | 10,000               | Ticket sales – 440 @ \$250  | 110,000         |
| Other – venue hire 1000; site works/cleaning 7,500; licences/applications 1200; ticketing fee's 2500; auctions/raffle items 30,500; power/fuel/transport 1500 | 44,200               | <b>SUB TOTAL INCOME</b>   | <b>255,000</b>  |
| <b>SUB TOTAL EXPENDITURE</b>  | <b>225,100</b>       | In-Kind   | 73,800          |
| In-Kind   | 73,800               | <b>TOTAL INCOME</b>   | <b>328,800</b>  |
| <b>TOTAL EXPENDITURE</b>  | <b>298,900</b>       |   |                 |

\* Anticipated profit of \$29,900 if all ticket sales/grant/sponsorship is achieved.

2021 budget figures

**2021 RLTLB Budget**

| INCOME              |   | Budget (\$)    |
|---------------------|---|----------------|
| Ticket Sales        | 400 x \$175 plus contra ticket sales                            | 110,000        |
| Sponsorship         | Naming Rights, Cash, Food, Wine, Beer, Equipment Hire, Security | 61,500         |
| Iconic Event Grant  | City of Rockingham  | 25,000         |
| Auction             | Auction   | 40,000         |
| Raffle              | Raffle  | 5,000          |
| Other               | Various   | 5,000          |
| <b>Total Income</b> |   | <b>246,500</b> |

| EXPENSES              |  | Budget (\$)    |
|-----------------------|--|----------------|
| Infrastructure        | Marquees, Kitchen Equipment, Generators & Electrical, Toilets, Incidental setup costs                | 51,250         |
| Entertainment         | Band /DJ Package, Stage Hire, PA Hire, Auctioneer<br>MC, Entertainment/Marketing/Design/Printing     | 29,250         |
| Food & Beverage       | Food and Beverage, Styling, Consumables  | 78,462         |
| Marketing             | Printing, Media, Memorabilia   | 14,600         |
| General Incidentals   | Insurance, Merchant Fees, Administration, Cleaning, Security/First Aid, Licenses<br>Auction Reserves | 63,056         |
| Charity Donation      | Donation   | 10,000         |
| <b>Total Expenses</b> |  | <b>246,618</b> |

### Implications for Alternate Motion

**a. Consultation with the Community**

Nil

**b. Consultation with Government Agencies**

Telephone conversation with Tourism Western Australia and Destination Perth regarding the RLTL

**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**

Funds from the Economic Development and Tourism Iconic Events Sponsorship budget (\$300,000) will be used.

**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

### Officer Comment

Cr Whitfield has raised valid concerns within his alternate motion. Officers have sought clarity on key information contained within the 2021 Long Table Lunch on the Beach (RLTLB) Iconic Event application and the 2020 Community Grant Program funding acquittal from the Rockingham Chamber of Commerce (RKCC) and the City has received correspondence from the CEO of the RKCC on Monday 14 December 2020 stating the following:

*"I have discovered today that I sent incorrect acquittal budget information for the 2020 event ...*

*I contacted ... today and assured her I would send the actuals asap from our recently audited finances.*

*My sincere apologies this was my error and was done at a time my key staff had resigned and the office was in under extreme pressure.*

*I mistakenly, without thinking, sent the figures for the current funding proposal instead of figures from our financial actuals.*

*The 2020 budget actuals will show a loss for the 2020 RLTL partly because of economic conditions at the time, the Covid 19 situation and also ticket prices.*

*I will provide the actuals for the councillors consideration tomorrow morning.*

*Even though the event was a loss for the RKCC, all key performance indicators for our sponsorship agreement were met, including:*

- CoR representative Councillor Hamblin spoke on behalf of the CoR and addressed all guests before the Premier opened the event*
- Destination WA filmed the event and Councillor Hamblin again spoke on behalf of CoR.*
- All branding, marketing and promotional KPI's were achieved.*

*The 2021 funding proposal budget is based on what we think we can achieve this year with improved economic conditions, and far lower ticket prices."*

Unfortunately, due to the administrative errors that have now been identified in both the 2021 RLTLB Iconic Event Funding application and the original 'overall' 2020 Community Grant Funding financial acquittal, the officers report includes discrepancies that don't align with the new information provided by the RKCC. Officers have presented the Council report based on the information as supplied by the RKCC.

The errors have now highlighted discrepancies between the original and updated acquittals provided by the RKCC for the 2020 event. The financial figures contained within the Officers report reflect a net profit of \$1882 made by the RKCC for the 2020, whereas the updated acquittal figures reflect a \$4,356 loss. The original acquittal indicated 500 attendees at the event for 2020, whereas the updated information from the RKCC indicates 380 attendees at the 2020 event.

The financial acquittal provided by the RKCC for the 2020 RLTLB did provide infrastructure invoices that aligned with the CGP funding requirement and fully acquitted Council's financial contribution of \$20,000 for infrastructure.

Whilst some of the information provided to the City is incorrect due to the administrative error of the RKCC, the fundamental concept of the RLTLB being an Iconic Economic Development and Tourism Destination event in Rockingham is still supported by Officer's.

For example, although ticket sales were down for the 2020 event due to COVID-19 issues in late February and early March 2020, and the very uncertain economic concerns of that time, the overall outcomes of the event align very clearly with both the City's Economic Development Strategy 2020-2025 and the Tourist Destination Strategy 2019-2024.

The RLTLB event provides the City with an opportunity for marketing and promotion of the Rockingham Region to be linked and included in all marketing and promotion for this event, which includes but not limited to local newspapers, social media, radio advertising, TV segment (Destination WA) aired nationally and also available online. This still strongly aligns with the recently redeveloped foreshore and Rediscover Rockingham tourism branding campaign launched in 2020.

The RLTLB event assists in promoting a positive image of Rockingham to a wider audience through the various media outlets, informing what Rockingham has to offer those that visit the vibrant coastal area; promoting Rockingham for potential investment opportunities and as a desirable location for visitors.

It is interesting to note that recently released tourism data confirms our region's popularity as a tourism destination is on the rise with the rest of WA.

New data released by Tourism Research Australia shows domestic day trips to the City increased by 33% over the past (2019/2020) financial year, increasing from 774,739 in 2018/2019, to 1,027,542 in 2019/2020.

With COVID-19 halting interstate and international travel for a significant portion of 2019/2020, events such as the RLTLB and the Rockingham Beach Cup assist with the overall tourism promotion and positive branding of the Rockingham region.

Unfortunately, due to the administrative error the new information provided by the RKCC is contradictory to the information contained in the officer's report therefore, it is appropriate for Council to consider all options at this time.

Officers believe there are three key options for Council to consider, including:

1. Council supports the existing officer recommendation of \$25,000 for the 2021 RLTLB.

2. Council supports the alternate motion as provided by Cr Whitfield
3. Council defer consideration of the 2021 RLTLB until the January 2021 Council meeting and seek an updated proposal from the RKCC so Officers can undertake a new report with accurate figures and information.

It makes sense for Council to defer their consideration of funding the event given the administrative error.

Given the tight timeframes, it is acknowledged by Officers that the deferral will place additional pressure on the RKCC to be able to plan and deliver the event on 20 March 2021. The RKCC has provided information in their original submission that stated "if the State Government does not make an announcement by 31 January 2021 that WA will move Phase 5 Covid-19 restrictions before Saturday 20 March, the event will be cancelled, and no funding will be required from the City."

Notwithstanding this, it is considered good governance for city officers to now seek an updated proposal from the RKCC that clearly articulates the most current and accurate information and budget for the 2021 event to bring back to Council for consideration in January 2021.

### Officer Recommendation

That Council **DEFERS** consideration of funding the 2021 Rockingham Kwinana Chamber of Commerce "Rockingham Long Table Lunch on the Beach" event until the January 2021 Council meeting.

### Council Resolution

#### Moved Cr Whitfield, seconded Cr Jones:

That Council **DEFERS** consideration of funding the 2021 Rockingham Kwinana Chamber of Commerce "Rockingham Long Table Lunch on the Beach" event until the January 2021 Council meeting.

**Motion Lost – 2/9**

#### Councillors having voted for the motion:

Cr Whitfield                      Cr Jones

#### Councillors having voted against the motion:

Cr Liley                      Cr Hamblin  
Cr Edwards                      Cr Cottam  
Cr Davies                      Cr Stewart  
Cr Buchan                      Cr Buchanan  
Cr Sammels

#### Moved Cr Liley, seconded Cr Hamblin:

That Council **APPROVES** funding of \$25,000 from the Economic Development and Tourism Iconic Events Sponsorship budget to the Rockingham Kwinana Chamber of Commerce - 2021 Rockingham Long Table Lunch on the Beach.

**Carried – 6/5**

#### Councillors having voted for the motion:

Cr Liley                      Cr Hamblin  
Cr Sammels                      Cr Edwards  
Cr Davies                      Cr Stewart

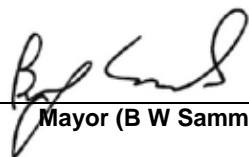
#### Councillors having voted against the motion:

Cr Whitfield                      Cr Jones  
Cr Cottam                      Cr Buchanan  
Cr Buchan

### The Council's Reason for Varying the Committee's Recommendation

The benefits to be derived for the City in providing funding to the event are proven and justify funding from the Economic Development and Tourism Iconic Event Sponsorship budget.

Confirmed at a Council meeting held  
on Wednesday 27 January 2021

  
Mayor (B W Sammels)

**Council Resolution – En bloc Resolution**

**Moved Cr Stewart, seconded Cr Buchanan:**

That the committee recommendations in relation to Agenda Items CD-029/20 and CD-030/20 be carried en bloc.

**Carried – 11/0**

| <b>Community Development<br/>Community Capacity Building</b> |   |
|--|---|
| <b>Reference No &amp; Subject:</b>                           | <b>CD-029/20      Continuation of the Tertiary Scholarship Scheme</b>             |
| File No:   | CSV/3360-08   |
| Proponent/s:   |   |
| Author:  | Ms Marta Makuch, Coordinator Recreation and Wellbeing                             |
| Other Contributors:  | Ms Julia Dick, Collaborative Manager Community Capacity Building                  |
| Date of Committee Meeting:                                   | Tuesday 8 December 2020   |
| Previously before Council:                                   | 21 October 2014 (CD-033/14), 23 May 2017 (CD-009/17),<br>25 July 2017 (CD-012/17) |
| Disclosure of Interest:                                      |   |
| Nature of Council's Role in this Matter:                     | Executive   |
| Site:  |   |
| Lot Area:  |   |
| Attachments:   |   |
| Maps/Diagrams:   |   |

**Purpose of Report**

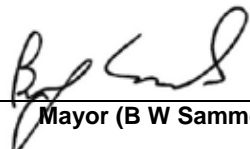
For Council to approve the continuation of the Tertiary Scholarship Scheme for the next three financial years (2021/2022 – 2023/2024).

**Background**

The Tertiary Scholarship Scheme (TSS) was developed to support the Rockingham community to complete tertiary education, after Murdoch University ceased all undergraduate degrees at the Rockingham campus.

In October 2014, Council resolved to approve the funds committed for the Chair of Education position to be moved into the Life Long Learning reserve account. Research and consultation for the City's Strategy for Children and Young People 2018 - 2023 identified that young people aspired to pursue tertiary education, however had concerns regarding the financial stress associated with

Confirmed at a Council meeting held  
on Wednesday 27 January 2021

  
Mayor (B W Sammels)



their aspiration. It was further recognised, that support for tertiary education needed to be wider than the 12 – 24 age group demographic.

A community scholarship program was identified as a way to increase completion of tertiary education in Rockingham. A Councillor Engagement Session was held in January 2017 to receive feedback on a proposed Council Policy for a scholarship program. The policy was drafted and endorsed for public comment for a period of three weeks concluding on Friday 23 June 2017.

In July 2017, Council resolved to endorse the TSS policy, making a commitment of \$360,000 (exclusive of GST) to the scheme with a scholarship budget allocation of \$90,000 per annum for four financial years, taken from the Life Long Learning reserve account.

The endorsed TSS Policy defines the TSS purpose as: *"To support eligible Rockingham residents aged 17 – 40 years to complete an Undergraduate University Degree and/or TAFE/VET Diploma for the first time, from a nationally recognised provider"*. The Rockingham Education and Training Advisory Committee (RETAC) was identified as the appropriate body to verify City Officer's recommendations for TSS recipients.

The TSS offers two scholarship categories over two intake rounds per calendar year:

- Undergraduate University Degree in the amount of \$10,000 per scholarship (\$2,500 per year, \$1,250 per semester), for up to four years or upon completion of the degree, whichever occurs first.
- TAFE/VET Diploma in the amount of \$4,000 per scholarship, (\$2,000 per year, \$1,000 per semester) for up to two years or completion of the Diploma, whichever occurs first.

With the adoption of the TSS policy, a financial commitment of \$360,000 exclusive of GST was made to the scheme through the City's Life Long Learning Reserve Account. A total of six intake rounds have been completed with the City offering two rounds per calendar year. The first round occurred in January 2018 (Round One, 2018), with the final round occurring in July 2020 (Round Two, 2020).

Following Council's endorsement of applications for Round Two, 2020 in September 2020, the total funds committed through awarded scholarships equal the total TSS Council committed funds of \$360,000. Final scholarship payments are scheduled for semester two 2023 and will fall within the 2023/2024 financial year, which makes the TSS a seven year program.

It is to be noted that at this point in time, there are no additional funds available through the Life Long Learning Reserve Account (Account Number - 510162.6307) due to the Council's current commitment for the Technopole underwriting. As a result a review of the TSS has been conducted to evaluate outcomes and to consider a way forward for the City.

## Details

The TSS is managed and administered by officers within the Community Capacity Building team.

The TSS is governed by the TSS Council Policy and Executive Policy. A range of documentation has been developed over the four year period to ensure clear processes, record keeping and financial tracking procedures; which are continuously reviewed and monitored to improve efficiency of the TSS management.

Overall, the City received 115 applications. 79 applications satisfied the TSS eligibility criteria and 66 applicants successfully obtained a scholarship (57 university scholarships, nine TAFE scholarships), with residents of Baldivis, Waikiki and Rockingham representing the highest number of applicants. All eligible applicants between Round One, 2018 to Round One, 2020 were successful in obtaining a scholarship. Round Two 2020 received a record number of eligible applications resulting in the need for the TSS Assessment Criteria (criteria) priority score system to be used to aid with identifying those of high priority. The criteria is considered by RETAC and Council annually and is implemented in scholarship intake rounds where there are insufficient funds available to approve scholarships for all eligible applicants. Each applicant is given a score to identify eligible applicants who strongly meet the criteria.



Applicants who did not obtain a scholarship, were unsuccessful due to not satisfying the TSS eligibility criteria (79%) or were identified as a low priority based on the TSS Assessment Criteria scoring (21%).

Over the 2019 and 2020 rounds, two successful applicants were of Aboriginal or Torres Strait Islander decent and six successful applicants were from Culturally and Linguistically Diverse (CaLD) background. Officers are unable to report on the cultural background of recipients from rounds prior to 2019 due to the data not being collected at the time.

The majority of applicants (90%) were enrolled in their course of study upon applying for a scholarship with only 10% applying with a letter of offer from their institution of study. The majority of the applications received over the four year period, were from undergraduate students with 81% of applicants applying for a university scholarship.

For the purpose of this review, the age of applicants has been divided into three age brackets: 17 to 24 years, 25 to 32 years and 33 to 40 years. The percentage of applicants represented in each age bracket is provided below, with the highest age group represented being young people aged 17 to 24 years:

- 58% applicants were aged 17 to 24 years
- 19% applicants were aged 25 to 32 years
- 23% applicants were aged 33 to 40 years.

To date, a total of 15 scholarships have been completed (12 university scholarships; three TAFE scholarships). Eight scholarships were cancelled and two scholarships have been suspended due to individual extenuating circumstances. Scholarship cancellations have been the result of recipients not satisfying the achievement and reporting requirements as outlined in the TSS Guidelines, a recipient withdrawing from tertiary study prior to the scholarship commencing and due to a recipient no longer residing within the City of Rockingham.

### Implications to Consider

#### a. Consultation with the Community

Recipients of the Tertiary Scholarship Scheme have been surveyed as part of the review process. In July 2020, two online surveys were developed:

- one specifically designed for previous recipients who have successfully completed their scholarship (eight responses received)
- one specifically designed for current scholarship recipients (16 responses received).

Both surveys were distributed to acquire feedback on recipients' experience of the TSS and for the City to develop a stronger understanding regarding the TSS program's effectiveness in supporting TSS recipients to complete tertiary education. The survey was comprised of three focus areas: application and reporting processes, scholarship purpose and tertiary support.

From the responses received, it is noted that an average of 89.5% of scholarship recipients reported that the TSS has enabled them to complete tertiary education with an average of 90% feeling more confident to complete tertiary education. In addition, the following outcomes and findings have been highlighted:

- 33% of previous scholarship recipients reported that they would not have been able to complete their course of study without a scholarship through the TSS program
- 42% of current recipients would not have been able to undertake their qualification had they not obtained the scholarship
- 100% of previous recipients and 93% current recipients agreed that the TSS enabled them to achieve their career aspirations, with 75% of responders indicating that the TSS supported them by alleviating some of the financial stress
- 50% of previous recipients noted that their career aspirations had changed since they applied for the scholarship

- 50% of previous recipients reported being in paid employment in a field related to their qualification, whilst the remaining 50% were not. Examples of employment within field of study includes Remedial Massage Therapist, Graduate Nurse and Testing Administrator
- 25% of responders are in full time work, 25% are working part time, 25% are in casual roles and 25% are unemployed
- 100% of current scholarship recipients reported that the application process was clear and simple and that the TSS reporting requirements are clear and fair.

Additional comments recorded regarding previous recipients' experiences of the TSS included:

- *"Thank you for the opportunity. I very much appreciated the assistance to support my studies as a single parent".*
- *"Needs more advertising, I saw a flyer out the front of the Gary Holland Centre and at first didn't even realise it would be for TAFE students as well."*
- *"Ms. Olivia Forsdike who was the main contact person for us was a delight. She is very helpful."*
- *"It is great to see that the Council has implemented initiatives to promote further education after high school. It would be ideal if this type of assistance could be given to post-graduate students as it would be very helpful."*
- *"As a single mother who has escaped domestic violence, I know that through education I am able to build a stable financial future for my children. However, coming from a family of poverty and minimal government support available, it is impossible to afford and achieve higher education. With the amazing City of Rockingham tertiary scholarship funding I will be able to complete my double bachelor of science and pave a stable future for my family while also being a role model and inspiring others."*
- *"Payments for these scholarships are made at the end of the semester once results have been received. Although I understand the rationale for this, it means that at the beginning of the semester when text books are required, the scholarship funds are not available to assist. Therefore in a sense it defeats the purpose of the scholarship because you are technically just being reimbursed for the text books you have already had to purchase."*
- *"I just want to say thank you, this scholarship means I can finish my nursing degree and finally achieve my RN dream!"*

Additionally, as part of the TSS review process, members of RETAC were invited to provide feedback and input into the proposed way forward for the program. No submissions were received.

**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 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.*

**d. Policy**

The Tertiary Scholarship Scheme operates in line with the Tertiary Scholarship Scheme Council Policy and Executive Policy.

**e. Financial**

To enable the continuation of the scheme, an annual allocation of \$100,000 for the Tertiary Scholarship Scheme for the 2021/2022, 2022/2023 and 2023/2024 financial years will be included in relevant Team Plans.

**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**

When the Tertiary Scholarship Scheme was introduced in 2017, census data from 2011 was considered. The 2016 census data similarly reflects the low number of City of Rockingham residents with a 'bachelor degree or higher' when compared to WA. Over time, the intent of the TSS is to improve this discrepancy between City of Rockingham and WA statistics, as demonstrated in the below table:

**Table 1: Highest qualification achieved – City of Rockingham (COR) and Western Australia (WA)**

|                             | 2011  |       | 2016  |       |
|-----------------------------|-------|-------|-------|-------|
| Qualification level         | COR   | WA    | COR   | WA    |
| Bachelor or higher degree   | 8.8%  | 17.5% | 10.6% | 20.5% |
| Advanced diploma or diploma | 7.7%  | 8.1%  | 8.9%  | 8.9%  |
| Vocational                  | 25.2% | 19.5% | 27.2% | 20.4% |

Profile Id. <https://profile.id.com.au/rockingham/qualifications?BMID=40>

Based on the census data and the high rate of youth unemployment (as well as underemployment especially evident through the impact of COVID-19), it is clear that the City has a role to play in supporting young people to pursue their educational and career aspirations to assist with achieving greater outcomes long term.

The Tertiary Scholarship Scheme funding has been awarded in full within three calendar years (over four financial years), with the last round attracting a record number of applications. The high number of applications and feedback received through the surveys demonstrates that the program is very successful and provides a range of benefits to the Rockingham community.

As the initially committed funds have now been awarded in full, no funds are available in the current financial year (2020/2021) and it is recommended that an annual allocation of \$100,000 for the Tertiary Scholarship Scheme is approved through the Annual Team Planning process as an operating project for three financial years: 2021/2022; 2022/2023 and 2023/2024.

Given the long-term nature of the TSS, financial commitments endorsed in 2023/2024 will require administrative management of the program up until 2027/2028 financial year.

Should Council approve the Officer's Recommendation, the next TSS round will occur in July 2021.

Another review of the TSS will take place in 2023/2024 to determine the future of the program from 2024/2025 onwards.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council **APPROVES** the continuation of the Tertiary Scholarship Scheme for the 2021/2022, 2022/2023 and 2023/2024 financial years.

### Committee Recommendation

That Council **APPROVES** the continuation of the Tertiary Scholarship Scheme for the 2021/2022, 2022/2023 and 2023/2024 financial years.

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

### Council Resolution

That Council **APPROVES** the continuation of the Tertiary Scholarship Scheme for the 2021/2022, 2022/2023 and 2023/2024 financial years.

Carried en bloc

### The Council's Reason for Varying the Committee's Recommendation

Not Applicable

## Community Development Community Capacity Building Services



|   |   |   |
|---|---|---|
| <b>Reference No &amp; Subject:</b>              | <b>CD-030/20</b>  | <b>Recommendation from the Rockingham Education Training Advisory Committee Meeting held on 9 November 2020</b> |
| <b>File No:</b>                                 | CSV/1522-06   |   |
| <b>Author:</b>                                  | Ms Olivia Forsdike, Community Development Officer (Early Years and Children)<br>Ms Marta Makuch, Coordinator Recreation and Wellbeing           |   |
| <b>Other Contributors:</b>                      | Ms Jillian Obiri-Boateng, Collaborative Manager Community Capacity Building<br>Ms Julia Dick, Collaborative Manager Community Capacity Building |   |
| <b>Date of Committee Meeting:</b>               | 8 December 2020   |   |
| <b>Disclosure of Interest:</b>                  |   |   |
| <b>Nature of Council's Role in this Matter:</b> | Executive   |   |
| <b>Attachments:</b>                             | Minutes of the Rockingham Training Education Advisory Committee Meeting held on 9 November 2020   |   |
| <b>Maps/Diagrams:</b>                           |   |   |

### Purpose of Report

For Council to consider and endorse the assessment criteria for the Tertiary Scholarship Scheme (TSS).

### Recommendations to the Corporate and Community Development Committee

#### Advisory Committee Recommendation 1 of 1: Tertiary Scholarship Scheme Assessment Criteria

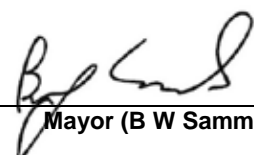
That Council **APPROVES** the Tertiary Scholarship Scheme assessment criteria until December 2021 as:

- Limited family support
- First in the family to attend further education
- Clear study pathway linked to career aspirations
- Demonstrated capacity to achieve further education
- Involvement in Rockingham community (i.e. volunteering, attendance at Rockingham community events/programs).

#### Officer Recommendation if Different to Advisory Committee Recommendation

Not Applicable

Confirmed at a Council meeting held  
on Wednesday 27 January 2021

  
Mayor (B W Sammels)

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

Not Applicable

### Background

The purpose of the Tertiary Scholarship Scheme (TSS) is to support eligible Rockingham residents aged 17 – 40 years to complete an Undergraduate University Degree and/or TAFE/VET Diploma for the first time from a nationally recognised provider.

The TSS has two scholarship categories:

- Undergraduate University degree in the amount of up to \$10,000 per scholarship (\$2,500 per year, \$1,250 per semester), for up to four years or upon completion of the degree, whichever occurs first, and
- TAFE/VET Diploma in the amount of up to \$4,000 per scholarship, (\$2,000 per year, \$1,000 per semester) for up to two years or completion of the Diploma, whichever occurs first.

To be considered for a scholarship, applicants must meet the current TSS eligibility criteria as set in the Council Policy:

- City of Rockingham resident for a minimum of three (3) years at the time of the application
- aged between 17 and 40 years
- an Australian Citizen or Permanent Resident
- can demonstrate financial hardship (see Definitions)
- must provide a letter of offer or evidence of current enrolment at a nationally recognised University, TAFE/VET provider (see Definitions)
- have a minimum of one full semester (6 months) of study remaining from the TSS round closing date
- must be completing an Undergraduate University Degree and/or TAFE/VET Diploma for the first time.

All scholarship applications received are administered and assessed by City officers, in line with the Council Policy and the Rockingham Education and Training Advisory Committee's (RETAC) assessment criteria. Officer recommendations are considered by RETAC, who then make recommendations to Council to determine the outcome of eligible applications received.

The TSS Council Policy requires RETAC to consider and recommend assessment criteria annually. The assessment criteria were initially endorsed by Council in September 2017, and with subsequent annual endorsements, are still considered relevant.

### Implications to Consider

**a. 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 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.*

**b. Policy**

The Tertiary Scholarship Scheme operates in line with the Tertiary Scholarship Scheme Council Policy and Executive Policy.

**c. Financial**

Nil

**d. Legal and Statutory**

Nil

**e. Voting Requirements**

Simple Majority

**f. 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

**Committee Recommendation**

That Council **APPROVES** the Tertiary Scholarship Scheme assessment criteria until December 2021 as:

- Limited family support
- First in the family to attend further education
- Clear study pathway linked to career aspirations
- Demonstrated capacity to achieve further education
- Involvement in Rockingham community (i.e. volunteering, attendance at Rockingham community events/programs).

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

**Council Resolution**

That Council **APPROVES** the Tertiary Scholarship Scheme assessment criteria until December 2021 as:

- Limited family support
- First in the family to attend further education
- Clear study pathway linked to career aspirations
- Demonstrated capacity to achieve further education
- Involvement in Rockingham community (i.e. volunteering, attendance at Rockingham community events/programs).

**Carried en bloc**

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

Not Applicable

|            |   |
|------------|---|
| <b>14.</b> | <b>Receipt of Information Bulletin</b>  |
|            | <p><b>Moved Cr Buchan, seconded Cr Hamblin:</b></p> <p>That Council <b>RECEIVES</b> the Information Bulletin as follows:</p> <ol style="list-style-type: none"><li>1. Planning and Development Services Bulletin – December 2020;</li><li>2. Engineering and Parks Services Bulletin – December 2020;</li><li>3. Corporate and General Management Services Bulletin - December 2020; and</li><li>4. Community Development Bulletin – December 2020.</li></ol> <p style="text-align: right;"><b>Carried – 11/0</b></p> |



**15. Report of Mayor**

**City of Rockingham  
Mayor's Report**



|  |                              |  |
|--|------------------------------|--|
| <b>Reference No &amp; Subject:</b>       | <b>MR-012/20</b>             | <b>Meetings and Functions Attended by the Mayor and Deputy Mayor</b> |
| File No:                                 | GOV/85                       |  |
| Proponent/s:                             | City of Rockingham           |  |
| Author:                                  | Cr Barry Sammels, Mayor      |  |
| Other Contributors:                      | Cr Deb Hamblin, Deputy Mayor |  |
| Date of Council Meeting:                 | 15 December 2020             |  |
| Previously before Council:               |                              |  |
| Disclosure of Interest:                  |                              |  |
| Nature of Council's Role in this Matter: | Executive                    |  |

**Purpose of Report**

To advise on the meetings and functions attended by the Mayor and Deputy Mayor during the period 26 November 2020 to 15 December 2020.

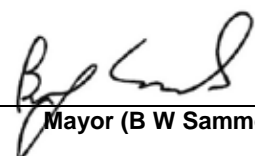
**Background**

Nil

**Details**

| Date             | Meeting/Function   |
|------------------|--|
| 26 November 2020 | Meeting with South Coast Baptist College<br><i>Multicultural Engagement Taskforce virtual meeting – attended by Deputy Mayor Deb Hamblin</i><br>Governance Review Committee<br><i>Hydrometallurgy meeting with Murdoch University – attended by Deputy Mayor Deb Hamblin</i> |
| 28 November 2020 | 2020 State Open Water Swimming Championships   |
| 30 November 2020 | South West Group Board meeting   |
| 1 December 2020  | Farewell to Commanding Officer, HMAS Stirling<br>Presentation by Naval Association of Australia<br>Councillor Engagement Session   |
| 2 December 2020  | Comet Bay College Year 12 Graduation Ceremony  |
| 3 December 2020  | Meeting with Homeless Advocate<br>Malibu School Years 10 and 12 Graduation Ceremonies  |

Confirmed at a Council meeting held  
on Wednesday 27 January 2021

  
Mayor (B W Sammels)

| Date             | Meeting/Function   |
|------------------|--|
| 4 December 2020  | <i>Cockburn Sound Management Council – attended by Deputy Mayor Deb Hamblin</i>  |
| 5 December 2020  | Launch of Kwinana Women's Refuge<br>Turning on Christmas Lights for Christmas Festival   |
| 7 December 2020  | Virtual meeting with Australia Post<br>South Coast Baptist College Years 7-11 Graduation Ceremonies<br><i>Star of the Sea Graduation – attended by Deputy Mayor Deb Hamblin</i>                        |
| 8 December 2020  | Meeting with Local Politician<br>Samy Medical Practice Christmas Lunch for the Elderly<br><i>Rockingham Senior High School Board meeting – attended by Deputy Mayor Deb Hamblin</i>                    |
| 9 December 2020  | Junior Council Graduations<br><i>South Metropolitan TAFE Board meeting – attended by Deputy Mayor Deb Hamblin</i><br><i>Kolbe Catholic College Awards Night – attended by Deputy Mayor Deb Hamblin</i> |
| 10 December 2020 | <i>WA Grants Commission meeting – attended by Deputy Mayor Deb Hamblin</i>   |
| 11 December 2020 | Meeting on Update of Port Kennedy Development<br><i>Warnbro Community High School Year 10 Graduation – attended by Deputy Mayor Deb Hamblin</i>  |
| 14 December 2020 | Promotional video for Christmas<br>Promotion for Baldivis District Community Centre<br><i>Endeavour Primary School Graduation – attended by Deputy Mayor Deb Hamblin</i>                               |
| 15 December 2020 | Meeting with the Premier<br>Presentation by Rotary Club of Rockingham<br>Council meeting   |

### Implications to Consider

**a. Consultation with the Community**

Nil

**b. Consultation with Government Agencies**

Nil

**c. Strategic**

Nil

**d. Policy**

Nil

**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

Nil

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council **RECEIVES** the Mayor's Report for the period 26 November 2020 to 15 December 2020.

### Council Resolution

**Moved Cr Stewart, seconded Cr Jones:**

That Council **RECEIVES** the Mayor's Report for the period 26 November 2020 to 15 December 2020.

**Carried – 11/0**

### The Council's Reason for Varying the Committee's Recommendation

Not Applicable

|   |   |
|---|---|
| <b>16.</b>  | <b>Reports of Councillors</b>   |
| <b>16.1 Cr Buchanan – Point Peron Gun Battery</b>                   | Cr Buchanan advised that the installation of the howitzer at the Point Peron Gun Emplacement has been completed. He expressed appreciation to all those involved in the project and encouraged all present to visit the site.   |
| <b>16.2 Cr Buchan – Secret Harbour Scouts</b>                       | Cr Buchan advised that she had volunteered for the Secret Harbour Scout Group during their fundraising 20km bike ride through which they raised \$2,000 towards Life Cycle for CanTeen. The Group is the largest in Western Australia (146 youth) and are trying to find a new meeting place or hall. |
| <b>16.3 Cr Whitfield – Petition North East Baldivis Development</b> | Cr Whitfield advised that on behalf of the community he submitted a petition of 2718 signatures to the Minister for Planning objecting to the rezoning of land for 5500 residential lots and seeking the land be zoned for employment generating purposes.  |
| <b>16.4 Cr Hamblin – Cockburn Sound Management Council (CSMC)</b>   | Cr Hamblin provided an update of the considerations of the CSMC including a defence (naval) magnetic treatment facility, funding not obtained for a research centre and water quality monitoring.   |
| <b>16.5 Cr Cottam – Request to move seating</b>                     | Cr Cottam requested that consideration be given to her moving her seat in the Chambers so she can better hear and follow the meeting.   |

**17. Reports of Officers**

**General Management Services**

**General Management Services  
Governance and Councillor Support**



|   |  |  |
|---|--|--|
| <b>Reference No &amp; Subject:</b>              | <b>GM-031/20</b>   | <b>Review of Ward and Councillor Representation 2020 (Absolute Majority)</b> |
| <b>File No:</b>                                 | GOV/27-05  |  |
| <b>Proponent/s:</b>                             |  |  |
| <b>Author:</b>                                  | Mr Peter Varris, Manager Governance and Councillor Support   |  |
| <b>Other Contributors:</b>                      | Mr Michael Parker, Chief Executive Officer<br>Mrs Jelette Edwards, Governance Coordinator  |  |
| <b>Date of Council Meeting:</b>                 | 15 December 2020   |  |
| <b>Previously before Council:</b>               | 22 September 2020 (GM-021/20)  |  |
| <b>Disclosure of Interest:</b>                  |  |  |
| <b>Nature of Council's Role in this Matter:</b> | Executive  |  |
| <b>Site:</b>                                    |  |  |
| <b>Lot Area:</b>                                |  |  |
| <b>Attachments:</b>                             | <ol style="list-style-type: none"><li>1. Review of Ward and Councillor Representation Discussion Paper 2020</li><li>2. Submissions for Ward Boundary and Councillor Representation Review 2020</li></ol> |  |
| <b>Maps/Diagrams:</b>                           |  |  |

**Purpose of Report**

To consider the public submissions received on the *Review of Ward Councillor Representation 2020 Discussion Paper*; consider any additional models suggested, and adopt an option that will be presented to the Local Government Advisory Board (LGAB).

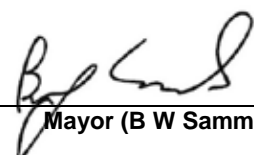
**Background**

At its 22 September 2020 meeting, Council resolved -

*That Council:*

1. *APPROVES the change in method of filling the office of the Mayor used by the City of Rockingham from the election by the council method to the election by the electors method.*

Confirmed at a Council meeting held  
on Wednesday 27 January 2021

  
Mayor (B W Sammels)

2. *DIRECTS the CEO to prepare a Ward Boundaries and Councillor Representation Review discussion paper in accordance with clause 5 of Schedule 2.2 of the Local Government Act 1995 (based on Models A to G in this report) with a view of a reduction in the membership size of Council.*
3. *DIRECTS the CEO to undertake public consultation on the proposed Ward Boundaries and Councillor Representation Review in accordance with clause 7 of Schedule 2.2 of the Local Government Act 1995.*

## Details

The *Review of Ward Councillor Representation 2020 Discussion Paper* presented the following options for consideration –

### Option A

- Current three wards.
  - Baldivis Ward (3 Councillors)
    - § Baldivis
  - Comet Bay Ward (2 Councillors)
    - § Golden Bay, Karnup, Keralup, Secret Harbour, Singleton
  - Rockingham/Safety Bay Ward (6 Councillors)
    - § Cooloongup, East Rockingham, Garden Island, Hillman, Peron, Port Kennedy, Rockingham, Safety Bay, Shoalwater, Waikiki, Warnbro
- Add additional Elector Mayor to have 12 member Council.

### Option B

- No wards.
- Any number of Councillors (within statutory limits)

### Option C

- Create two wards
  - South East Ward (3 Councillors)
    - § Baldivis, Golden Bay, Karnup, Keralup, Singleton
  - North West Ward (6 Councillors)
    - § Cooloongup, East Rockingham, Garden Island, Hillman, Peron, Port Kennedy, Rockingham, Safety Bay, Secret Harbour, Shoalwater, Waikiki, Warnbro
- Add additional Elector Mayor to have 10 member Council.

### Option D

- Create two wards
  - South East Ward (3 Councillors)
    - § Baldivis, Golden Bay, Karnup, Keralup, Singleton
  - North West Ward (5 Councillors)
    - § Cooloongup, East Rockingham, Garden Island, Hillman, Peron, Port Kennedy, Rockingham, Safety Bay, Secret Harbour, Shoalwater, Waikiki, Warnbro
- Add additional Elector Mayor to have 9 member Council.

### Option E

- Create modified three wards.
  - Baldivis Ward (2 Councillors)
    - § Baldivis, Karnup, Keralup

- Comet Bay Ward (2 Councillors)
  - § Golden Bay, Port Kennedy, Secret Harbour, Singleton
- Rockingham/Safety Bay Ward (4 Councillors)
  - § Cooloongup, East Rockingham, Garden Island, Hillman, Peron, Rockingham, Safety Bay, Shoalwater, Waikiki, Warnbro
- Add additional Elector Mayor to have 9 member Council.

**Option F**

- Create four wards.
  - Baldivis Ward (2 Councillors)
    - § Baldivis, Karnup, Keralup
  - Comet Bay Ward (2 Councillors)
    - § Golden Bay, Port Kennedy, Secret Harbour, Singleton
  - Rockingham Ward (2 Councillors)
    - § Cooloongup, East Rockingham, Garden Island, Hillman, Peron, Rockingham, Shoalwater
  - Safety Bay Ward (2 Councillors)
    - § Safety Bay, Waikiki, Warnbro
- Add additional Elector Mayor to have 9 member Council.

**Option G**

Transitioning arrangement could be mounted for Option (Ga) for years 2021 and 2023 and transition to Option (Gb) for year 2025.

**Option Ga**

- Create two wards
  - South East Ward (3 Councillors)
    - § Baldivis, Golden Bay, Karnup, Keralup, Singleton
  - North West Ward (7 Councillors)
    - § Cooloongup, East Rockingham, Garden Island, Hillman, Peron, Port Kennedy, Rockingham, Safety Bay, Secret Harbour, Shoalwater, Waikiki, Warnbro
- Add additional Elector Mayor to have 11 member Council.

**Option Gb**

- Create two wards
  - South East Ward (4 Councillors)
    - § Baldivis, Golden Bay, Karnup, Keralup, Singleton
  - North West Ward (6 Councillors)
    - § Cooloongup, East Rockingham, Garden Island, Hillman, Peron, Port Kennedy, Rockingham, Safety Bay, Secret Harbour, Shoalwater, Waikiki, Warnbro
- Add additional Elector Mayor to have 11 member Council.

The *Review of Ward Councillor Representation 2020 Discussion Paper* was advertised for public consultation for over 6 weeks, 14 October to 27 November 2020.

In presenting the September 2020 report on this matter it was noted that officers had tested over 50 scenarios / models for compliance with the required +/- 10% councillor/elector ratio tolerance. This involved significant officer resources to achieve.



There were eight submissions received up to the third last day for consultation. On 26 and 27 November 2020 the City received 38 submissions. These appear to be a consequence of social media posts across a number of Facebook forums advocating 'Option A - No Change – 11 councillors, plus elector mayor'.

A summary of the submissions is noted in attachment 2 to the report. The consultation outcome is supportive of Option A.

Council is required to consider the options from the Discussion Paper and take into account the submissions received. To enable changes to be implemented in time for the 2020 ordinary local government elections, Council must provide a recommendation to the LGAB by 31 January 2021. The LGAB will then make its decision on the Ward Boundaries and Councillor Representation Review 2020 which is then presented to the Minister for Local Government for his approval.

Advice from the Local Government Advisory Board is that no approval is required from the Board or the Minister for Local Government where the increase in the size of a Council is a consequence of changing to an 'Elector Mayor'. The number of Councillors remain the same, eleven.

### Summary of the Options (Ward Boundaries and Councillor /Elector Ratio)

#### A: Current Three Wards / 11 Councillors / 1 Elector Mayor – 12 member Council

| Baldivis Ward            | Comet Bay Ward   | Rockingham/Safety Bay Ward  |
|--------------------------|--|---|
| Baldivis North and South | Golden Bay, Karnup, Keralup, Secret harbour, Singleton | Cooloongup, East Rockingham, Garden Island, Hillman, Peron, Port Kennedy, Rockingham, Safety Bay, Shoalwater, Waikiki, Warnbro. |

#### 2020

| 2020 Wards            | Number of Electors | Number of Councillors | Councillor/ Elector Ratio | Ratio Deviation % |
|-----------------------|--------------------|-----------------------|---------------------------|-------------------|
| Baldivis              | 20288              | 3                     | 6763                      | 11.312            |
| Comet Bay             | 13926              | 2                     | 6963                      | 8.685             |
| Rockingham/Safety Bay | 49664              | 6                     | 8277                      | -8.551            |
| City Total            | 83878              | 11                    | 7625                      |                   |

#### Forecast 2021

| Forecast 2021 Wards   | Number of Electors | Number of Councillors | Councillor/ Elector Ratio | Ratio Deviation % |
|-----------------------|--------------------|-----------------------|---------------------------|-------------------|
| Baldivis              | 21003              | 3                     | 7001                      | 9.635             |
| Comet Bay             | 14250              | 2                     | 7125                      | 8.034             |
| Rockingham/Safety Bay | 49969              | 6                     | 8328                      | -7.496            |
| City Total            | 85222              | 11                    | 7747                      |                   |

#### Forecast 2023

| Forecast 2023 Wards   | Number of Electors | Number of Councillors | Councillor/ Elector Ratio | Ratio Deviation % |
|-----------------------|--------------------|-----------------------|---------------------------|-------------------|
| Baldivis              | 23232              | 3                     | 7744                      | 4.297             |
| Comet Bay             | 14989              | 2                     | 7495                      | 7.381             |
| Rockingham/Safety Bay | 50788              | 6                     | 8465                      | -4.609            |
| City Total            | 89009              | 11                    | 8092                      |                   |

Forecast 2025

| Forecast 2025 Wards   | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|-----------------------|--------------------|-----------------------|------------------------------|-------------------|
| Baldivis              | 25953              | 3                     | 8651                         | -1.421            |
| Comet Bay             | 16107              | 2                     | 8054                         | 5.584             |
| Rockingham/Safety Bay | 51768              | 6                     | 8628                         | -1.151            |
| City Total            | 93978              | 11                    | 8530                         |                   |

Summary - The current ward / councillor representation model that is in place remains viable, with the addition of an Elector Mayor, making a council of twelve.

**B: No Wards / Any number of Councillors**

The removal of a ward structure provides for two elections – one for the Elector Mayor, the other for all councillors across the district. This will be the same regardless of the number of councillor positions.

**C: Two Wards / 9 Councillors (3 S/East, 6 N/West) – 1 Elector Mayor - 10 member Council**

| South East Ward   | North West Ward   |
|---|---|
| Baldivis North and South, Golden Bay, Karnup, Keralup, Singleton. | Cooloongup, East Rockingham, Garden Island, Hillman, Peron, Port Kennedy, Rockingham, Safety Bay, Secret Harbour, Shoalwater, Waikiki, Warnbro. |

2020

| 2020 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|------------|--------------------|-----------------------|------------------------------|-------------------|
| South East | 26900              | 3                     | 8967                         | 3.789             |
| North West | 56978              | 6                     | 9496                         | -1.894            |
| City Total | 83878              | 9                     | 9320                         |                   |

Forecast 2021

| Forecast 2021 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| South East          | 27886              | 3                     | 9295                         | 1.836             |
| North West          | 57336              | 6                     | 9556                         | -0.918            |
| City Total          | 85222              | 9                     | 9469                         |                   |

Forecast 2023

| Forecast 2023 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| South East          | 30653              | 3                     | 10218                        | -3.314            |
| North West          | 58356              | 6                     | 9726                         | 1.657             |
| City Total          | 89009              | 9                     | 9890                         |                   |

Forecast 2025

| Forecast 2025 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| South East          | 34271              | 3                     | 11424                        | -9.575            |
| North West          | 59557              | 6                     | 9926                         | 4.788             |
| City Total          | 93828              | 9                     | 10425                        |                   |

Summary – Reducing the number of councillors to 9 with two wards is a viable scenario.

**D: Two Wards / 8 Councillors (3 S/East, 5 N/West) – 1 Elector Mayor - 9 member Council**

| South East Ward   | North West Ward   |
|---|---|
| Baldivis North and South, Golden Bay, Karnup, Keralup, Singleton. | Cooloongup, East Rockingham, Garden Island, Hillman, Peron, Port Kennedy, Rockingham, Safety Bay, Secret Harbour, Shoalwater, Waikiki, Warnbro. |

2020

| 2020 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|------------|--------------------|-----------------------|------------------------------|-------------------|
| South East | 26900              | 3                     | 8967                         | 14.479            |
| North West | 56978              | 5                     | 11396                        | -8.687            |
| City Total | 83878              | 8                     | 10485                        |                   |

Forecast 2021

| Forecast 2021 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| South East          | 27886              | 3                     | 9295                         | 12.743            |
| North West          | 57336              | 5                     | 11467                        | -7.646            |
| City Total          | 85222              | 8                     | 10653                        |                   |

Forecast 2023

| Forecast 2023 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| South East          | 30653              | 3                     | 10218                        | 8.165             |
| North West          | 58356              | 5                     | 11671                        | -4.899            |
| City Total          | 89009              | 8                     | 11126                        |                   |

Forecast 2025

| Forecast 2025 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| South East          | 34271              | 3                     | 11424                        | 2.600             |
| North West          | 59557              | 5                     | 11911                        | -1.560            |
| City Total          | 93828              | 8                     | 11728                        |                   |

Summary – While not fully compliant in 2021, this scenario of 8 Councillors across two wards becomes viable from 2023.

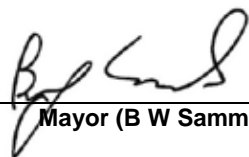
**E: Modified Three Wards / 8 Councillors (2 Baldivis, 2 Comet Bay, 4 Rockingham/Safety Bay) – 1 Elector Mayor - 9 member Council**

| Baldivis Ward                              | Comet Bay Ward                                      | Rockingham/Safety Bay Ward  |
|--|---|---|
| Baldivis North and South, Karnup, Keralup. | Golden Bay, Port Kennedy, Secret Harbour, Singleton | Cooloongup, East Rockingham, Garden Island, Hillman, Peron, Rockingham, Safety Bay, Shoalwater, Waikiki, Warnbro. |

2020

| 2020 Wards            | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|-----------------------|--------------------|-----------------------|------------------------------|-------------------|
| Baldivis              | 21452              | 2                     | 10726                        | -2.301            |
| Comet Bay             | 21221              | 2                     | 10611                        | -1.199            |
| Rockingham/Safety Bay | 41205              | 4                     | 10301                        | 1.750             |
| City Total            | 83878              | 8                     | 10485                        |                   |

Confirmed at a Council meeting held  
on Wednesday 27 January 2021

  
Mayor (B W Sammels)

Forecast 2021

| Forecast 2021 Wards   | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|-----------------------|--------------------|-----------------------|------------------------------|-------------------|
| Baldivis              | 22263              | 2                     | 11132                        | -4.493            |
| Comet Bay             | 21444              | 2                     | 10722                        | -0.649            |
| Rockingham/Safety Bay | 41515              | 4                     | 10379                        | 2.571             |
| <b>City Total</b>     | <b>85222</b>       | <b>8</b>              | <b>10653</b>                 |                   |

Forecast 2023

| Forecast 2023 Wards   | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|-----------------------|--------------------|-----------------------|------------------------------|-------------------|
| Baldivis              | 24691              | 2                     | 12346                        | -10.961           |
| Comet Bay             | 22041              | 2                     | 11021                        | 0.948             |
| Rockingham/Safety Bay | 42276              | 4                     | 10569                        | 5.006             |
| <b>City Total</b>     | <b>89009</b>       | <b>8</b>              | <b>11126</b>                 |                   |

Forecast 2025

| Forecast 2025 Wards   | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|-----------------------|--------------------|-----------------------|------------------------------|-------------------|
| Baldivis              | 27750              | 2                     | 13875                        | -18.303           |
| Comet Bay             | 22922              | 2                     | 11461                        | 2.280             |
| Rockingham/Safety Bay | 43155              | 4                     | 10789                        | 8.012             |
| <b>City Total</b>     | <b>93828</b>       | <b>8</b>              | <b>11728</b>                 |                   |

Summary – This scenario is compliant for 2021, then marginally slips out in 2023. Then 2025 would be non-compliant and require some further adjustment / review.

**F: Modified Four Wards / 8 Councillors (3 Baldivis, 2 Comet Bay, 2 Rockingham, 2 Safety Bay) – 1 Elector Mayor - 9 member Council**

| Baldivis Ward                              | Comet Bay Ward                                      | Rockingham Ward   | Safety Bay Ward               |
|--|---|---|-------------------------------|
| Baldivis North and South, Karnup, Keralup. | Golden Bay, Port Kennedy, Secret Harbour, Singleton | Cooloongup, East Rockingham, Garden Island, Hillman, Peron, Rockingham, Shoalwater, | Safety Bay, Waikiki, Warnbro. |

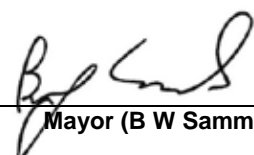
2020

| 2020 Wards        | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|-------------------|--------------------|-----------------------|------------------------------|-------------------|
| Baldivis          | 21452              | 2                     | 10726                        | -2.301            |
| Comet Bay         | 21221              | 2                     | 10611                        | -1.199            |
| Rockingham        | 20180              | 2                     | 10090                        | 3.765             |
| Safety Bay        | 21025              | 2                     | 10513                        | -0.265            |
| <b>City Total</b> | <b>83878</b>       | <b>8</b>              | <b>10485</b>                 |                   |

Forecast 2021

| Forecast 2021 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| Baldivis            | 22263              | 2                     | 11132                        | -4.494            |
| Comet Bay           | 21444              | 2                     | 10722                        | -0.650            |
| Rockingham          | 20439              | 2                     | 10220                        | 4.067             |
| Safety Bay          | 21076              | 2                     | 10538                        | 1.077             |
| <b>City Total</b>   | <b>85222</b>       | <b>8</b>              | <b>10655</b>                 |                   |

Confirmed at a Council meeting held  
on Wednesday 27 January 2021

  
Mayor (B W Sammels)

Forecast 2023

| Forecast 2023 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| Baldivis            | 24691              | 2                     | 12346                        | -10.961           |
| Comet Bay           | 22041              | 2                     | 11021                        | 0.948             |
| Rockingham          | 20823              | 2                     | 10412                        | 6.422             |
| Safety Bay          | 21453              | 2                     | 10727                        | 3.591             |
| City Total          | 89009              | 8                     | 11130                        |                   |

Forecast 2025

| Forecast 2025 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| Baldivis            | 27750              | 2                     | 13875                        | -18.303           |
| Comet Bay           | 22922              | 2                     | 11461                        | 2.280             |
| Rockingham          | 21383              | 2                     | 10692                        | 8.841             |
| Safety Bay          | 21772              | 2                     | 10886                        | 7.182             |
| City Total          | 93828              | 8                     | 11737                        |                   |

Summary – Similar to Model F, this scenario is compliant for 2021, marginally becomes non-compliant in 2023, and will require review for 2025.

Except for a 'no ward' model, none of the 18 scenarios for ten councillors were compliant.

One scenario of two Wards / 10 Councillors (South East 3, North West 7) is compliant for 2021, but is non-compliant for 2023 and 2025.

The scenario of Two Wards, / 10 Councillors (South East 4, North West 6) is non-compliant for 2021 and 2023, but becomes compliant for 2025).

**G: Two Wards / 10 Councillors – 1 Elector Mayor - 11 member Council - Transitioning**

**Ga) (3 S/East, 7 N/West)**

2020

| 2020 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|------------|--------------------|-----------------------|------------------------------|-------------------|
| South East | 26900              | 3                     | 8967                         | -6.901            |
| North West | 56978              | 7                     | 8140                         | 2.958             |
| City Total | 83878              | 10                    | 8388                         |                   |

Forecast 2021

| Forecast 2021 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| South East          | 27886              | 3                     | 9295                         | -9.071            |
| North West          | 57356              | 7                     | 8191                         | 3.888             |
| City Total          | 85222              | 10                    | 8522                         |                   |

Forecast 2023

| Forecast 2023 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| South East          | 30653              | 3                     | 10218                        | -14.793           |
| North West          | 58356              | 7                     | 8337                         | 6.340             |
| City Total          | 89009              | 10                    | 8901                         |                   |

Forecast 2025

| Forecast 2025 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| South East          | 34271              | 3                     | 11424                        | -21.750           |
| North West          | 59557              | 7                     | 8508                         | 9.322             |
| City Total          | 93828              | 10                    | 9383                         |                   |

**Gb) (4 S/East, 6 N/West)**

2020

| 2020 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|------------|--------------------|-----------------------|------------------------------|-------------------|
| South East | 26900              | 4                     | 6725                         | 19.824            |
| North West | 56978              | 6                     | 9496                         | -13.216           |
| City Total | 83878              | 10                    | 8388                         |                   |

Forecast 2021

| Forecast 2021 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| South East          | 27886              | 4                     | 6971                         | 18.196            |
| North West          | 57356              | 6                     | 9556                         | -12.131           |
| City Total          | 85222              | 10                    | 8522                         |                   |

Forecast 2023

| Forecast 2023 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| South East          | 30653              | 4                     | 7663                         | 13.905            |
| North West          | 58356              | 6                     | 9726                         | -9.270            |
| City Total          | 89009              | 10                    | 8901                         |                   |

Forecast 2025

| Forecast 2025 Wards | Number of Electors | Number of Councillors | Councillor/<br>Elector Ratio | Ratio Deviation % |
|---------------------|--------------------|-----------------------|------------------------------|-------------------|
| South East          | 34271              | 4                     | 8568                         | 8.687             |
| North West          | 59557              | 6                     | 9926                         | -5.792            |
| City Total          | 93828              | 10                    | 9383                         |                   |

Summary - A transitioning arrangement could be mounted to run with the "3/7" scenario for 2021 and 2023, transitioning to a "4/6" scenario for 2025.

**Implications to Consider**

**a. Consultation with the Community**

Clause 7 of Schedule 2.2 of the Local Government Act 1995 requires that before carrying out a review a local government has to give local public notice advising the review is to be carried out and that submissions may be made within a six week period.

The Ward Boundaries and Councillor Representation Review discussion paper was advertised from 14 October to 27 November 2020 (45 days) in:

- Local paper
- City's website
- City's social media

- City of Rockingham Administration Building
- Libraries

Summary of submissions received during consultation period below. Full submissions and responses are provided in the attachment.

46 submissions were received. Some submissions are in multiple categories. The City received two submissions after the close of submissions.

| Options and/or comments   | Number of Submissions |
|---|-----------------------|
| Option A  | 30                    |
| Option B  | 3                     |
| Option F  | 1                     |
| Other ward suggestions  |                       |
| · More representation for Secret Harbour/Golden Bay area.           | 1                     |
| · Six wards, 12 Councillors and one elector elected Mayor           | 1                     |
| Other comments  |                       |
| · Shower facilities and representation of Port Kennedy and Warnbro. | 1                     |
| · Comments and views on elector elected Mayor.                      | 1                     |
| · No strong views on review.  | 1                     |
| · Concerns about options to decrease Councillor or ward changes     | 1                     |
| · Council having an odd or even number depending on Mayor's role    | 1                     |
| Support for current ward boundaries                                 | 4                     |
| Support for current Council size                                    | 1                     |
| Support for ward boundaries   | 1                     |

**b. Consultation with Government Agencies**

The Local Government Advisory Board has been advised regarding the City undertaking a review of Ward and Councillor Representation.

**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**

Nil

**e. Financial**

In 2018 Council resolved to add an additional Council member to Council from 10 Councillors to 11 Councillors, which is a continuous increase of costs of approximately \$50,000pa. If Council decides to add an additional Councillor in this review that will be another increase of costs of approximately \$50,000pa that will continue into the near future. In the above scenario that would mean cumulative increase of Councillor costs of approximately \$100,000pa for the foreseeable future.



If an 'elector elected' mayor be implemented without subsequent changes to councillor numbers, the cost is estimated at \$50,000pa covering addition sitting fees and allowances, support materials, training and resources. A further \$9,000 - \$13,000 is required for the mayoral election.

There are administrative costs to implement the preferred option from the Ward Boundary and Councillor Representation Review, including cost of gazettal of the changes. These costs will be accommodated within current budget allocations and are likely to be less than \$2,500.

**f. Legal and Statutory**

Schedule 2.2 of the Local Government Act 1995 (the Act) specifies the requirements for ward boundary and Councillor representation reviews.

Schedule 2.2 of the Act, Clauses 7, 8, and 9.

**7. Reviews**

- (1) Before carrying out a review a local government has to give local public notice advising —
  - (a) that the review is to be carried out; and
  - (b) that submissions may be made to the local government before a day fixed by the notice, being a day that is not less than 6 weeks after the notice is first given.
- (2) In carrying out the review the local government is to consider submissions made to it before the day fixed by the notice.

**8. Matters to be considered in respect of wards**

Before a local government proposes that an order be made —

- (a) to do any of the matters in section 2.2(1), other than discontinuing a ward system; or
- (b) to specify or change the number of offices of councillor for a ward,

or proposes under clause 4(2) that a submission be rejected, its council is to have regard, where applicable, to —

- (c) community of interests; and
- (d) physical and topographic features; and
- (e) demographic trends; and
- (f) economic factors; and
- (g) the ratio of councillors to electors in the various wards.

**9. Proposal by local government**

On completing a review, the local government is to make a report in writing to the Advisory Board and may propose\* to the Board the making of any order under section 2.2(1), 2.3(3) or 2.18(3) it thinks fit.

*\* Absolute majority required.*

**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

### Summary of the Options

#### **A: Current Three Wards / 11 Councillors / 1 Elector Mayor – 12 member Council**

- Addition of Councillor Member, increasing Councillor numbers 10 to 11 and one elector mayor. (Total of 12)
- Ward and boundaries remain the same.
- Councillor to elector ratio inside plus and minus 10%.
- Community interest remain the same as current, these were just implemented in last 12 months.

#### **B: No Wards / Any number of Councillors**

- Councillors are elected by all electors of the district and not just one section of the district.
- Each Councillor and the elector Mayor represents whole district.
- Social networks and communities of interest can spread across the district.
- Councillor to elector ratio will always be inside plus and minus 10%.
- Reduction of number of elections held. 2 elections, one for Councillors and one for elector mayor. This would result in some savings for the City.
- Some electors may feel that they lose their local community representative.
- It may be more difficult to canvass for local government elections.

#### **C: Two Wards / 9 Councillors (3 S/East, 6 N/West) – 1 Elector Mayor - 10 member Council**

- Minor boundary change from three wards to two wards.
- There would be a reduction of in elections to two elections every two years (excluding Mayoral election every 4 years).
- Number of Councillors would be reduced, saving in Councillor costs.
- There would be a change in size of electioneering area.
- Some communities of interest could be disrupted.
- Councillor to elector ratio inside plus and minus 10%.

#### **D: Two Wards / 8 Councillors (3 S/East, 5 N/West) – 1 Elector Mayor - 9 member Council**

- Minor boundary change from three wards to two wards.
- There would be a reduction of in elections to two elections every two years (excluding Mayoral election every 4 years).
- Number of Councillors would be reduced, saving in Councillor costs.
- There would be a change in size of electioneering area.
- Some communities of interest could be disrupted.
- Councillor to elector ratio inside plus and minus 10%.

#### **E: Modified Three Wards / 8 Councillors (2 Baldivis, 2 Comet Bay, 4 Rockingham/Safety Bay) – 1 Elector Mayor - 9 member Council**

- Minor change to boundaries and will still follow suburb boundaries.
- Number of Councillors would be reduced, saving in Councillor costs.
- Communities of interest would be strengthened as there is a strong community in Baldivis, There is also a strong community in the amended Comet Bay Ward.
- By 2023 elector ratio will be slightly outside the plus and minus 10%.

**F: Modified Four Wards / 8 Councillors (3 Baldivis, 2 Comet Bay, 2 Rockingham, 2 Safety Bay) – 1 Elector Mayor - 9 member Council**

- Major change to ward boundaries as there will be an increase of wards from three to four and will still follow suburb boundaries.
- Return to the four ward system.
- Number of Councillors would be reduced, saving in Councillor costs.
- Opportunity for Councillors to represent discrete communities of interest.
- There will be small electioneering areas.
- There will be an additional election to four elections every two years (excluding Mayoral election every 4 years).
- By 2023 elector ratio will be slightly outside the plus and minus 10%.

**G: Two Wards / 10 Councillors – 1 Elector Mayor - 11 member Council - Transitioning Ga) (3 S/East, 7 N/West) to Gb) (4 S/East, 6 N/West)**

- Minor boundary change from three wards to two wards.
- There would be a reduction of elections to two elections every two years (excluding Mayoral election every 4 years).
- Number of Councillors would be reduced, saving in Councillor costs.
- There would be a change in size of electioneering area.
- To maintain Councillor to elector ratio within the plus and minus 10% there needs to be a transition in 2025 from Option Ga to Gb, which is moving a Councillor from North West Ward to South East Ward. In 2023 Option Ga will be over the 10% Councillor to elector ratio.
- The proposed transition in ward representation in 2025 may be confusing for the community and incoming Councillors to understand.

As stated in previous reports to Council the review of the Local Government Act 1995 has yet to be complete and issues such as minimum and maximum size of councils and terms of office have yet to be determined.

Having resolved to change the method of filling the office of mayor, Council needs to consider the following matters and have an appropriate structure in place for the October 2021 elections –

- Desired size of council (Councillors and Mayor)
- Odd or even number of council members
- Wards or no wards
- If wards, number of wards and boundaries.

In specifying the role of councillors, the Local Government Act 1995 states that a councillor –

- Represents the interests of electors, ratepayers and residents of the district;
- Provides leadership and guidance to the community in the district; and
- Facilitates communication between the community and the council.

This means that regardless of whether a councillor is elected by ward, the councillor is required to represent the whole local government (electors, ratepayers and residents), not just the interests of a particular ward.

It is reasonable to say that the easiest approach under the circumstances is to maintain the current ward arrangements, maintain the number of councillors at eleven, and add the elector mayor for a Council of twelve. No approval is required from the Minister for Local Government or the Local Government Advisory Board.

Concern could be expressed over the increase cost of an 'additional' member, which including sitting fees, allowances, and support costs amounts to \$50,000 to \$60,000 per annum. Concern has previously been expressed on the potential for the mayor to exercise a casting vote (in the event of an equality of votes), however records show that the Mayor has rarely needed to exercise a casting vote in the past five years, only using the casting vote five times between 2016 and 2020.

Council may seek to reduce the size of its membership given the cost imposition of having eleven councillors.

While a number of the models reducing councillor numbers from the Discussion Paper retain wards of between two and four, these boundaries are perfunctory in their application for retaining some form of ward systems rather than a true reflection of communities of interest.

Given that the Mayor will be elected by all electors of the City of Rockingham, it could be argued that there would be simplicity in councillors being likewise elected by the whole electorate.

Having no wards will allow the council to comprise any number of councillors within the statutory limitations (6 – 15 including elector mayor).

The 'one vote, one value' principle is unaffected by population change. The complexity of ward boundaries and representation is removed. Electors will be able to vote on the whole of Council.

Concerns over a 'no wards' arrangement include –

- local communities of interest may feel that they have 'lost a voice'.
- Councillor may feel that their work load increases in having to cover a wider electorate.
- Candidates will have a wider area to canvass for election, and potentially greater costs.
- The potential for 'ticket' platforms increases.
- The potential for over-representation from one area.

As noted earlier, councillors are to represent the whole of the City and the Council already comprises several councillors who reside outside of their ward area.

The outcomes of the public consultation favours Option A.

The retention of the existing Ward boundaries preserves geographical communities of interest and allows a degree of 'local determination'. It has the capacity to 'share' perceived elected member representative workload on a geographical basis.

The known fixed costs of a councillor have been outlined previously. These currently are –

- Annual Sitting Fee        \$30,900
- ICT Allowance            \$ 3,500

Additional costs are –

- reimbursement of travel and other permitted expenses
- training costs (mandatory and discretionary)
- tablet technology, business cards etc.
- Officer support costs and administrative costs

Each Council member requires support to be effective in undertaking their role as council member, and this can vary depending on their individual level of experience, engagement and objectives.

The additional cost in 'council member governance' could be considered insignificant when compared against the overall budget of the City and the perception of 'assurance' that the increased representation on a ward basis may deliver to the community.

As has been demonstrated, reasoned arguments can be mounted for both Option A and Option B (and to an extent any of the other options), however the retention of the existing ward boundaries and councillor representation of eleven plus an elector mayor, presenting a council representation of twelve is supported.

### Voting Requirements

Absolute Majority

### Officer Recommendation

That Council **APPROVES** the retention of the current Ward Boundaries and Councillor Representation comprising eleven councillors with the addition of the elector elected mayor.

### Council Resolution

**Moved Cr Whitfield, seconded Cr Jones:**

That Council **APPROVES** the retention of the current Ward Boundaries and Councillor Representation comprising eleven councillors with the addition of the elector elected mayor.

**Carried by Absolute Majority – 11/0**

### The Council's Reason for Varying the Committee's Recommendation

Not Applicable

## General Management Services Governance and Councillor Support



|  |  |  |
|--|--|--|
| <b>Reference No &amp; Subject:</b>       | <b>GM-032/20</b>   | <b>Appointment of Councillor representative to the Disability Access and Inclusion Advisory Committee (<i>Absolute Majority</i>)</b> |
| File No:                                 | CSV/763  |  |
| Proponent/s:                             |  |  |
| Author:                                  | Mr Peter Varris, Manager Governance and Councillor Support |  |
| Other Contributors:                      | Ms Sue Langley, Governance Officer                         |  |
| Date of Council Meeting:                 | 15 December 2020   |  |
| 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 appoint a Councillor representative to the Disability Access and Inclusion Advisory Committee (DAIAC).

### Background

In October 2019 Cr Rae Cottam was appointed by Council as one of the Councillor representatives for the Disability Access and Inclusion Advisory Committee.

Cr Cottam has advised that she is no longer able to attend the DAIAC meetings due to unforeseen family circumstances and wishes to withdraw from the Advisory Committee.

### Details

The Disability Access and Inclusion Advisory Committee meet bi-monthly on a Wednesday at 9am in the Council Boardroom.

The terms of reference are as follows –

*'To represent the community by providing advice / support to Council with regard to the implementation of the Disability Access and Inclusion Plan / Strategy and to provide advice to improve City controlled disability access and inclusion within the City of Rockingham.'*

The composition of DAIAC includes the following representatives –

2 x Councillors

8 x Community Members

Cr Jones and Cr Cottam were appointed as Council representatives on the Committee in October 2019.

### 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**

The Governance and Meeting Framework Council Policy outlines the membership composition and appointment of memberships on Advisory Committees. DAIAC membership composition requires two Councillor representatives.

**e. Financial**

Nil

**f. Legal and Statutory**

Local Government Act 1995 Section 5.10 (1) A Committee is to have as its members (a) persons appointed by absolute majority by the local government to be members of the committee.

**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

Nil

### Voting Requirements

Absolute Majority

### Officer Recommendation

That Council **APPOINTS** Cr \_\_\_\_\_ to be a representative on the Disability Access and Inclusion Advisory Committee for the current term ending October 2021.



### Council Resolution

**Moved Cr Hamblin, seconded Cr Liley:**

That Council **APPOINTS** Cr Stewart to be a representative on the Disability Access and Inclusion Advisory Committee for the current term ending October 2021.

**Carried by Absolute Majority – 11/0**

### The Council's Reason for Varying the Committee's Recommendation

Not Applicable

|            |  |
|------------|--|
| <b>18.</b> | <b>Addendum Agenda</b>   |
|            | Nil  |
| <b>19.</b> | <b>Motions of which Previous Notice has been given</b>   |
|            | Nil  |
| <b>20.</b> | <b>Notices of Motion for Consideration at the Following Meeting</b>  |
|            | Nil  |
| <b>21.</b> | <b>Questions by Members of which Due Notice has been given</b>   |
|            | Nil  |
| <b>22.</b> | <b>Urgent Business Approved by the Person Presiding or by Decision of the Council</b>  |
|            | Nil  |
| <b>23.</b> | <b>Matters Behind Closed Doors</b>   |
|            | Nil  |
| <b>24.</b> | <b>Date and Time of Next Meeting</b>   |
|            | The next Ordinary Council meeting for the City of Rockingham will be held on <b>Wednesday 27 January 2021</b> commencing at 6:00pm in the Council Chambers, Civic Boulevard, Rockingham.                         |
| <b>25.</b> | <b>Closure</b>   |
|            | There being no further business, the Mayor thanked those persons present for attending the Council Meeting, wished all a Merry Christmas and a Happy New Year and declared the meeting closed at <b>8:17pm</b> . |