



City of Rockingham

MINUTES

Corporate and Community Development Committee Meeting

Held on Tuesday 15 February 2022 at 4:00pm
City of Rockingham Chambers




City of Rockingham
Corporate and Community Development
Committee Minutes
4:00pm Tuesday 15 February 2022



CONTENTS

1.	Declaration of Opening	3
2.	Record of Attendance/Apologies/Approved Leave of Absence	3
3.	Responses to Previous Public Questions Taken on Notice	4
4.	Public Question Time	4
5.	Confirmation of Minutes of the Previous Meeting	4
6.	Matters Arising from the Previous Minutes	4
7.	Announcement by the Presiding Person without Discussion	4
8.	Declaration of Member's and Officer's Interest	4
9.	Petitions/Deputations/Presentations/Submissions	5
10.	Matters for which the Meeting may be Closed	5
11.	Bulletin Items	5
	Corporate and General Management Services Information Bulletin – February 2022	5
	Community Development Information Bulletin – February 2022	7
12.	Agenda Items – Corporate and Community Development Committee	
	Community Development	10
	CD-004/22 Review of Community Grants Program priority areas and assessment criteria	10
	CD-005/22 Community Grants Program applications round three 2021/2022	15
	CD-006/22 Final Aqua Jetty Stage 2 Concept Design	23
13.	Reports of Council Members	32
14.	Addendum Agenda	32
15.	Motions of which Previous Notice has been Given	32
16.	Notices of Motion for Consideration at the Following Meeting	32
17.	Urgent Business Approved by the Person Presiding or by Decision of the Committee	32
18.	Matters Behind Closed Doors	32
19.	Date and Time of Next Meeting	32
20.	Closure	32

<div>City of Rockingham</div> <div>Corporate and Community Development Committee Meeting Minutes</div> <div>Tuesday 15 February 2022 - Council Chambers</div> <div></div>																																																					
1.	Declaration of Opening <p>The Chairperson declared the Corporate and Community Development Committee meeting open at 4:00pm and welcomed all present.</p> <p>Acknowledgement of Country</p> <p>The Mayor noted that the City of Rockingham acknowledges the Traditional Owners and Custodians of this land, the Binjareb and Whadjuk Nyoongar peoples and their continuing connection to the land, waters and community. We pay our respects to all members of Aboriginal communities and their cultures; and to Elders past and present.</p>																																																				
2.	Record of Attendance/Apologies/Approved Leave of Absence <table><tr><td>2.1 Council Members</td><td></td></tr><tr><td>Cr Leigh Liley</td><td>Chairperson</td></tr><tr><td>Cr Sally Davies</td><td></td></tr><tr><td>Cr Caroline Hume</td><td></td></tr><tr><td>Cr Robert Schmidt</td><td></td></tr><tr><td>Cr Rae Cottam</td><td></td></tr><tr><td>Cr Mark Jones</td><td>Deputising for Cr Craig Buchanan</td></tr><tr><td>Cr Dawn Jecks</td><td>Observer</td></tr><tr><td>Cr Lorna Buchan</td><td>Observer</td></tr><tr><td>2.2 Executive</td><td></td></tr><tr><td>Mr Michael Parker</td><td>Chief Executive Officer</td></tr><tr><td>Mr John Pearson</td><td>Director Corporate Services</td></tr><tr><td>Mr Michael Holland</td><td>Director Community Development</td></tr><tr><td>Mr Peter Doherty</td><td>Director Legal Services and General Counsel</td></tr><tr><td>Mr Jim Olynyk, JP</td><td>Manager Governance and Councillor Support</td></tr><tr><td>Ms Jessica Morgana</td><td>A/Manager Customer and Corporate Support</td></tr><tr><td>Mr Allan Moles</td><td>Manager Financial Services</td></tr><tr><td>Mr Alvin Santiago</td><td>Financial Controller</td></tr><tr><td>Ms Nollaig Baker</td><td>Manager Strategy and Corporate Communications</td></tr><tr><td>Mr Nick Brown</td><td>Manager Community and Leisure Facilities</td></tr><tr><td>Mr Gary Rogers</td><td>Manager Community Infrastructure Planning</td></tr><tr><td>Ms Julia Dick</td><td>Collaborative Manager, Community Capacity Bldg</td></tr><tr><td>Ms Alison Oliver</td><td>Manager Library and Information Services</td></tr><tr><td>Ms Jelette Edwards</td><td>Governance Coordinator</td></tr><tr><td>Ms Sue Langley</td><td>Governance Officer</td></tr><tr><td>Mrs Diane Zanre</td><td>PA to Director Community Development</td></tr></table>	2.1 Council Members		Cr Leigh Liley	Chairperson	Cr Sally Davies		Cr Caroline Hume		Cr Robert Schmidt		Cr Rae Cottam		Cr Mark Jones	Deputising for Cr Craig Buchanan	Cr Dawn Jecks	Observer	Cr Lorna Buchan	Observer	2.2 Executive		Mr Michael Parker	Chief Executive Officer	Mr John Pearson	Director Corporate Services	Mr Michael Holland	Director Community Development	Mr Peter Doherty	Director Legal Services and General Counsel	Mr Jim Olynyk, JP	Manager Governance and Councillor Support	Ms Jessica Morgana	A/Manager Customer and Corporate Support	Mr Allan Moles	Manager Financial Services	Mr Alvin Santiago	Financial Controller	Ms Nollaig Baker	Manager Strategy and Corporate Communications	Mr Nick Brown	Manager Community and Leisure Facilities	Mr Gary Rogers	Manager Community Infrastructure Planning	Ms Julia Dick	Collaborative Manager, Community Capacity Bldg	Ms Alison Oliver	Manager Library and Information Services	Ms Jelette Edwards	Governance Coordinator	Ms Sue Langley	Governance Officer	Mrs Diane Zanre	PA to Director Community Development
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	<p>2.3 Members of the Gallery: 1</p> <p>2.4 Apologies: Cr Craig Buchanan, JP</p> <p>2.5 Approved Leave of Absence: Nil</p>
3.	Responses to Previous Public Questions Taken on Notice
	Nil
4.	Public Question Time
	<p>4:01pm The Chairperson opened Public Question Time and invited members of the Public Gallery to ask questions. The Chairperson noted that questions should relate to the business of the Committee and this is the only opportunity in the meeting for the public to ask questions.</p> <p>There were none.</p>
5.	Confirmation of Minutes of the Previous Meeting
	<p>Moved Cr Hume, seconded Cr Jones:</p> <p>That Committee CONFIRMS the Minutes of the Corporate and Community Development Committee Meeting held on 18 January 2022, as a true and accurate record.</p> <p>Committee Voting (Carried) – 6/0</p>
6.	Matters Arising from the Previous Minutes
	Nil
7.	Announcement by the Presiding Person without Discussion
	<p>4:02pm The Chairperson announced to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the next Council meeting.</p>
8.	Declarations of Members and Officers Interests
	<p>8.1 Item CD-005/22 Community Grants Program applications round three 2021/2022</p> <p>Council Member: Cr Hayley Edwards, Deputy Mayor</p> <p>Type of Interest: Impartiality Interest</p> <p>Nature of Interest: Cr Hayley Edwards is a member of the Totally and Partially Disabled Veterans of WA</p> <p>Extent of Interest: Not Applicable</p> <p>4:02pm The Chairperson noted the interests declared in Item 8.1 and asked if there were any further interests to declare.</p>

	<p>8.2 Item CD-005/22 Community Grants Program applications round three 2021/2022</p> <p>Council Member: Cr Lorna Buchan</p> <p>Type of Interest: Impartiality</p> <p>Nature of Interest: Cr Lorna Buchan is a social member of the Secret Harbour Surf Life Saving Club, a member and currently Secretary of the Golden Bay Progress Association.</p> <p>As a consequence, there may be a perception that Cr Buchan's impartiality on the matter may be affected. Cr Buchan declares that she will consider this matter on its merits and vote accordingly</p> <p>Extent of Interest: Not Applicable</p> <p>8.3 Item CD-005/22 Community Grants Program applications round three 2021/2022</p> <p>Council Member: Cr Brett Wormall</p> <p>Type of Interest: Impartiality</p> <p>Nature of Interest: Cr Brett Wormall is a member of the Rotary International District 9465 - Rotary Club of Baldivis</p> <p>Extent of Interest: Not Applicable</p> <p>8.4 Item CD-006/22 Final Aqua Jetty Stage 2 Concept Design</p> <p>Council Member: Cr Mark Jones</p> <p>Type of Interest: Impartiality</p> <p>Nature of Interest: Cr Mark Jones' attends the Warnbro Community Church (previous employee) adjacent to the Aqua Jetty.</p> <p>Extent of Interest: Not Applicable</p> <p>The Chairperson noted there were no further interests declared.</p>
9.	Petitions/Deputations/Presentations/Submissions
	Nil
10.	Matters for which the Meeting may be Closed
	Nil
11.	Bulletin Items
	<p>Corporate and General Management Services Information Bulletin – February 2022</p> <p>Corporate Services</p> <ol style="list-style-type: none"> 1. Corporate Services Team Overview 2. Human Resource Update 3. Project Status Reports <ol style="list-style-type: none"> 3.1 Intranet Review and Update 3.2 Challenger Redevelopment Transition

	<ul style="list-style-type: none">4. Information Items<ul style="list-style-type: none">4.1 List of Payments January 20224.2 Monthly Financial Management Report December 20214.3 Amendment to Rate Record - Non-Rateable Land4.4 Awarding of Tenders by CEO - Delegated Authority4.5 Development Contribution Scheme <p>General Management Services Directorate</p> <ul style="list-style-type: none">1. General Management Services Team Overview2. Human Resource Update3. Project Status Reports4. Information items<ul style="list-style-type: none">4.1 Meetings and Events4.2 Use of the Common Seal4.3 COVID-19 <p>Governance and Councillor Support</p> <ul style="list-style-type: none">1. Governance and Councillor Support Team Overview2. Human Resource Update3. Project Status Reports4. Information Items<ul style="list-style-type: none">4.1 Freedom of Information (FOI) Requests4.2 Council Member Requests4.3 Citizenships4.4 Australian Coastal Councils Association Inc. Newsletter4.5 WALGA Quarterly Overview Report for the City of Rockingham4.6 Coming Events4.7 Notice of Motion – Status Report ¹ <p>Human Resources</p> <ul style="list-style-type: none">1. Human Resources Team Overview2. Human Resource Update3. Project Status Reports4. Information Items<ul style="list-style-type: none">4.1 Recruitment4.2 Occupational Safety and Health Statistics <p>Strategy, Marketing and Communications</p> <ul style="list-style-type: none">1. Strategy, Marketing and Communications Team Overview2. Human Resource Update3. Project Status Reports<ul style="list-style-type: none">3.1 City Signage3.2 Strategic Community Plan (2019-2029) - Major Review3.3 Customer Satisfaction Survey 20214. Information Items<ul style="list-style-type: none">4.1 Team Plan4.2 Communications Strategy4.3 Community Engagement Policy4.4 Community Engagement -Share your thoughts4.5 Social Media4.6 Media Tracking
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¹ Typographical error corrected

	Legal Services & General Counsel <ol style="list-style-type: none">1. Legal Services & General Counsel Team Overview2. Human Resource Update3. Project Status Reports4. Information Items<ol style="list-style-type: none">Provision of Legal Advice<ol style="list-style-type: none">4.1 Legal Advice – Local Government Operational Matters4.2 State Administrative Tribunal4.3 Magistrates Court4.4 Fair Work Commission4.5 Industrial Magistrates Courts4.6 National Redress Scheme
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Committee Recommendation

Moved Cr Schmidt, seconded Cr Hume:

That Council Members acknowledge having read the Corporate and General Management Services Information Bulletin – February 2022 and the content be accepted.

Committee Voting (Carried) – 6/0

	Community Development Information Bulletin – February 2022 Community Safety and Support Services <ol style="list-style-type: none">1. Community Safety and Support Services Team Overview2. Human Resource Update3. Project Status Reports<ol style="list-style-type: none">3.1 Building Community Resilience3.2 Assertive Outreach3.3 Social Connection Review Project3.4 Community Safety and Resilience Strategy Implementation3.5 Alcohol Management Plan4. Information Items<ol style="list-style-type: none">4.1 Community Support Services4.2 Rockingham Connect Community Transport Project4.3 Community Safety4.4 Community Engagement Library Services <ol style="list-style-type: none">1. Library Services Team Overview2. Human Resource Update3. Project Status Reports4. Information items<ol style="list-style-type: none">4.1 December 2021 Library Services Statistics4.2 ServiceWA App4.3 Mary Davies Library and Community Centre4.4 Baldivis South Community Centre4.5 Rockingham Library4.6 Safety Bay Library4.7 Warnbro Community Library4.8 December 2021 Library Facebook Activity
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Community Infrastructure Planning

1. Community Infrastructure Planning Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information items
 - 4.1 Aqua Jetty Stage 2
 - 4.2 Baldivis District Sporting Complex
 - 4.3 Koorana Reserve Master Plan
 - 4.4 Lark Hill Sportsplex Northern Expansion
 - 4.5 Mike Barnett Sports Complex – Outdoor Netball Courts
 - 4.6 Stan Twight Reserve Clubroom Extension

Community Capacity Building

1. Community Capacity Building Team Overview
2. Human Resource Update
3. Project Status Reports
 - 3.1 Seniors Strategy
 - 3.2 Health and Wellbeing Strategy
4. Information Items
 - 4.1 Community Grants Program
 - 4.2 Reconciliation Action Plan (RAP)
 - 4.3 Disability Access and Inclusion
 - 4.4 Seniors
 - 4.5 Volunteering
 - 4.6 Early Years, Children and Families
 - 4.7 Sport and Recreation
 - 4.8 Health and Wellbeing
 - 4.9 Rockingham Youth Centre
 - 4.10 Cultural Development and the Arts

Community and Leisure Facilities

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

Economic Development and Tourism

1. Economic Development and Tourism Team Overview²
2. Human Resource Update
3. Project Status Reports
 - 3.1 Local Business Development
 - 3.2 Iconic Economic Development / Tourism Events
 - 3.3 Destination Marketing
 - 3.4 Visitor Servicing Fee – Tourism Rockingham

² Typographical error corrected.

	4.	Information Items
	4.1	Stakeholder Engagement - Economic Development
	4.2	Stakeholder Engagement - Tourism

Committee Recommendation

Moved Cr Hume, seconded Cr Jones:

That Council Members acknowledge having read the Community Development Information Bulletin – February 2022 and the content be accepted.

Committee Voting (Carried) – 5/1
(Cr Schmidt voted against)

12. Agenda Items

Community Development

Community Development Community Capacity Building Community Grants Program Committee



Reference No & Subject:	CD-004/22	Review of Community Grants Program priority areas and assessment criteria
File No:	GRS/48	
Proponent/s:		
Author:	Ms Emma Youd, Community Development Officer	
Other Contributors:	Ms Jillian Obiri-Boateng, Collaborative Manager Community Capacity Building Ms Julia Dick, Collaborative Manager Community Capacity Building Mr Gary Rogers, Manager Community Infrastructure Planning Mr Cam Robbins, Coordinator Community Capacity Building Ms Kasey Sheridan, Community Infrastructure Project Officer	
Date of Committee Meeting:	15 February 2022	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's Role in this Matter:	Executive	
Site:		
Lot Area:		
Attachments:	Minutes of the Community Grants Program Committee meeting	
Maps/Diagrams:		

Purpose of Report

To consider and recommend priority areas and funding application assessment criteria for the Community Grants Program Committee until February 2024.

Background

The newly appointed Community Grants Program (CGP) Committee (GM-032/21, October 2021) is required to consider and recommend priority areas and funding application assessment criteria for the forthcoming two years.

At its meeting 28 February 2020 (CD-002/20) Council adopted the assessment criteria and amended the Terms of Reference for the CGP for the next two years until February 2022.

Details

Every two years the CGP Committee considers and recommends funding criteria including "application assessment criteria" and "priority areas" that will direct decision making for the forthcoming two years. Each grant is assessed against these funding criteria to priority areas.

The review of the CGP for 2020 and 2021 recommends minor updates, and one addition to each of the Funding Criteria and the Priority Areas.

Implications to Consider

a. **Consultation with the Community**

Nil

b. **Consultation with Government Agencies**

Nil

c. **Strategic**

Community Plan

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

Aspiration 1: *Actively Pursue Tourism and Economic Development*

Strategic Objective: *Coastal destination: Promote the City as the premier metropolitan coastal tourism destination*

Investment Attraction: Attract local and international investment to the City to contribute to the local economy.

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

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 CGP operates in line with the CGP Policy. The CGP Policy stipulates immediately following the Council elections, election of Committees and the election of the Presiding Member the first item of business for the CGP Committee is to consider and recommend priority areas and funding application assessment criteria that will prevail for the forthcoming two years for Council consideration.

e. **Financial**

Nil

f. **Legal and Statutory**

Not Applicable

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 CGP aims to provide assistance to incorporated organisations/associations that can deliver meaningful benefits and outcomes in the target areas of community development, sport and recreation, economic development, environment and heritage, culture and the arts, emergency services.

It is proposed to include an additional point for the Funding Criteria, 'Consulted with a relevant City officer about this project prior to submitting the application'. A similar process is in place with the Department of Local Government, Sport and Cultural Industries, Community Sport and Recreation Facilities Fund (CSRFF) program. This should assist in the application process by reducing the amount of follow up required by City staff on individual grant applications.

In addition, it is proposed to include 'Supports future planning of Club infrastructure' to ensure better planning for both Clubs and the City of Rockingham in identifying the Infrastructure projects that will be required in the future.

Voting Requirements

Simple Majority

Advisory Committee Recommendation

That Council **APPROVES** the following funding criteria for funding applications for the Community Grants Program until February 2024:

Funding Criteria

- Good description of short term and/or long term community benefits
- Alignment with City strategies
- Amount of community involvement in the program/event:
 - (demonstrates types of community members involved)
 - (Community impact – time / number of people / outcomes)
- Amount of volunteer involvement in program/event
- Recognition for the City
- Financial capacity of applicant to deliver the event
- Partnerships with other groups and/or consultation
- Other funding sources
- Capacity of program/event to grow and become sustainable in future
- Major events – short term and/or long term economic benefits
- Major events – attraction of overnight stays
- Governance and management of applicant organisation
- Project justification
- Financial commitment (applicants dollar contribution / reason why not included)
- Project planning
- Design (Community Infrastructure Grant)
- Consulted with a City staff member about this project prior to submitting the Grant application.

Priority Areas

- Supports Community Wellbeing
- Celebrates place, funding an event or champions an issue
- Supports Economic Development and Tourism

- Addresses Disadvantage
- Grows organisation; good governance; and/or sustainability
- Supports fundraising initiative
- Supports community use of facilities
- **Supports future planning of Club infrastructure**

Officer Recommendation if Different to Advisory Committee Recommendation

That Council **APPROVES** the following funding criteria for funding applications for the Community Grants Program until February 2024:

Funding Criteria

- Good description of short term and/or long term community benefits
- Alignment with City strategies
- Amount of community involvement in the program/event:
 - (demonstrates types of community members involved)
 - (Community impact – time / number of people / outcomes)
- Amount of volunteer involvement in program/event
- Recognition for the City
- Financial capacity of applicant to deliver the event
- Partnerships with other groups and/or consultation
- Other funding sources
- Capacity of program/event to grow and become sustainable in future
- Major events – short term and/or long term economic benefits
- Major events – attraction of overnight stays
- Governance and management of applicant organisation
- Project justification
- Financial commitment (applicants dollar contribution / reason why not included)
- Project planning
- Design **(Community Infrastructure Grant)**
- **Consulted with a relevant Officer of the City about this project prior to submitting the Grant application.**

Priority Areas

- Supports Community Wellbeing
- Celebrates place, funding an event or champions an issue
- Supports Economic Development **and Tourism**
- Addresses Disadvantage
- Grows organisation; good governance; and/or sustainability
- Supports fundraising initiative
- Supports community use of facilities
- **Supports future planning of Club infrastructure**

The Officer's Reason for Varying the Advisory Committee Recommendation

The final bullet point under 'Funding Criteria' has been changed to:

'Consulted with a relevant Officer of the City about this project prior to submitting the Grant application'.

This aligns with City protocols when referring to employees of the City, but does not change the intent of the statement.

Committee Recommendation

Moved Cr Davies, seconded Cr Jones:

That Council **APPROVES** the following funding criteria for funding applications for the Community Grants Program until February 2024:

Funding Criteria

- Good description of short term and/or long term community benefits
- Alignment with City strategies
- Amount of community involvement in the program/event:
 - (demonstrates types of community members involved)
 - (Community impact – time / number of people / outcomes)
- Amount of volunteer involvement in program/event
- Recognition for the City
- Financial capacity of applicant to deliver the event
- Partnerships with other groups and/or consultation
- Other funding sources
- Capacity of program/event to grow and become sustainable in future
- Major events – short term and/or long term economic benefits
- Major events – attraction of overnight stays
- Governance and management of applicant organisation
- Project justification
- Financial commitment (applicants dollar contribution / reason why not included)
- Project planning
- Design (Community Infrastructure Grant)
- Consulted with a relevant Officer of the City about this project prior to submitting the Grant application.

Priority Areas

- Supports Community Wellbeing
- Celebrates place, funding an event or champions an issue
- Supports Economic Development and Tourism
- Addresses Disadvantage
- Grows organisation; good governance; and/or sustainability
- Supports fundraising initiative
- Supports community use of facilities
- Supports future planning of Club infrastructure

Committee Voting (Carried) – 6/0

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

Not Applicable

Implications of the Changes to the Officer's Recommendation

Not Applicable

**Community Development
Community Capacity Building
Community Grants Program Committee**



Reference No & Subject:	CD-005/22	Community Grants Program applications round three 2021/2022
File No:	GRS/48	
Proponent/s:		
Author:	Ms Emma Youd, Community Development Officer	
Other Contributors:	Ms Jillian Obiri-Boateng, Collaborative Manager Community Capacity Building Ms Julia Dick, Collaborative Manager Community Capacity Building Mr Gary Rogers, Manager Community Infrastructure Planning Mr Brett Ashby, Manager Strategic Planning and Environment Mr Cam Robbins, Coordinator Community Capacity Building Ms Kasey Sheridan, Community Infrastructure Project Officer	
Date of Committee Meeting:	15 February 2022	
Previously before Council:		
Disclosure of Interest:	Cr Edwards declared an Impartiality Interest in item CD-005/22 Recommendations from the Community Grants Program applications round three 2021/2022 meeting, as detailed in Regulation 22 of the Local Government (Model of Conduct) Regulations 2021 and as per section 5.65 of the Local Government Act 1995, as she is a member of the Totally Partially and Disabled Veterans.	
Nature of Council's Role in this Matter:	Executive	
Site:		
Lot Area:		
Attachments:	Minutes of the Community Grants Program Committee meeting	
Maps/Diagrams:		

Purpose of Report

For Council to approve the recommendations in relation to the Community Grants Program 2021/2022 round three applications.

Background

The Community Grants Program (CGP) objective is:

"To provide financial assistance to community groups and individuals that will build capacity within the community, stimulate volunteering and youth development, and deliver sustainable, accessible and demonstrated social, environmental and economic benefits."

The CGP has five key areas comprising Minor Grants (Travel Subsidy Grants, Youth Encouragement Grants, General Grants), Major Grants, Major Events Sponsorship (MES), City Property Grants (Leased/Licensed Property Grants, Maintenance and Rates Subsidy), and Community Infrastructure Grants (Infrastructure Planning Grants and Infrastructure Capital Grants).

The City of Rockingham is committed to supporting incorporated not-for-profit organisations/associations, or those limited by guarantee (e.g. community groups and clubs) to assist with the delivery of programs, projects and events that benefit the Rockingham community. Major Grants, Major Event Sponsorship and Community Infrastructure Grants are advertised three times per year and presented to Council for approval.

Round three applications closed 4.30pm Friday, 19 November 2021.

Details

A total of nine applications were received in round three of the CGP 2021/2022, all grants were eligible within the grant criteria and one application withdrew. The withdrawn application was not assessed.

The eligible grants that were assessed were classified into the following categories:

- Major Grants – four (4) applications
- Community Infrastructure Grants – four (4) applications

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 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 CGP operates in line with the CGP Policy. The CGP Policy stipulates the Community Grants Program Committee will consider applications over three funding rounds per annum and applying as far as are practicable one third of budgeted funds in each round.

e. Financial

A total amount of \$28,427 is being recommended by officers for Major Grants and \$81,667.50 for Community Infrastructure Grants.

If Council support these recommendations there will be a balance of approximately \$283,000 in Community Grants and \$85,000 in the Community Infrastructure Grants.

It should be noted that the Community Grants balance of \$283,000 changes on a daily basis due to the General, Travel and Youth Encouragement grant requests.

f. Legal and Statutory

Not Applicable

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 CGP aims to provide assistance to incorporated organisations/associations that can deliver meaningful benefits and outcomes in the target areas of community development, sport and recreation, economic development, environment and heritage, culture and the arts, emergency services. Officers based their decisions in accordance with the CCB funding criteria.

2021/2022 Budget:

CGP Budget allocated	\$600,000
Funds spent to date:	(\$234,766)
Committed via MES	(\$53,706)
Committed/ requested on hold COVID-19	\$0
Balance	\$311,528
Recommended round three 2021/2022 applications	(\$28,427)
If approved, Total Remaining	\$283,101

CIP Budget allocated	\$182,052
CIP Funds spent to date:	(\$15,430)
Balance	\$166,622
Recommended round three 2021/2022 applications	(\$81,667.50)
If approved, Total Remaining	\$84,954.50

Voting Requirements

Simple Majority

Advisory Committee Recommendation

That Council **APPROVES** the allocation of funds for Major Grants and Community Infrastructure Grants under the 2021/2022 Community Grants Program (CGP) Round Three, subject to any listed additional conditions:

	Major Grants	Amount Requested (\$)	Committee Recommendation (\$)
A.	headspace Rockingham (360 Health and Community Ltd) Binder Library Program	\$6,255	\$6,255
B.	Rotary International District 9465 (Rotary Clubs of Rockingham, Baldivis and Palm Beach) Rotary International District 9465 Annual Conference 2022 Additional Grant Conditions: <ul style="list-style-type: none"> Your organisation is to follow the health advice provided by the WA Health Department in regards to COVID-19 at the time of your event. Your organisation is to provide an opportunity for the City of Rockingham Mayor to speak at the conference. 	\$10,000	\$10,000
C.	South East Regional Centre for Urban Landcare (inc) Control of Serious Weeds on the Southern Verge of Paganoni Road, Karnup	\$6,720	\$6,720
D.	Totally and Partially Disabled Veterans WA Bingo Fundraising Additional Grant Conditions: <ul style="list-style-type: none"> Subject to providing the City of Rockingham with a copy of your organisation's Public Liability Insurance that will be current at the time of the program. Your organisation is to follow the health advice provided by the WA Health Department in regards to COVID-19 at the time of your event. 	\$5,452	\$5,452
Subtotal Major Grants		\$28,427	\$28,427

	Community Infrastructure Grants	Amount Requested (\$)	Committee Recommendation (\$)
E.	Secret Harbour Surf Lifesaving Club Commercial space alternate use feasibility study Additional Grant Conditions: <ul style="list-style-type: none"> Options for the general public are considered City is included as an active stakeholder to the project Copy of the final Study is supplied to the City 	\$13,850	\$13,850
F.	Golden Bay Progress Association Golden Bay Community Garden community consultation and design Additional Grant Conditions: <ul style="list-style-type: none"> Lease agreement for the land secured prior to planning works commencing 	\$10,912.50	\$10,912.50

	Community Infrastructure Grants	Amount Requested (\$)	Committee Recommendation (\$)
G.	Rockingham Tennis Club Court resurfacing and fencing upgrade Additional Grant Conditions: <ul style="list-style-type: none"> All lessor consent conditions are to be met as listed on Form of Consent dated 23 December 2021 	\$50,000	\$50,000
H.	Secret Harbour Surf Lifesaving Club Cooling for sundeck server Additional Grant Conditions: <ul style="list-style-type: none"> All lessor consent conditions are to be met as listed on Form of Consent dated 21 December 2021 	\$13,810	\$6,905
Subtotal Community Infrastructure Grants		\$88,572.50	\$81,667.50

Officer Recommendation if Different to Advisory Committee Recommendation

That Council **APPROVES** the allocation of funds for Major Grants and Community Infrastructure Grants under the 2021/2022 Community Grants Program (CGP) Round Three, subject to any listed additional conditions:

	Major Grants	Amount Requested (\$)	Committee Recommendation (\$)
A.	headspace Rockingham (360 Health and Community Ltd) Binder Library Program	\$6,255	\$6,255
B.	Rotary International District 9465 (Rotary Clubs of Rockingham, Baldivis and Palm Beach) Rotary International District 9465 Annual Conference 2022 Additional Grant Conditions: <ul style="list-style-type: none"> Your organisation is to follow the health advice provided by the WA Health Department in regards to COVID-19 at the time of your event. Your organisation is to provide an opportunity for the City of Rockingham Mayor to speak at the conference. 	\$10,000	\$10,000
C.	South East Regional Centre for Urban Landcare (inc) Control of Serious Weeds on the Southern Verge of Paganoni Road, Karnup	\$6,720	\$6,720

	Major Grants	Amount Requested (\$)	Committee Recommendation (\$)
D.	Totally and Partially Disabled Veterans WA Bingo Fundraising Additional Grant Conditions: <ul style="list-style-type: none"> Subject to providing the City of Rockingham with a copy of your organisation's Public Liability Insurance that will be current at the time of the program. Your organisation is to follow the health advice provided by the WA Health Department in regards to COVID-19 at the time of your event. 	\$5,452	\$5,452
Subtotal Major Grants		\$28,427	\$28,427

	Community Infrastructure Grants	Amount Requested (\$)	Committee Recommendation (\$)
E.	Secret Harbour Surf Lifesaving Club Commercial space alternate use feasibility study Additional Grant Conditions: <ul style="list-style-type: none"> Options for the general public are considered City is included as an active stakeholder to the project The final draft feasibility study report requires City approval Copy of the final Study is supplied to the City 	\$13,850	\$13,850
F.	Golden Bay Progress Association Golden Bay Community Garden community consultation and design Additional Grant Conditions: <ul style="list-style-type: none"> Lease agreement for the land secured prior to planning works commencing 	\$10,912.50	\$10,912.50
G.	Rockingham Tennis Club Court resurfacing and fencing upgrade Additional Grant Conditions: <ul style="list-style-type: none"> All lessor consent conditions are to be met as listed on Form of Consent dated 23 December 2021 	\$50,000	\$50,000
H.	Secret Harbour Surf Lifesaving Club Cooling for sundeck servery Additional Grant Conditions: <ul style="list-style-type: none"> All lessor consent conditions are to be met as listed on Form of Consent dated 21 December 2021 	\$13,810	\$6,905
Subtotal Community Infrastructure Grants		\$88,572.50	\$81,667.50

The Officer's Reason for Varying the Advisory Committee Recommendation

Secret Harbour Surf Lifesaving Club – Commercial space alternate use feasibility study - An additional grant condition has been included to the recommendation.

As the facility owners it is important that the City is not only actively involved as a stakeholder in the Study but also ensures that the study report is submitted for City approval. This will assist the Study to consider all compliance and planning requirements associated with the tenure and zoning of the site, ensuring that the recommended outcomes of the Study are consistent with all legislative and Policy requirements.

Committee Recommendation

Moved Cr Davies, seconded Cr Hume:

That Council **APPROVES** the allocation of funds for Major Grants and Community Infrastructure Grants under the 2021/2022 Community Grants Program (CGP) Round Three, subject to any listed additional conditions:

	Major Grants	Amount Requested (\$)	Committee Recommendation (\$)
A.	headspace Rockingham (360 Health and Community Ltd) Binder Library Program	\$6,255	\$6,255
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C.	South East Regional Centre for Urban Landcare (inc) Control of Serious Weeds on the Southern Verge of Paganoni Road, Karnup	\$6,720	\$6,720
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Subtotal Major Grants		\$28,427	\$28,427

	Community Infrastructure Grants	Amount Requested (\$)	Committee Recommendation (\$)
E.	Secret Harbour Surf Lifesaving Club Commercial space alternate use feasibility study Additional Grant Conditions: <ul style="list-style-type: none"> Options for the general public are considered City is included as an active stakeholder to the project The final draft feasibility study report requires City approval Copy of the final Study is supplied to the City 	\$13,850	\$13,850
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Subtotal Community Infrastructure Grants		\$88,572.50	\$81,667.50

Committee Voting (Carried) – 6/0

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

Not Applicable

Implications of the Changes to the Officer's Recommendation

Not Applicable

Note: *Mr Michael Holland, Director Community Development advised the incorrect attachment had been included in report item CD-006/22 Final Aqua Jetty Stage 2 Concept Design. The correct version was tabled for member's information.*

Community Development Community Infrastructure Planning	
Reference No & Subject:	CD-006/22 Final Aqua Jetty Stage 2 Concept Design
File No:	CPR/1367
Proponent/s:	
Author:	Mr Matthew Emmott, Senior Community Infrastructure Planning Officer
Other Contributors:	Mr Gary Rogers, Manager Community Infrastructure Planning
Date of Committee Meeting:	15 February 2022
Previously before Council:	
Disclosure of Interest:	
Nature of Council's Role in this Matter:	Executive
Site:	87 Warnbro Sound Avenue, Warnbro
Lot Area:	21,687m ²
Attachments:	Aqua Jetty Stage 2 Concept Design
Maps/Diagrams:	<ol style="list-style-type: none">1. Aqua Jetty Aerial Photo2. Aqua Jetty Stage 2 Site Plan3. Aqua Jetty Stage 2 Ground Floor Concept Plan4. Aqua Jetty Stage 2 First Floor Concept Plan5. Aqua Jetty Stage 2 Artist's Impression 1 and 2

Purpose of Report

To seek Council endorsement of the Aqua Jetty Stage 2 Concept Design prior to the project proceeding to detailed design.

Background

The Aqua Jetty (AJ) is classified as a District level leisure facility serving a catchment of over a 10km radius and population of 75,000 to 150,000. Since its construction in 2003 the facility has provided a focus for aquatic, sporting, social, fitness and crèche services to residents and visitors to the City of Rockingham (City).

A 2010 Aqua Jetty Needs and Feasibility Study first identified the need for an expansion of the Aqua Jetty to service the City's forecast population.

In May 2021, following a competitive tender process, the City appointed Architects Donovan Payne to lead a consultancy team to develop the AJ Stage 2 concept, schematic and detailed designs. The AJ Stage 2 concept designs have now been finalised and are presented to Council for endorsement prior to proceeding to detailed design.

Details



1. Aqua Jetty aerial photo

- Community Infrastructure Planning (project lead);
- Infrastructure Project Delivery;
- Building and Health Services;
- Community and Leisure Facilities;
- Community Capacity Building;
- Operations and Fleet Services;
- Customer and Corporate Support; and
- Strategy and Communications.

The 2018 needs and feasibility study identified a number of critical considerations which influenced the future design and development of the centre:

- Activities most in demand, to service the community, related to learn to swim, casual swimming, gym and group fitness.
- Increasing the program capability of the existing AJ which includes expansions to both the wet and dry areas of the centre.
- Expansion of the car parking provision to support additional patronage.
- The need to relocate and re-align administrative offices, crèche, café, reception and retail areas to respond more effectively to customer needs and assist in improving the functional and financial performance of AJ.
- The potential to meet strong membership demand and generate increased income through the expansion and redevelopment of the gym, group fitness, personal fitness and membership areas.
- Improvements and realignment of water space to provide additional capacity for income generating learn to swim programs.
- Provision of improved family, disabled and individual changing room space and access.
- The importance of good quality changing room space has consistently been identified as a significant member attractor and retainer.
- The lack of sufficient storage to cater for all users, programs and services.

These considerations together with over \$2m in Asset Management works have been addressed through the Concept Design that once completed, will enable the AJ to remain the City's flagship aquatic and leisure facility. Key items of the concept design are further detailed below:

- **Wellness Suite:** this space will include the development of an accessible and larger hydrotherapy pool, new spa, sauna and steam rooms. This space will also include an adult change facility, storage and unisex accessible toilet (UAT) and assist in meeting current shortage in warm water programmable space within the facility.
- **Water Space:** The designs include increases in size and functionality of water bodies within the facility. This includes an expanded learn to swim pool located where the current hydrotherapy pool is. This space will alleviate the pressure on other water spaces within the facility for water programming and will provide an additional warm water space.
- **Water Play and Slides:** A redesigned leisure pool area which will accommodate new water play areas and interactive water play along with a redesign and expansion of the water slides area for the wider community.
- **Administration, Reception, Crèche, Café:** The redesign of the main administration and reception area along with the relocation of the café and crèche will bring these important services to the front of the facility. This will provide an improved experience for members and customers of the AJ.
- **Gym and Group Fitness Spaces:** Larger spaces for health and fitness programs are included within the designs such as a larger gymnasium and additional and larger group fitness and spin rooms. These spaces will improve the experience for dry users of the facility and increase the capacity of the gym both in equipment and workout areas along with the programs on offer in the group fitness area.
- **Change rooms:** the designs include a refurbishment and extension of the current change facilities adjacent to the leisure pool and 25m pool, and the gym area. Additionally the designs include the provision of three new adult change facilities, two servicing the wet areas, and one servicing the gym space. The designs also include the provision of a new family change village.
- **Water Accessibility:** an additional focus of the design was to improve accessibility throughout the facility, all of the water bodies within the facility will have accessible access whether it is through ramp access or hoist.

- **Asset Management:** Replacement and upgrade of mechanical ventilation, pool filtration and pool heating systems and refurbishment of existing change facilities.
- **Other Key Design Outcomes:** include increased storage throughout the centre, and additional functional layout improvements throughout the centre.



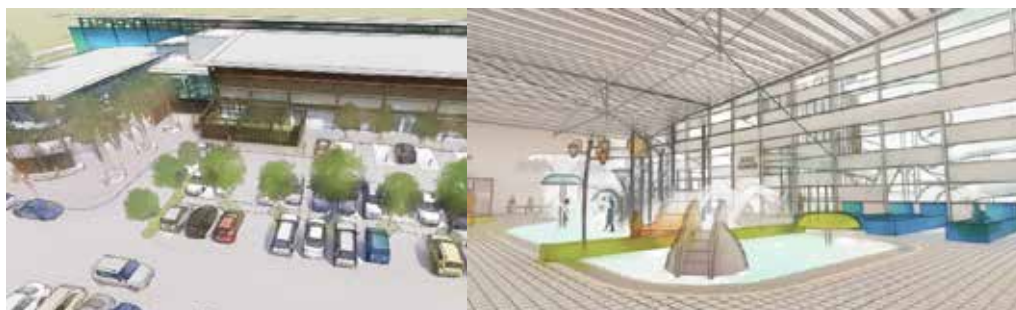
2. Aqua Jetty Stage 2 Site Plan



3. Aqua Jetty Stage 2 Ground Floor Concept Plan



4. Aqua Jetty Stage 2 First Floor Concept Plan



5. Aqua Jetty Stage 2 Artist's Impression 1 and 2

Implications to Consider

a. Consultation with the Community

The 2018 needs and feasibility study included consultation with the community through a series of consultation processes which included:

- General Community Consultation
- Aqua Jetty Member Consultation
- Youth Council Consultation
- Direct consultation with Rockingham Swimming Club and the adjacent Warnbro Community Church

Additionally, prior to the commencement of the design work for the AJ Stage 2 project, the City undertook an AJ member survey which included questions that specifically related to the AJ Stage 2 project.

The draft AJ Stage 2 concept design was advertised for public comment from Monday 6 December until Monday 20 December 2021. A period of 15 calendar days. The opportunity to comment was promoted through:

- The City's Facebook page on 6 December;
- Email to existing AJ members;
- Email to the two schools adjacent to the facility;
- Inclusion of a foyer presentation within the AJ facility;
- Media release sent to local media outlets and included on the City's website;
- Presentation to the City's Disability Access and Inclusion Advisory Committee on 1 December 2021; and

In addition to the above there were three separate community presentations at the AJ facility on Monday 13 December. City officers and the project architect were present. The three sessions were attended by approximately 60 community members.

At the close of the public comment period, 50 submissions were received.

The comments received have been summarised and grouped in the table below, including the City's response to the comments. Comments have been edited for language and grammar.

Community Comment	City Action / Response
13 comments relating to parking including; number of bays, accessible parking bays, motorcycle parking and secure parking for e-bikes	Car parking will be further addressed in the next phase of the project. There are set standards and legislative requirements that the City will be required to meet, with respect to the disabled parking bays. The Concept design currently allows for an increase of 52 parking bays as well as additional motorcycle and bus set down bays and provides disabled parking bays with immediate separate hardstand connection to the entry.
Nine of the comments related to operational items	These have been forwarded to the Aqua Jetty management team for consideration/action.
Five comments related to the inclusion of the active reserve space to the overall project scope	Any future consideration for facilities to service the active reserve space are separate to the AJ Stage 2 project. Users of the reserve may access the facility for toilets and café use
Four comments related to improvements to the landscaping adjacent to the 50m pool and entry area. In addition to the landscaping, two comments related to affixing permanent shade adjacent to the outdoor 50m pool	Landscaping designs to be refined in the next phase of the design. Permanent shade to be investigated in the next phase of the project.
Three comments related to the change facilities, both accessible and family change. An additional comment related to the inclusion of baby wall seats within the change rooms to assist parents in getting changed	The designs include the provision of two wet area adult change facilities and one dry adult change facility along with a new set of family change rooms and additional universal access toilets.

Community Comment	City Action / Response
Three comments related to the location and number of lockers	Locker spaces are provided for within the Concept design with locations and numbers to be confirmed in the next design phase of the project.
Other comments received included a query on the wellness suite including a bigger spa and sauna, water play and slides for children	All of these items are being included within the Concept design
Inclusion of a squash court, outdoor water play pool, and an extra 50m pool.	These items are not part of project scope and have not been considered as part of the Concept design

b. Consultation with Government Agencies

The Financial Assistance Agreement for \$10m in funding support through the WA Recovery Plan Funding Program was agreed to and signed by the City and the Department of Local Government Sport and Cultural Industries.

State Health Department regarding alignment with Aquatic Facility Regulations (2007) and Code of Practice for design, construction, operation management and maintenance of aquatic facilities (2020)

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: *Services and Facilities: Provide cost effective services and facilities which meet community needs.*

Strategic Objective: *Accessibility: Ensure that the City's infrastructure and services are accessible to seniors and to people with a disability*

Strategic Objective: *Community engagement: Facilitate comprehensive community engagement on issues facing the City, ensuring that residents can provide input into shaping our future.*

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*

Aspiration 4: *Deliver Quality Leadership and Business Expertise*

Strategic Objective: *Management of current assets: Maintain civic buildings, sporting facilities, public places and road and cycle way infrastructure based on best practice principles and life cycle cost analysis.*

d. Policy

The AJ Stage 2 Concept Design has been developed in line with the City's Sports and Community Facilities Provision Policy, 'the size and scale of community facilities will be guided by the City's Community Infrastructure Plan hierarchy, a needs assessment and feasibility study'. The draft final design is presented to Council as identified in the Policy 'the Draft facility concept plans will be presented to Council for approval'.

The cost estimate obtained for the AJ Stage 2 design includes a figure for public art (\$200,000) as outlined in the City's Art Collection Policy, \$3m or over – 2% of the estimated project cost up to a maximum \$200,000.

e. Financial

The current high level project cost estimates provided as part of the Concept design process indicate a cost of approximately \$27.5m. The City's 2021/2022 budget and business plan currently provides for a project budget amount of \$20.1m.

The cost estimate received includes an escalation figure of \$2m and design and construction contingencies of \$4m together with an extended builder preliminaries estimate of \$1.8m. These costs are included to allow for the level of uncertainty that currently exists in the construction industry in respect to material and labour costs. In addition there is allowance for environmentally sustainable design principles and public art totalling \$600k. Despite the current market conditions, the inclusion of these escalation, contingencies, and high preliminary costs as part of the Concept design costings should ensure that the overall project cost remains within the above cost estimate. Until such time as detailed design is completed and the outcome of the construction tender is known, it is not possible to estimate if any of these contingency, escalation and preliminaries costs may be reduced.

The City has been successful in receiving \$10m towards the delivery of this project from the State Government through the WA Recovery Plan. The Financial Assistance Agreement signed by the City and the State Government includes timeframes for the design and construction of the project to be completed in the latter half of the 2023/2024 financial year.

f. Legal and Statutory

The AJ Stage 2 concept design remains consistent with the requirements of the State Planning Policy 3.6 – Development Contributions for Infrastructure, and alignment with the City of Rockingham Town Planning Scheme No 2.

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 AJ Stage 2 designs have been developed to ensure that the facility is able to better meet current and future community expectations. Additionally, the designs will allow increased flexibility in programmable space to ensure that the City's facility management team can optimise the facility to best meet the growing membership base and their requirements.

These areas provide a wide range of health and fitness opportunities for members of the community to access. These facility and functional improvements will assist the facility management team to also generate additional income through increased memberships and increased capacity for a range of aquatic and dry programmes and opportunities.

The enhanced learn to swim programme space will assist in the facility meeting demand from schools, vac swim and mothers and babies classes and provide valuable skill development to a wide cross section of the community whilst also generating additional income for the facility

Casual swimming attractions such as interactive water spaces and improved water slide facilities will also increase facility attendance and generate additional income.

Discussions held with the City's Coordinator Leisure Facilities during the planning and concept design phases of the project have indicated that increased usage in attendance/memberships would be expected following the completion of the project. Evidence of this has occurred at other recent aquatic facility upgrades at Armadale and Mandurah (both of which were designed by Donovan and Payne, - the same Architect team appointed by the City for the AJ Stage 2 project).

Community feedback both verbally and written at the presentation sessions and through 'Share Your Thoughts' have in the majority been extremely positive.

The project team will continue to work with the design team in order to ensure project outcomes are realised in recognition of the consultation and functional outcomes as outlined previously in this report. This will be done in accordance with the Concept design cost estimate. This will include a number of extensive reviews of schematic and detailed draft designs, as well as consideration and review of equipment and material selection.

The designs have also been developed to include a large number of asset maintenance works in excess of \$2m, identified by the City's Operations and Fleet Services team through the City's Business Plan. There will also be long term operational and functional efficiencies gained as a result of these works being included within the project.

The Concept designs were presented to the City's Disability and Access Inclusion Advisory Committee in December 2021, and throughout the design process the detailed designs will be reviewed by a qualified access consultant to ensure the facilities and the site are accessible to all members of our community.

Subject to Council endorsement of the AJ Stage 2 Concept Design, detailed design works will commence immediately.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ENDORSES** the Aqua Jetty Stage 2 Concept Design dated January 2022.

Committee Recommendation

Moved Cr Jones, seconded Cr Hume:

That Council **ENDORSES** the Aqua Jetty Stage 2 Concept Design dated January 2022.

Committee Voting (Carried) – 6/0

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

Not Applicable

Implications of the Changes to the Officer's Recommendation

Not Applicable

13.	Reports of Council Members
	Nil
14.	Addendum Agenda
	Nil
15.	Motions of which Previous Notice has been given
	Nil
16.	Notices of motion for Consideration at the Following Meeting
	Nil
17.	Urgent Business Approved by the Person Presiding or by Decision of the Committee
	Nil
18.	Matters Behind Closed Doors
	Nil
19.	Date and Time of Next Meeting
	<p>The Chairperson, on behalf of the Committee, thanked Ms Julia Dick and Ms Jillian Obiri-Boateng for their valuable contribution to the City and wished them both well for the future.</p> <p>The next Corporate and Community Development Committee meeting will be held on Tuesday 15 March 2022 in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.</p>
20.	Closure
	<p>There being no further business, the Chairperson thanked those persons present for attending the Corporate and Community Development Committee meeting, and declared the meeting closed at 4:27pm.</p>