



City of Rockingham

MINUTES

Corporate and Community Development Committee Meeting

Held on Tuesday 18 July 2023 at 4:00pm
City of Rockingham Council Chamber




City of Rockingham
Corporate and Community Development
Committee Minutes
4:00pm Tuesday 18 July 2023



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<p style="text-align: center;">City of Rockingham Corporate and Community Development Committee Meeting Minutes Tuesday 18 July 2023 - Council Chamber</p> 																																											
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 Chairperson 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																																										
	<p>2.1 Council Members</p> <table> <tr> <td>Cr Leigh Liley</td><td>Chairperson</td></tr> <tr> <td>Cr Craig Buchanan, JP</td><td></td></tr> <tr> <td>Cr Sally Davies (via Zoom)</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 Lorna Buchan</td><td>Deputising for Cr Cottam</td></tr> </table> <p><i>Note: All Council Members attending by electronic means have endorsed declarations pursuant to Local Government (Administration) Regulations 1996, r14C(5) which are captured in the City's record management system. This Note is to reflect the requirements of r.14C (7).</i></p> <p>2.2 Executive</p> <table> <tr> <td>Mr Michael Parker (arrived at 4.25pm)</td><td>Chief Executive Officer</td></tr> <tr> <td>Mr John Pearson (on podium with Chairperson for meeting duration)</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>Mr Michael Yakas</td><td>Manager Customer and Corporate Support</td></tr> <tr> <td>Mr Allan Moles</td><td>Manager Waste Services</td></tr> <tr> <td>Mr Alvin Santiago</td><td>Manager Financial Services</td></tr> <tr> <td>Ms Katie MacLachlan</td><td>Financial Controller</td></tr> <tr> <td>Mr Michael Callaghan</td><td>A/Manager Strategy and Corporate Communications</td></tr> <tr> <td>Mr Gary Rogers</td><td>Manager Community Infrastructure Planning</td></tr> <tr> <td>Ms Mary-Jane Rigby</td><td>Manager Community Safety and Support Services</td></tr> <tr> <td>Mr Paul Hayward</td><td>Manager, Community Capacity Building</td></tr> <tr> <td>Ms Fran Bullock</td><td>A/Manager Library and Information Services</td></tr> <tr> <td>Ms Melissa James</td><td>A/Manager Economic Development and Tourism</td></tr> </table>	Cr Leigh Liley	Chairperson	Cr Craig Buchanan, JP		Cr Sally Davies (via Zoom)		Cr Caroline Hume		Cr Robert Schmidt		Cr Lorna Buchan	Deputising for Cr Cottam	Mr Michael Parker (arrived at 4.25pm)	Chief Executive Officer	Mr John Pearson (on podium with Chairperson for meeting duration)	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	Mr Michael Yakas	Manager Customer and Corporate Support	Mr Allan Moles	Manager Waste Services	Mr Alvin Santiago	Manager Financial Services	Ms Katie MacLachlan	Financial Controller	Mr Michael Callaghan	A/Manager Strategy and Corporate Communications	Mr Gary Rogers	Manager Community Infrastructure Planning	Ms Mary-Jane Rigby	Manager Community Safety and Support Services	Mr Paul Hayward	Manager, Community Capacity Building	Ms Fran Bullock	A/Manager Library and Information Services	Ms Melissa James	A/Manager Economic Development and Tourism
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	<p>Ms Louise Pleasance Governance Coordinator</p> <p>Ms Diane Zanre PA to Director Community Development</p> <p>Ms Demi McRedmond EA to Director Corporate Services</p>
2.3	Members of the Gallery: Nil
2.4	Apologies: Nil
2.5	Approved Leave of Absence:
	Cr Rae Cottam
3.	Responses to Previous Public Questions Taken on Notice
	Nil
4.	Public Question Time
4.01pm	<p>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 Buchanan, seconded Cr Schmidt:</p> <p>That Committee CONFIRMS the Minutes of the Corporate and Community Development Committee Meeting held on 20 June 2023, as a true and accurate record.</p> <p style="text-align: right;">Committee Voting (Carried) – 6/0</p>
6.	Matters Arising from the Previous Minutes
	Nil
7.	Announcement by the Presiding Person without Discussion
4.02pm	<p>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
8.1	<p>Item CD-016/23 Community Grants Program applications round one 2023/2024</p> <p>Council Member: Cr Hayley Edwards, Deputy Mayor</p> <p>Type of Interest: Impartiality</p> <p>Nature of Interest: Cr Edwards is a member of Totally and Partially Disabled Veterans WA and will deal with the matter on its merits and vote accordingly.</p> <p>Extent of Interest: Not Applicable</p>

	8.2	Item CD-016/23	Community Grants Program applications round one 2023/2024
		Council Member:	Cr Lorna Buchan
		Type of Interest:	Impartiality
		Nature of Interest:	Cr Buchan has a family membership to the Naragebup Environment Centre and is an ex-officio member of the Management Committee and will deal with the matter on its merits and vote accordingly.
		Extent of Interest:	Not Applicable
	8.3	Item CD-016/23	Community Grants Program applications round one 2023/2024
		Council Member:	Cr Robert Schmidt
		Type of Interest:	Impartiality
		Nature of Interest:	Involved with advocating for memorandum of understanding with the City and the Singleton Irwinians Cricket Club and will deal with the matter on its merits and vote accordingly.
		Extent of Interest:	Not Applicable
	8.4	Item CD-016/23	Community Grants Program applications round one 2023/2024
		Council Member:	Cr Leigh Liley
		Type of Interest:	Impartiality
		Nature of Interest:	Is a member of the Rockingham Golf Club and will deal with the matter on its merits and vote accordingly.
		Extent of Interest:	Not Applicable
9.	Petitions/Deputations/Presentations/Submissions		
	Nil		
10.	Matters for which the Meeting may be Closed		
	Nil		
11.	Bulletin Items		
	Corporate and General Management Services Information Bulletin – July 2023 Corporate Services <ol style="list-style-type: none"> 1. Corporate Services Team Overview 2. Project Status Reports <ol style="list-style-type: none"> 2.1 Online Rostering 2.2 Mandalay Upgrade 3. Information Items <ol style="list-style-type: none"> 3.1 List of Payments June 2023 3.2 Monthly Financial Management Report May 2023 3.3 Leased Property Maintenance Grants 3.4 Delegated Authority to Dispose of Property by way of Lease 		

	<ul style="list-style-type: none"> 3.5 Development Contribution Scheme 3.6 Draft State Waste Infrastructure Plan
	<p>General Management Services Directorate</p> <ul style="list-style-type: none"> 1. General Management Services Team Overview 2. Project Status Reports 3. Information Items <ul style="list-style-type: none"> 3.1 Meetings and Events 3.2 Use of the Common Seal
	<p>Governance and Councillor Support</p> <ul style="list-style-type: none"> 1. Governance and Councillor Support Team Overview 2. Project Status Reports 3. Information Items <ul style="list-style-type: none"> 3.1 Freedom of Information (FOI) Requests 3.2 Council Member Requests 3.3 Citizenships 3.4 Australian Coastal Councils Association Inc. Newsletter 3.5 Coming Events 3.6 Notice of Motion – Status Report
	<p>Human Resources</p> <ul style="list-style-type: none"> 1. Human Resources Team Overview 2. Project Status Reports 3. Information Items <ul style="list-style-type: none"> 3.1 Recruitment 3.2 Occupational Safety and Health Statistics
	<p>Strategy, Marketing and Communications</p> <ul style="list-style-type: none"> 1. Strategy, Marketing and Communications Team Overview 2. Project Status Reports <ul style="list-style-type: none"> 2.1 Strategic Community Plan (2023-2033) - Major Review 2.2 Customer Satisfaction Survey 2022 3. Information Items <ul style="list-style-type: none"> 3.1 Team Plan 3.2 Signage Framework Policy 3.3 Community Engagement -Share your thoughts 3.4 Social Media 3.5 Media Tracking
	<p>Legal Services & General Counsel</p> <ul style="list-style-type: none"> 1. Legal Services & General Counsel Team Overview 2. Project Status Reports 3. Information Items <ul style="list-style-type: none"> Provision of Legal Advice <ul style="list-style-type: none"> 3.1 Legal Advice – Local Government Operational Matters 3.2 Legal Advice – Local Government Operational Matters

Committee Recommendation

Moved Cr Buchanan, seconded Cr Hume:

That Council Members acknowledge having read the Corporate and General Management Services Information Bulletin – July 2023 and the content be accepted.

Committee Voting (Carried) – 6/0

Community Development Information Bulletin – July 2023

Community Safety and Support Services

1. Community Safety and Support Services Team Overview
2. Project Status Reports
 - 2.1 Alcohol Management Plan
 - 2.2 Community Services Mapping
 - 2.3 CCTV Plan
 - 2.4 Assertive Outreach
 - 2.5 Social Connection and Support Pilot Project
 - 2.6 Community Safety and Support Services Strategy Implementation
3. Information Items
 - 3.1 Community Support Services
 - 3.2 Rockingham Connect Community Transport Project
 - 3.3 Community Safety
 - 3.4 Community Engagement

Library Services

1. Library Services Team Overview
2. Project Status Reports
3. Information Items
 - 3.1 May 2023 Library Services Statistics
 - 3.2 Mary Davies Library and Community Centre
 - 3.3 Baldivis South Community Centre
 - 3.4 Rockingham Library
 - 3.5 Safety Bay Library
 - 3.6 Warnbro Community Library
 - 3.7 May 2023 Library Facebook Activity

Community Infrastructure Planning

1. Community Infrastructure Planning Team Overview
2. Project Status Reports
3. Information Items
 - 3.1 Aqua Jetty Stage 2
 - 3.2 Baldivis District Sporting Complex
 - 3.3 Lark Hill Sportsplex Northern Expansion
 - 3.4 Stan Twight Reserve Clubroom Redevelopment
 - 3.5 Anniversary Park Clubroom Masterplan
 - 3.6 Community Infrastructure Functionality Audit Report
 - 3.7 Safety Bay Foreshore Community Facility Development

Community Capacity Building

1. Community Capacity Building Team Overview
2. Project Status Reports
 - 2.1 Seniors Strategy
 - 2.2 Health and Wellbeing Strategy
 - 2.3 Cultural Development and the Arts Strategy
3. Information Items
 - 3.1 Community Grants
 - 3.2 Reconciliation Action Plan
 - 3.3 Disability Access and Inclusion
 - 3.4 Seniors
 - 3.5 City Volunteers
 - 3.6 Rockingham Volunteer Centre

	<ul style="list-style-type: none">3.7 Early Years, Children and Families3.8 Sport and Recreation3.9 Health and Wellbeing3.10 Rockingham Youth Centre (RYC)3.11 Cultural Development and the Arts3.12 Rockingham Arts Centre
	Community and Leisure Facilities
	<ul style="list-style-type: none">1. Community and Leisure Facilities Team Overview2. Project Status Reports3. Information Items<ul style="list-style-type: none">3.1 Aqua Jetty3.2 Warnbro Community Recreation Centre3.3 Mike Barnett Sports Complex3.4 Gary Holland Community Centre3.5 Autumn Centre3.6 Baldivis Indoor Sport Complex
	Economic Development and Tourism
	<ul style="list-style-type: none">1. Economic Development and Tourism Team Overview2. Project Status Reports<ul style="list-style-type: none">2.1 Local Business Development2.2 Iconic Economic Development / Tourism Events2.3 Destination Marketing2.4 Visitor Servicing Fee for Service3. Information Items<ul style="list-style-type: none">3.1 Stakeholder Engagement - Economic Development3.2 Stakeholder Engagement - Tourism

Committee Recommendation

Moved Cr Hume, seconded Cr Buchanan:

That Council Members acknowledge having read the Community Development Information Bulletin – July 2023 and the content be accepted.

Committee Voting (Carried) – 6/0

12. Agenda Items

Corporate Services

Corporate Services Director and Support		
Reference No & Subject:	CS-016/23	Council Policy – Self-Supporting Loans by Incorporated Associations
File No:	CPM/3-7	
Proponent/s:		
Author:	Mr Alvin Santiago, Manager Financial Services	
Other Contributors:		
Date of Committee Meeting:	18 July 2023	
Previously before Council:	23 October 2018 (CS-018/18)	
Disclosure of Interest:		
Nature of Council's Role in this Matter:	Executive	
Attachments:		
Maps/Diagrams:		
Site:		
Lot Area:		

Purpose of Report

For Council to approve the revised Council Policy – Self-Supporting Loans by Incorporated Associations.

Background

Council Policy – Self-Supporting Loans by Incorporated Associations was adopted in October 2009 and amended in October 2018.

Local government authorities in Western Australia may choose to provide self-supporting loans to Incorporated Associations. Self-supporting loans may provide immediate financial assistance to fund capital projects, especially to Incorporated Associations. However, the long-term commitment and indebtedness associated with self-supporting loans often create undue financial pressure on the borrowing organisations.

Council Policy – Self-Supporting Loans by Incorporated Associations acknowledges this risk and aims to protect these organisations to enhance their financial independence.

Details

Council Policy – Self-Supporting Loans by Incorporated Association has been reviewed with only minor changes to ensure correct definitions are applied.

Implications to Consider

a. Consultation with the Community

Nil. Changes proposed are considered minor and do not change the intent of the policy.

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

Council Policy – Self-Supporting Loans by Incorporated Associations is an existing Council policy and reflects the current practice.

Council Policy – Policy Framework provides for Council policies to be advertised prior to final adoption. Given the recommended changes are reflective of current practice and minor in nature, this is not proposed to occur.

e. Financial

Nil

f. Legal and Statutory

Local Government Act 1995 section 6.20 and section 6.21 explains the local government's power to borrow and restrictions on borrowing, respectively. These provisions apply to self-supporting loans.

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

Most Incorporated Associations rely on memberships and have limited ability to increase revenue to meet loan repayment obligations. When a self-supporting loan is taken in one year, there will be long-term implications on the cash requirements that must be met year-on-year. Furthermore, the long-term financial pressure associated with the self-supporting loans may also complicate the financial affairs of the Incorporated Associations, which are run mainly by volunteers with varying financial management capabilities.

As per current practice, the financial independence of Incorporated Associations is enhanced by the City of Rockingham's continued provision of fit-for-purpose facilities.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ADOPTS** the Council Policy – Self-Supporting Loans by Incorporated Associations.

Council Policy – Self-Supporting Loans by Incorporated Associations

Council Policy Objective

To ~~improve the financial sustainability~~ clearly articulate the City's position on self-supporting loans for of Incorporated Associations. ~~by removing their ability to access self-supporting loans from the City of Rockingham~~

Council Policy Scope

This policy applies to Incorporated Associations seeking a loan from the City of Rockingham and all City employees responding to loan requests.

Council Policy Statement

The City provides fit for purpose cultural and recreation facilities to Incorporated Associations. ~~at no cost to the association~~. This is planned for and executed pursuant to the City of Rockingham Community Infrastructure Plan and the **Council Policy – Sports and Community Facility Provision Policy**.

The City of Rockingham ~~does will~~ not provide ~~Incorporated Associations with~~ self-supporting loans to ~~reduce the risk of long-term financial pressure to Incorporated Associations~~.

Definition

Self-Supporting Loan – a loan raised by a local government with a financial institution to which the local government must repay. A separate agreement is formed with the Incorporated Association who undertakes to reimburse the capital, interest and loan guarantee payments of the loan to the local government. The payment arrangement between the local government and the Incorporated Association is not guaranteed and the local government is liable for the continued payments to the financial institution regardless of Incorporated Associations status or financial standing.

~~**Self-Supporting Loan** – a local government acts as guarantor and intermediary with a financial institution to allow an Incorporated Association to obtain funds. The payment arrangement between the local government and the Incorporated Associations is not guaranteed and the local government is liable for the payment of any debts or defaults to the financial institution.~~

Legislation

Nil

Other Relevant Policies/Key Documents

Council Policy – Sports and Community Facility Provision Policy

City of Rockingham Community Infrastructure Plan

Responsible Division

Corporate Services

Review Date

~~July 2026 August 2024~~

Committee Recommendation

Moved Cr Buchanan, seconded Cr Buchan:

That Council **ADOPTS** the Council Policy – Self-Supporting Loans by Incorporated Associations.

Council Policy – Self-Supporting Loans ~~to by~~ Incorporated Associations

Council Policy Objective

To ~~improve the financial sustainability~~ clearly articulate the City's position on self-supporting loans for ~~of~~ Incorporated Associations. ~~by removing their ability to access self-supporting loans from the City of Rockingham~~

Council Policy Scope

This policy applies to Incorporated Associations seeking a loan from the City of Rockingham and all City employees responding to loan requests.

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Legislation

Nil

Other Relevant Policies/Key Documents

Council Policy – Sports and Community Facility Provision Policy

City of Rockingham Community Infrastructure Plan

Responsible Division

Corporate Services

Review Date

~~July 2026 August 2024~~

Committee Voting (Carried) – 6/0

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

Minor change to the title of the policy to clearly reflect its purpose.

Implications of the Changes to the Officer's Recommendation

Not Applicable

Corporate Services Director and Support



Reference No & Subject:	CS-017/23 Council Policy – Property Investment Framework
File No:	CPR/1263-2
Proponent/s:	
Author:	Ms Helen Savage, Senior Projects Officer (Corporate Services)
Other Contributors:	
Date of Committee Meeting:	18 July 2023
Previously before Council:	18 October 2022 (CS-014/22), 26 April 2023 (CS-007/23), 16 May 2023 (CS-013/23)
Disclosure of Interest:	
Nature of Council's Role in this Matter:	Executive
Attachments:	
Maps/Diagrams:	
Site:	
Lot Area:	

Purpose of Report

The purpose of this report is for Council to adopt the Council Policy – Property Investment Framework.

Background

The City of Rockingham (City) does not currently have a policy to oversee the acquisition, retainment or disposal of freehold property. In the absence of a 'Property Investment Framework' the management of funds that are generated from investment properties is managed on a case by case basis dependent on the relevant resolution from Council.

In October 2022, Council resolved for a Property Investment Framework Policy ('the Policy') to be prepared following a Councillor Engagement Session. In May 2023, Council resolved to advertise the draft Policy for the purposes of public comment.

Details

The purpose of introducing a Property Investment Framework Policy is to provide a way of identifying, classifying and managing any funds that are generated from the identified investment properties.

A copy of the proposed Policy was advertised for the public to view and submit their comments from 6 June 2023 to 28 June 2023. Advertising occurred through the following means:

- i) an invitation to comment was placed on the City's website through the 'Share Your Thoughts' webpage for the duration of the advertising period;
- ii) a public notice was published in the Sound Telegraph newspaper on 7 June 2023;

- iii) a social media post on the City's Facebook page was published on 16 June 2023; and
- iv) an advertisement explaining the draft Policy was made available for inspection at the City of Rockingham Administration Building and libraries.

At the close of the advertising period, no queries or comments were received on the proposed Policy.

Implications to Consider

a. Consultation with the Community

The draft Policy was advertised for public consultation in accordance with the requirements of Council Policy – Policy Framework for a total of 18 days, closing on 28 June 2023. The 14 calendar day minimum required by the Council Policy – Policy Framework was satisfied.

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: *Revenue sources – Identify and implement strategies to introduce alternative revenue sources for the City*

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 Council Policy – Policy Framework guides the process for adopting and/or amending a Council Policy; this has been adhered to.

If the proposed Policy is approved by Council, it will be recorded in the City's record management system and reviewed at a minimum once every three years.

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

A Property Investment Framework Policy will provide guiding principles for the management of the City's property investment portfolio. Whilst the Policy will deliver a basis to classify all City owned properties, it focuses on identifying and managing 'investment properties' with the intention to generate their highest revenue potential and use.

No comments were received from the community during the consultation period and the Policy is recommended for adoption without modification.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ADOPTS** the Council Policy – Property Investment Framework.

Committee Recommendation

Moved Cr Buchan, seconded Cr Schmidt:

That Council **ADOPTS** the Council Policy – Property Investment Framework.

Council Policy – Property Investment Framework

Council Policy Objective

To:

- Establish a Framework to support the City's strategic goals by generating additional revenue through the management of the City's Property Assets.
- Adopt a prudent investment approach to the acquisition, development and divestment of the City's Property Assets.

Council Policy Scope

The Policy applies to the management of the City's Property Assets comprising of land and/or buildings held in freehold title only for income generation or capital appreciation (or both).

Council Policy Statement

Through the strategic acquisition, management and divestment of Property Assets, the City aims to maximise income generation or capital appreciation (or both). Decisions on Property Assets must be guided by-market driven rationale.

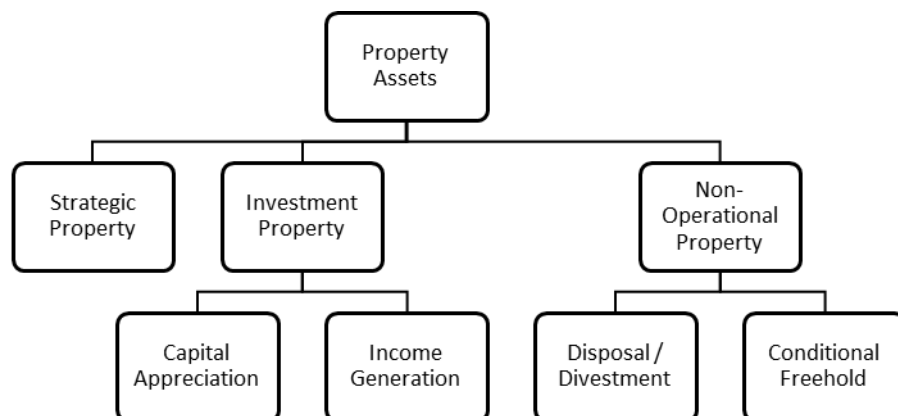
Authorised Investments

For a property investment to be authorised, under this Policy, it must be:

- Made in the name of the City of Rockingham
- Presented to Council for due consideration and determination, prior to the acquisition or divestment of the property.

Classification of Property

The City owns a number of Property Assets that are held in freehold title. These assets are classified as Strategic Property, Investment Property or Non-operational Property. The classification of a Property Asset is not fixed. The Chief Executive Officer must ensure that properties are, and remain, accurately classified.



Strategic Property

This classification is property that is to be held and/or developed to achieve key strategic goals of the City. The acquisition, development or disposal of property in this classification will be assessed according to its alignment with the City's broader strategy needs related to civic, community and public spaces objectives. Unlike Investment Property, this classification is not solely concerned with the income generation or capital appreciation.

Investment Property

This classification is property held in freehold title for income generation or capital appreciation (or both). Investment Property will not be used for civic or community property purposes unless permitted pursuant to the Council Policy – Leasing. Investment Property will be managed and monitored to generate its highest revenue potential.

- Income Generation

This classification is for property where maximising income generation is the principal objective. Rent payable will be continually monitored with regular market rent reviews in accordance with Council Policy – Leasing.

- Capital Appreciation

This classification includes property (typically vacant land) which is either undeveloped or underdeveloped. Regular market valuations as determined by an independent licensed property valuer will be carried out on these properties at least every five years. This type of property will be held for capital appreciation until such time as the market conditions are favourable for this property to be considered for divestment. Rezoning may also be considered for capital appreciation properties where it is likely to improve the financial return of a property.

Non-Operational Property

This classification is property that has been identified as being surplus to City requirements and may be considered for divestment purposes.

- Disposal/Divestment

This classification includes property that has been identified as not providing sufficient benefit to the City and is subject to sale.

- Conditional Freehold

This classification includes property (typically vacant land) which is subject to conditions held by the City, for the purpose of providing public open space or some other community purpose. Property with this classification will not need to be reclassified to Disposal/Divestment.

Acquisition of Property

The following criteria will be applied in assessing investment properties for acquisition:

i. Property Type/Land Use

Investment in land, commercial or industrial property may be considered for acquisition. Investment will not be made in residential properties or complex land development opportunities.

ii. Geographic Location of Property

Property must be located within the close proximity to major infrastructure including public hospitals, transport, employment, retail and education. Property must be within the metropolitan area.

iii. Age of Building / Remaining Useful Life

Where land has a building on it, consideration must be given to the age of the building and its remaining useful life.

iv. Initial Investment

The market value of a proposed Investment Property must be determined by an independent licensed property valuer.

v. Recovery of Debt Time

The estimated length of time required to recover any debt raised for acquisition through the initial capital investment.

Management of Investment Property Portfolio

The income generated from Investment Property should be managed to achieve a maximum return taking into account the market condition and risk profile.

Investment Property Income Reserve

The Investment Property Income Reserve will hold all net surplus funds generated from Investment Properties. The funds held in this reserve will be used to meet all expenses incurred in the managing of Investment Properties or to finance specific community projects. Surplus funds may also be reinvested into the Investment Property Reserve to preserve and augment the value of the City's Property Assets.

Sale of Property

When property is no longer classified as Strategic Property or Investment Property and no other higher performing purpose can be identified, the property may be put forward to the Council for sale. The disposition requirements pursuant to s3.58 of the *Local Government Act 1995* must be satisfied.

Investment Property Reserve

The Investment Property Reserve will hold all revenue generated from the disposal of Non-Operational Property. The funds held in this reserve will be solely used to acquire or develop future Investment Properties.

Monitoring and Reporting

Details relating to each Investment Property must be maintained within a Property Assets register for the purposes of management and identification. Annual statements reporting on the net income and valuation of Investment Property must be provided through the information bulletin.

Executive Policy and Procedures

The Chief Executive Officer is to maintain Executive Policies and Procedures to ensure Property Assets are managed effectively and in accordance with legislative requirements.

Delegations

For the avoidance of doubt, Council may choose to Delegate Authority to the CEO pursuant to section 5.42 power to agree to dispose of Investment Property and the terms (including price) of any disposal.

Definitions

Investment Property – operational land and/or buildings held to generate revenue or for capital appreciation (or both).

Non-Operational Property – sites which have been identified as being surplus to City requirements and may be considered for divestment purposes.

Property Assets – Investment Property, Non-Operational Property and Strategic Property.

Strategic Property – operational land and/or buildings whose principle purpose is to be held and/or developed to achieve civic, community and public spaces objectives of the City.

Legislation

Local Government Act 1995

Section 3.58 – Disposing of property

Section 3.59 – Commercial enterprises by local governments

Section 5.42 - Delegation of some powers and duties to CEO

Section 5.43 – Limits on delegations to CEO's

Section 6.11 – Reserve accounts

Other Relevant Policies/ Key Documents

Council Policy – Leasing

City Business Plan

Delegation Authority Register – 1.13 Land Acquisition to Purchase Privately Owned Land

Responsible Division

Corporate Services

Review Date

July 2026

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

Corporate Services Financial Services		
Reference No & Subject:	CS-018/23	Material Variance Level for the 2023/2024 Statements of Financial Activity
File No:	FLM/327	
Proponent/s:		
Author:	Mr Alvin Santiago, Manager Financial Services	
Other Contributors:		
Date of Committee Meeting:	18 July 2023	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's Role in this Matter:	Executive	
Attachments:		
Maps/Diagrams:		
Site:		
Lot Area:		

Purpose of Report

To adopt the materiality level for reporting variances in the 2023/2024 Statement of Financial Activity.

Background

The City of Rockingham (City) is required to prepare a Statement of Financial Activity each month, which includes, in part, details of the budgeted and actual revenue/expenditure to the end of the relevant month and "material" variances between the budget and actual.

Each year, Council is required to adopt the level considered "material" for the purposes of reporting these variances.

The adopted material variance level since 2009/2010 has been \$250,000.

Details

As per the Australian Accounting Standards, "material means that information which if omitted, misstated or not disclosed has the potential to adversely affect decisions about the allocation of scarce resources made by users of the financial report or the discharge of accountability by the management or governing body of the entity".

In the context of the City, an entity with a total budgeted expenditure of over \$297 million and total budgeted revenue of \$204 million, the material variance level of \$250,000 is acceptable and conservative (approximately 0.1%).

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: *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**

Nil

f. **Legal and Statutory**

Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* requires a local government to adopt a percentage or value calculated in accordance with the Australian Accounting Standards to be used in a statement of financial activity to report financial variances.

g. **Risk**

According to the City's Risk Framework, all Council decisions are subject to risk assessment.

Implications and comments 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 City has used a material variance value of \$250,000 since 2009/2010. This value is still considered acceptable and conservative.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ADOPTS** \$250,000 as the value to be used in the Statement of Financial Activity for reporting material variances for the 2023/2024 financial year.

Committee Recommendation

Moved Cr Buchanan, seconded Cr Buchan:

That Council **ADOPTS** \$250,000 as the value to be used in the Statement of Financial Activity for reporting material variances for the 2023/2024 financial year.

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 Development Community Capacity Building



Report number / title:	CD-015/23	Rockingham Education and Training Advisory Committee change of representation (Absolute Majority)
File number:	CSV/1522-06	
Proponent/s:		
Author:	Mrs Amanda Fairhead, Community Grants Officer	
Other Contributor/s:	Mrs Rebekka Jarvis, Coordinator Community Capacity Building	
Date of Committee meeting:	18 July 2023	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:		
Maps/Diagrams:		
Site:		
Lot Area:		

Purpose of Report

For Council to appoint Mr Dan Watt as the representative from the Department of Education (DoE) to the Rockingham Education and Training Advisory Committee (RETAC).

Background

RETAC committee membership comprises of one community member, two university representatives, one Department of Education representative, one South Metropolitan TAFE representative, and one Independent Schools representative.

Ms Jette Oksis was appointed as the DoE representative to RETAC in October 2022. Ms Oksis has now taken up a new role within the DoE and has resigned as a RETAC member. To ensure that RETAC's membership structure is maintained, the DoE were approached for a new representative and nominated Mr Dan Watt.

Details

The RETAC Terms of Reference is for the committee 'to consider and make recommendations regarding the Tertiary Scholarship Scheme applications and provide advice and guidance on education, training, lifelong learning and career development within the City of Rockingham to Council'.

Mr Dan Watt has been in education since 1994 and is currently the Coordinator Regional Services for the South Metropolitan Education Region, primarily managing the region's PEAC (Primary Extension and Challenge), Home Education and various networks. He was responsible for the Senior Phase of Learning and coordinated the Access to Pathways and Flexible Learning Services funding programs. Mr Watt was also a Deputy Principal for 18 years, and his main passion and focus during this time has been the health and wellbeing of students and staff.

The term of this appointment will be until 30 September 2024.

Implications to Consider

a. Consultation with the Community

Nil

b. Consultation with Government Agencies

Department of Education

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: *Youth development and involvement: Engage and encourage youth to become actively involved in contributing to the wellbeing of our community.*

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 Governance and Meeting Framework Council Policy outlines the membership composition and appointment of memberships on Advisory Committees. The RETAC membership composition requires a representative from the Department of Education.

e. Financial

Nil

f. Legal and Statutory

Section 5.8, 5.9 and 5.10 of the *Local Government Act 1995* (Act) specify requirements in respect to establishment of committees, type of committees that a local government can create and appointments of committee members.

Section 5.10 of the Act states that absolute majority is needed to appoint members to a committee.

5.10. Committee members, appointment of

(1) A committee is to have as its members —

- (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
- (b) persons who are appointed to be members of the committee under subsection (4) or (5).

* *Absolute majority required.*

Section 5.23(2)(b) and (e)(iii) of the Act allows an item to be discussed behind closed doors as it deals with the personal affairs of a person. A person's right to inspect information does not extend to items that may be discussed behind closed doors as per section 5.95(3) of the Act.

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 Department of Education nominated Mr Watt as a suitable representative for the Rockingham Education and Training Advisory Committee. The appointment of Mr Dan Watt is in line with the Rockingham Education and Training Advisory Committee membership composition.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council **APPOINTS** the nominated Department of Education representative, Mr Dan Watt, as a member of the Rockingham Education and Training Advisory Committee, representing the Department of Education for a term expiring 30 September 2024.

Committee Recommendation

Moved Cr Hume, seconded Cr Davies:

That Council **APPOINTS** the nominated Department of Education representative, Mr Dan Watt, as a member of the Rockingham Education and Training Advisory Committee, representing the Department of Education for a term expiring 30 September 2024.

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 Advisory Committee		
Reference No & Subject:	CD-016/23	Community Grants Program applications round one 2023/2024
File No:	GRS/48	
Proponent/s:		
Author:	Mrs Amanda Fairhead, Community Grants Officer	
Other Contributors:	Ms Rebekka Jarvis, Coordinator Community Capacity Building	
Date of Committee Meeting:	15 June 2023	
Previously before Council:		
Disclosure of Interest:	<p>Cr Edwards declared an Impartiality Interest in item CD-016/23 Community Grants Program applications round one 2023/2024, as detailed in Regulation 22 of the <i>Local Government (Model of Conduct) Regulations 2021</i> and as per section 5.65 of the <i>Local Government Act 1995</i>, as she is a member of Totally and Partially Disabled Veterans WA.</p> <p>Cr Buchan declared an Impartiality Interest in item CD-016/23 Community Grants Program applications round one 2023/2024, as detailed in Regulation 22 of the <i>Local Government (Model of Conduct) Regulations 2021</i> and as per section 5.65 of the <i>Local Government Act 1995</i>, has a family membership to the Naragebup Environment Centre and is an ex-officio member of the Management Committee.</p>	
Nature of Council's Role in this Matter:	Executive	
Attachments:	1. Minutes of the Community Grants Program Advisory Committee meeting held on Tuesday 15 June 2023.	
Maps/Diagrams:		
Site:		
Lot Area:		

Purpose of Report

For Council to approve the recommendations in relation to the Community Grants Program (CGP) 2023/2024 round one applications.

Background

The CGP aims to provide financial assistance to individuals and incorporated organisations/associations, to deliver programs, events and initiatives which provide benefits and outcomes in the following target areas:

- Community Development
- Sport and Recreation
- Economic Development and Tourism
- Environment and Heritage
- Culture and the Arts
- Emergency Services

The CGP has five funding areas:

- Minor Grants – up to \$3,000 (Travel Subsidy Grants, Youth Encouragement Grants and General Grants)
- Major Grants – up to \$10,000
- Major Events Sponsorship - up to \$20,000 per annum, for up to three years
- City Property Grants - up to \$10,000 per year (Leased/ Licenced Property Grants, Maintenance and Rates Subsidy)
- Community Infrastructure Grants (Infrastructure Planning Grants - up to \$20,000 and Infrastructure Capital Grants - up to \$50,000).

Each of the five funding areas has its own guidelines and eligibility criteria, which are detailed in the relevant CGP application pack.

The CGP Committee considers applications for Major Grants up to \$10,000, Major Events Sponsorship and Community Infrastructure grants. The Committee's recommendations are then presented to Council for determination.

Details

Round one promotion

CGP round one was promoted through the City's Facebook page, website, Instagram, newspaper advertisement and emails to community groups. Application forms and guidelines were available on the City of Rockingham (City) website through a downloadable PDF form.

Round one applications

Round one closed at 4.30pm on Friday 5 May 2023. A total of 13 applications were received in round one. Eleven applications were eligible within the grant criteria; however, one application withdrew after it was assessed and has not been included.

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

- Major Event Sponsorship – one application
- Major Grants – five applications
- Community Infrastructure Grants – four applications

Community Grants Program Committee meeting

At its meeting on 15 June 2023 the CGP Committee discussed the eligible applications. The Committee recommended to approve all 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 1: *Actively Pursue Tourism and Economic Development*

Strategic Objective: *Attractions and events: Seek to host iconic community events and attractions that will entice residents and visitors throughout the year.*
Coastal destination: Promote the City as the premier metropolitan coastal tourism destination.
Business development: Support business development initiatives throughout the City.

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.*

Community safety and support: Provide support to residents and visitors so they feel safe and secure at home and outdoors.

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: *Climate change adaptation: Acknowledge and understand the impacts of climate change, and identify actions to mitigate and adapt to those impacts.*

Infrastructure planning: Plan and develop sustainable infrastructure which meet the current and future needs of the City's growing population.

Preservation and management of bushland and coastal reserves: Encourage the sustainable management and use of the City's bushland and coastal reserves.

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.*

Key stakeholder partnerships: Foster relationships and partnerships with key stakeholders to achieve enhanced community outcomes.

d. Policy

The CGP operates in line with the CGP Policy and the Governance and Meeting Framework Policy.

e. Financial

Community Grants 2023/2024

A total amount of \$54,395 was endorsed by the CGP committee for Major Grants and Major Event Sponsorships. If Council supports these recommendations, there will be a balance of approximately \$525,605 remaining in Community Grants 2023/2024. It should be noted that the Community Grants balance changes on a daily basis due to General, Travel and Youth Encouragement grant approvals.

Community Infrastructure Capital Grants Budget 2023/2024.

A total amount of \$121,555.40 is being recommended by the CGP committee for Community Infrastructure Capital Grants. If Council supports these recommendations, there will be a balance of approximately \$38,444.60 remaining in Community Infrastructure Capital Grants Budget 2023/2024.

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 applications and supporting documentation were reviewed and considered by the CGP Committee, and recommendations were made accordingly. These recommendations are presented for Council determination. Full details, of the assessments are available including reasons for amended amounts, in the attached minutes of the CGP Committee meeting.

Voting Requirements

Simple Majority

Advisory Committee Recommendation

That Council **APPROVES** the allocation of funds under the 2023/2024 Community Grants Program (CGP) Round One, subject to any listed additional conditions:

	Major Event Sponsorship	Amount Requested	Committee Recommendation
A.	Rotary Club Rockingham Rock the Boat Film Festival	\$20,000.00	\$20,000.00 For one year only
	Additional Grant Conditions: <ul style="list-style-type: none">Your organisation is to provide an opportunity for the City of Rockingham Mayor to speak at the Event.		

	Major Grants	Amount Requested	Committee Recommendation
B.	Ngala Community Service Young Parents (NAPPY) Swimming Lessons and Christmas party	\$6,200.00	\$6,200.00
	Additional Grant Conditions: <ul style="list-style-type: none">Nil		
C.	Western Australia Swimming Association Incorporated OWS Round 5 – Rockingham	\$10,000.00	\$8,375.00
	Additional Grant Conditions: <ul style="list-style-type: none">Nil		

	Major Grants	Amount Requested	Committee Recommendation
D.	Rockingham District Historical Society Incorporated Operational Funding Additional Grant Conditions: <ul style="list-style-type: none"> Nil 	\$7,000.00	\$7,000.00
E.	Totally and Partially Disabled Veterans WA Incorporated Rotary/Lions/TPDVWA Golf Day Additional Grant Conditions: <ul style="list-style-type: none"> Nil 	\$8,820.00	\$4,320.00
F.	Rockingham Regional Environmental Centre Incorporated Naragebup Reviewing Policies and Procedures Additional Grant Conditions: <ul style="list-style-type: none"> Nil 	\$8,600.00	\$8,500.00
Total: Major Grants and Major Event Sponsorships		\$60,620.00	\$54,395.00

	Community Infrastructure Capital	Amount Requested	Committee Recommendation
G.	Baldivis Equestrian and Pony Club Arena resurfacing <ul style="list-style-type: none"> If the CSRFF grant application is unsuccessful then BEPC is to provide financial evidence of how to fund the proposed project. 	\$30,553.40	\$30,553.40
H.	Singleton Irwinians Cricket Club Turf wicket block installation <ul style="list-style-type: none"> If the CSRFF grant application is unsuccessful then SICC is to provide financial evidence of how to fund the proposed project. The City is to develop a Memorandum of Understanding outlining the SICC responsibility with respect to the management and maintenance. 	\$20,000.00	\$20,000.00
I.	Rockingham District Baseball Club Diamond Fencing, Batting Cages and Soil Storage Bays <ul style="list-style-type: none"> RDBC responsibilities for management of the batting cages will be identified in the club's license agreement. RDBC to liaise with City officers to discuss soil storage bays. 	\$50,000.00	\$30,000.00

	Community Infrastructure Capital	Amount Requested	Committee Recommendation
J.	Rockingham Golf Club Maintenance shed <ul style="list-style-type: none"> · Lessor Consent for Alteration and Additions approval required. · Appointment of a Registered Builder and Building Permit required to undertake the works. · Metropolitan Region Scheme Form 1 to be completed and submitted to the City. 	\$42,855.00	\$41,002.00
Total:		\$143,408.40	\$121,555.40
Community Infrastructure Capital			

Officer Recommendation if Different to Advisory Committee Recommendation

Not Applicable

The Officer's Reason for Varying the Advisory Committee Recommendation

Not Applicable

Committee Recommendation

Moved Cr Buchan, seconded Cr Buchanan:

That Council **APPROVES** the allocation of funds under the 2023/2024 Community Grants Program (CGP) Round One, subject to any listed additional conditions:

	Major Event Sponsorship	Amount Requested	Committee Recommendation
A.	Rotary Club Rockingham Rock the Boat Film Festival Additional Grant Conditions: <ul style="list-style-type: none"> · Your organisation is to provide an opportunity for the City of Rockingham Mayor to speak at the Event. 	\$20,000.00	\$20,000.00 For one year only

	Major Grants	Amount Requested	Committee Recommendation
B.	Ngala Community Service Young Parents (NAPPY) Swimming Lessons and Christmas party Additional Grant Conditions: <ul style="list-style-type: none"> · Nil 	\$6,200.00	\$6,200.00
C.	Western Australia Swimming Association Incorporated OWS Round 5 – Rockingham Additional Grant Conditions: <ul style="list-style-type: none"> · Nil 	\$10,000.00	\$8,375.00

	Major Grants	Amount Requested	Committee Recommendation
D.	Rockingham District Historical Society Incorporated Operational Funding Additional Grant Conditions: · Nil	\$7,000.00	\$7,000.00
E.	Totally and Partially Disabled Veterans WA Incorporated Rotary/Lions/TPDVWA Golf Day Additional Grant Conditions: · Nil	\$8,820.00	\$4,320.00
F.	Rockingham Regional Environmental Centre Incorporated Naragebup Reviewing Policies and Procedures Additional Grant Conditions: · Nil	\$8,600.00	\$8,500.00
Total: Major Grants and Major Event Sponsorships		\$60,620.00	\$54,395.00

	Community Infrastructure Capital	Amount Requested	Committee Recommendation
G.	Baldivis Equestrian and Pony Club Arena resurfacing · If the CSRFF grant application is unsuccessful then BEPC is to provide financial evidence of how to fund the proposed project.	\$30,553.40	\$30,553.40
H.	Singleton Irwinians Cricket Club Turf wicket block installation · If the CSRFF grant application is unsuccessful then SICC is to provide financial evidence of how to fund the proposed project. · The City is to develop a Memorandum of Understanding outlining the SICC responsibility with respect to the management and maintenance.	\$20,000.00	\$20,000.00
I.	Rockingham District Baseball Club Diamond Fencing, Batting Cages and Soil Storage Bays · RDBC responsibilities for management of the batting cages will be identified in the club's license agreement. · RDBC to liaise with City officers to discuss soil storage bays.	\$50,000.00	\$30,000.00

	Community Infrastructure Capital	Amount Requested	Committee Recommendation
J.	Rockingham Golf Club Maintenance shed <ul style="list-style-type: none">· Lessor Consent for Alteration and Additions approval required.· Appointment of a Registered Builder and Building Permit required to undertake the works.· Metropolitan Region Scheme Form 1 to be completed and submitted to the City.	\$42,855.00	\$41,002.00
Total: Community Infrastructure Capital		\$143,408.40	\$121,555.40

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
	The next Corporate and Community Development Committee meeting will be held on Tuesday 15 August 2023 in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.
20.	Closure
	There being no further business, the Chairperson thanked those persons present for attending the Corporate and Community Development Committee meeting, and declared the meeting closed at 4.38pm .