



# City of Rockingham

## AGENDA

### Ordinary Meeting of Council

To be held on Tuesday 23 May 2023 at 6:00pm  
City of Rockingham Council Chamber

**Note:** This meeting will be subject to Council's  
Recording and Streaming Meeting's policy



## Notice of Meeting



Dear Mayor and Council Members

The next Ordinary meeting of the Council of the City of Rockingham will be held on Tuesday 23 May 2023 in the Council Chamber, Civic Boulevard, Rockingham. The meeting will commence at 6:00pm.

A handwritten signature in black ink, appearing to read 'John Pearson'.

JOHN PEARSON  
A/CHIEF EXECUTIVE OFFICER

18 May 2023

### **DISCLAIMER**

#### **PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:**

Statements or decisions made at this meeting should not be relied or acted on by an applicant or any other person until they have received written notification from the City. Notice of all approvals, including planning and building approvals, will be given to applicants in writing. The City of Rockingham expressly disclaims liability for any loss or damages suffered by a person who relies or acts on statements or decisions made at a Council or Committee meeting before receiving written notification from the City.

**City of Rockingham**  
**Ordinary Council Meeting**  
**6:00pm Tuesday 23 May 2023**



**1. Declaration of Opening**

**Acknowledgement of Country**

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.

**Recording and Live Streaming of proceedings**

In accordance with Council Policy this meeting is being live streamed on the City's website, with the exception of confidential items and periods of adjournment or as determined by the Presiding Member.

By being present at this meeting, members of the public consent to the possibility that their image and voice may be live streamed to the public. Recordings are also made available on the City's website following the meeting.

Please note that clause 8.5 of the City's *Standing Orders Local Law 2001* provides that "no person is to use any electronic, visual or audio recording device or instrument to record the proceedings of the Council or a committee without the written permission of the Council".

If anyone breaches this Standing Order they will be asked to leave the Council Chamber.

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

**2.1 Council Members**

Mayor Deb Hamblin	
Deputy Mayor Hayley Edwards	Baldivis Ward
Cr Sally Davies	Baldivis Ward
Cr Brett Wormall	Baldivis Ward
Cr Lorna Buchan	Comet Bay Ward
Cr Robert Schmidt	Comet Bay Ward
Cr Craig Buchanan, JP	Rockingham/Safety Bay Ward
Cr Rae Cottam	Rockingham/Safety Bay Ward
Cr Caroline Hume	Rockingham/Safety Bay Ward
Cr Dawn Jecks	Rockingham/Safety Bay Ward
Cr Mark Jones	Rockingham/Safety Bay Ward
Cr Leigh Liley	Rockingham/Safety Bay Ward

**2.2 Executive**

Mr Michael Parker	Chief Executive Officer
Mr Sam Assaad	Director Asset Services
Mr John Pearson	Director Corporate Services
Mr Peter Doherty	Director Legal Services and General Counsel
Mr Michael Holland	Director Community Development
Mr Peter Ricci	Director Planning and Development Services
Mr Jim Olynyk, JP	Manager Governance and Councillor Support
Mr Aiden Boyham	City Media Officer

	<p>Ms Louise Pleasance Ms Sue Langley</p> <p>Governance Coordinator Governance Officer</p> <p><b>2.3 Members of the Gallery:</b></p> <p><b>2.4 Apologies:</b></p> <p><b>2.5 Approved Leave of Absence:</b></p>
<b>3.</b>	<b>Responses to Previous Public Questions Taken on Notice</b>
<b>3.1</b>	<p><b>Mr Tom Mannion, Safety Bay – Millar Road Landfill</b></p> <p>At the Council meeting held on 26 April 2023, Mr Mannion asked the following questions that were taken on notice and the Director Corporate Services provided a response in a letter dated 12 May 2023 as follows:</p> <p><u>Question</u></p> <p>Were any of the current sitting councillors aware of this amendment application occurring that the city was receiving this hazardous material from 2015 prior to the application if so why have you failed to make the public aware of it?</p> <p><u>Response</u></p> <p><i>Councillors should be aware that the City runs a Class III Landfill, which receives hazardous materials. All materials received are handled in accordance with the stringent licence conditions imposed by the Department of Water and Environmental Regulation (formerly known as the Department of Environment Regulation)(DWER).</i></p> <p><i>Millar Road Landfill has always had the ability to receive PFAS however DWER's requirements and processes have changed over time resulting in an amendment in 2018 to the Waste Classification and Waste Definitions 1996 by adding Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS) as a "Special Waste Type 3".</i></p> <p><i>As a consequence of this change, during November 2018 the City applied for a licence amendment. DWER approved the licence amendment during March 2019. That approval was challenged by a third party. During September 2019, the Minister for Environment, allowing the appeal in part, determined that the licence should be amended to permit the City to accept PFAS in accordance with the acceptance criteria in the PFAS National Environment Management Plan.</i></p> <p><i>The licence was duly amended during December 2019. Part of the DWER application process is the requirement for them to advertise the application and seek comment from any person who wishes to do so.</i></p> <p><u>Question</u></p> <p>Mayor what cells were used to dispose of PFAS from 2015 to 2019 and were they compliant to the amended license?</p> <p><u>Response</u></p> <p><i>PFAS received from 2015 to 2019 was disposed of in accordance with licence requirements at that time. Disposal would have occurred to active cells at the time the waste was received.</i></p> <p><u>Question</u></p> <p>Are councillors aware the residential estates to the north and south of the disposal area are within 470 &amp; 550 meters and the residential area drainage systems?</p> <p><u>Response</u></p> <p><i>The City is aware that residential estates exist in proximity to the Millar Road Landfill Facility (MRLF). The City manages the MRLF in accordance with licence requirements (as amended from time to time). It is not known if each Councillor is specifically aware of the exact metres but the City expects that all know the proximity of residential development in relation to MRLF.</i></p>

Question

Are councillors aware that according to DWER amendment the cells holding PFAS are only 2-3 meters from the water table?

Response

*Information regarding MRLF's licence conditions is available on the DWER website. It should be noted that the DWER amendment recites "The MRLF is located on the Swan Coastal Plain within the Spearwood Dune System and the site largely comprises of siliceous sands and the depth of groundwater is between 11.5 to 33.5 metres below ground level (approximately 2-3 metres below the base of the landfill cells), however the double liner system provides more than adequate protection to the groundwater beneath the facility."*

Question

Are councillors aware that the risk assessment does not include the risk to general public or the workforce who are using Millar Road facility and are within 100-200 meters on the Hazardous Material unless you are a worker and much closer?

Response

*The risk assessments for management of hazardous materials at the MRLF meets the requirements of DWER for their consideration and approval.*

Question

Are councillors aware of any other LG in the metro area that is accepting PFAS?

Response

*The City does not monitor licence requirements of other metropolitan landfills.*

Question

Mr Parker as the PCBU, what have you in place

- a) to make the public aware of the exposure risk when using Millar Road facility
- b) alert the public to the dust exposure risk as wind speed increases at the facility and in residential areas close by
- c) protect and monitor the workforce health
- d) monitor any PFAS dust within the facility and neighbouring residential areas
- e) monitor the water quality of residential bores
- f) Why was the community not consulted on this change to licence application?

Response

- a) *The general public at MRLF only have access to the transfer station and associated infrastructure. Access to cells holding PFAS are restricted with no general public access. As such, any exposure risk is very low.*
- b) *The City maintains and runs the MRLF in accordance with the stringent requirements of its DWER licence. To City knowledge, no complaints have ever been received from residential areas related to dust emanating from the landfill.*
- c) *The City is aware of its legislative requirements in maintaining the safety and health of its staff. The City has effective systems in place to ensure all materials received on site are disposed of safely.*
- d) *Monitoring occurs in accordance with licencing requirements.*
- e) *Monitoring occurs in accordance with licencing requirements.*
- f) *The application process is managed by DWER. It is understood this was advertised by them as explained above.*

	<p><u>Question</u></p> <p>Mr Parker given the use of the Rockingham Landfill to accept and store PFAS what are long term plans for this location given the long term risk of contamination to the ground water system and residential build up?</p> <p><u>Response</u></p> <p><i>The MRLF has a lifespan that is anticipated to be decades. The land on which the landfill sits is zoned Rural, pursuant to City of Rockingham Town Planning Scheme No. 2. For the foreseeable future, the location is to remain a landfill. The City operates the MRLF in accordance with the stringent requirements of its DWER licence and has provisions to maintain the site post closure.</i></p> <p><u>Question</u></p> <p>Mr Parker what have you done to reduce rates increases as per council resolution?</p> <p><u>Response</u></p> <p><i>The City endeavours to save costs and expand revenue wherever possible. This includes reviews of all operational and capital expenses and incomes. The City also makes submissions for grants, uses debt planning and reviews the broader economic conditions in order to review assumptions of forward projections.</i></p>	
4.	<b>Public Question Time</b>	
	<p>Members of the public are invited to present questions to the Mayor about matters affecting the City of Rockingham and its residents. This is the only opportunity in the meeting for the public to ask questions.</p>	
5.	<b>Applications for Leave of Absence</b>	
6.	<b>Confirmation of Minutes of the Previous Meeting</b>	
	<p><b>Recommendation:</b></p> <p>That Council <b>CONFIRMS</b> the Minutes of the Ordinary Council meeting held on 26 April 2023, as a true and accurate record.</p>	
7.	<b>Matters Arising from the Previous Minutes</b>	
8.	<b>Announcement by the Presiding Person without Discussion</b>	
	<p>The Mayor to announce to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the Council meeting.</p>	
9.	<b>Declarations of Members and Officers Interests</b>	
	<p><b>9.1 Item CD-009/23</b></p> <p>Council Member:</p> <p>Type of Interest:</p> <p>Nature of Interest:</p> <p>Extent of Interest:</p>	<p><b>Recommendation from the Rockingham Education and Training Advisory Committee - Tertiary Scholarship Scheme Applications Round One 2023</b></p> <p>Cr Sally Davies</p> <p>Impartiality</p> <p>Cr Davies knows one of the applicants.</p> <p>Not Applicable</p>

	<p><b>9.2 Item CD-009/23 Recommendation from the Rockingham Education and Training Advisory Committee - Tertiary Scholarship Scheme Applications Round One 2023</b></p> <p>Council Member: Cr Robert Schmidt</p> <p>Type of Interest: Impartiality</p> <p>Nature of Interest: One of the applicants is a former student of Cr Schmidt.</p> <p>Extent of Interest: Not Applicable</p>
<b>10.</b>	<b>Petitions/Deputations/Presentations/Submissions</b>
<b>11.</b>	<b>Matters for which the Meeting may be closed</b>
	<p><b>Corporate and Community Development Committee 8</b></p> <p>CD-009/23 Recommendation from the Rockingham Education and Training Advisory Committee - Tertiary Scholarship Scheme Applications Round One 2023 8</p> <p>In accordance with section 5.23(2)(b) of the <i>Local Government Act 1995</i> – if there are any questions or debate on the Confidential Item, then the Council will need to defer the matter for consideration at Agenda Item 23 - Matters Behind Closed Doors.</p>

**Corporate and Community Development Committee**

**CONFIDENTIAL ITEM**

**NOT FOR PUBLIC ACCESS**

Section 5.95(3) *Local Government Act 1995* (Act)

This item may be discussed behind closed doors as per Section  
5.23(2)(b) of the Act

**Community Development  
Community Capacity Building  
Rockingham Education and Training Advisory  
Committee**



<b>Reference No &amp; Subject:</b>	<b>CD-009/23</b>	<b>Recommendation from the Rockingham Education and Training Advisory Committee - Tertiary Scholarship Scheme Applications Round One 2023</b>
File No:	CSV/3702	
Proponent/s:		
Author:	Ms Rebekka Jarvis, Coordinator Community Capacity Building	
Other Contributors:	Mr Paul Hayward, Manager Community Capacity Building	
Date of Committee Meeting:	16 May 2023	
Previously before Council:		
Disclosure of Interest:	<p>Cr Davies declared an Impartiality Interest in Item CD-009/23, as detailed in Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> and as per section 5.65 of the <i>Local Government Act 1995</i>, as she knows one of the applicants.</p> <p>Cr Schmidt declared an Impartiality Interest in Item CD-009/23, as detailed in Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> and as per section 5.65 of the <i>Local Government Act 1995</i>, as one of the applicants is a former student of Cr Schmidt.</p>	
Nature of Council's Role in this Matter:	Executive	
Site:		
Lot Area:		
Attachments:	1. Public Minutes of the Rockingham Education and Training Advisory Committee meeting held on 3 April 2023	
Maps/Diagrams:		



### Purpose of Report

For Council to approve the eligible applicants for the Tertiary Scholarship Scheme, Round One, 2023.

### Voting Requirements

Simple Majority

### Advisory Committee Recommendation

That Council **APPROVES** the applications identified in Table 1 in the comments section of the Confidential Minutes, as per the Committee Recommendation column, for Round One 2023 of the Tertiary Scholarship Scheme.

### Officer Recommendation if Different to Advisory Committee Recommendation

Not Applicable

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

Not Applicable

### Committee Recommendation

That Council **APPROVES** the applications identified in Table 1 in the comments section of the Confidential Minutes, as per the Committee Recommendation column, for Round One 2023 of the Tertiary Scholarship Scheme.

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

<b>12.</b>	<b>Receipt of Minutes of Council Committees</b>
	<p><b>Recommendation:</b></p> <p>That Council <b>RECEIVES and NOTES</b> the minutes of the:</p> <ol style="list-style-type: none"> <li>1. Planning and Engineering Services Committee meeting held on 15 May 2023; and</li> <li>2. Corporate and Community Development Committee meeting held on 16 May 2023</li> </ol>
<b>13.</b>	<b>Recommendations of Council Committees</b>
	<p><b>Planning and Engineering Services Committee</b> <b>12</b></p> <p>PD-020/23 Traders Permit - Hireable e-Scooters 12</p> <p>PD-021/23 Joint Development Assessment Panel Application - Fuel Depot (Diesel Fuel Storage Facility) 18</p> <p>AS-007/23 Tender T22/23-32 - Period Landscape Maintenance of Various Reserves and Streetscapes in Rockingham West, Western Australia 44</p> <p>AS-008/23 Tender T22/23-23 - Period Provision of Cleaning Services 48</p> <p><b>Corporate and Community Development Committee</b> <b>52</b></p> <p>CS-009/23 City Business Plan 2023/2024 to 2032/2033 (April 2023) (<i>Absolute Majority</i>) 52</p> <p>CS-010/23 Rating Methodology - 2023/2024 Financial Year 57</p> <p>CS-011/23 May 2023 Budget Review (<i>Absolute Majority</i>) 65</p> <p>CS-012/23 T23/24-16 Delegated Authority – Provision of bulk verge waste collection services (<i>Absolute Majority</i>) 69</p> <p>CS-013/23 Council Policy – Property Investment Framework 72</p> <p>GM-013/23 Proposed Amendments Council Policy – Functions Hosted by Council (Australia Day Ceremonies and Celebrations) 78</p> <p>CD-010/23 Recommendation from the Community Safety and Support Services Advisory Committee – Advocate for Crisis Accommodation 82</p> <p>CD-011/23 Rockingham Beach Cup 2023 – Request for Iconic Event Sponsorship 88</p>
<b>14.</b>	<b>Receipt of Information Bulletin</b>
	<p><b>Recommendation:</b></p> <p>That Council <b>RECEIVES</b> the Information Bulletins as follows:</p> <ol style="list-style-type: none"> <li>1. Planning Services Bulletin – May 2023;</li> <li>2. Asset Services Bulletin – May 2023;</li> <li>3. Corporate and General Management Services Bulletin – May 2023; and</li> <li>4. Community Development Bulletin – May 2023</li> </ol>
<b>15.</b>	<b>Report of Mayor</b>
	MR-004/23 Meetings and Functions Attended by the Mayor and Deputy Mayor 98
<b>16.</b>	<b>Reports of Council Members</b>
<b>17.</b>	<b>Reports of Officers</b>
<b>18.</b>	<b>Addendum Agenda</b>

<b>19.</b>	<b>Motions of which Previous Notice has been given</b>
<b>20.</b>	<b>Notices of Motion for Consideration at the Following Meeting</b>
<b>21.</b>	<b>Questions by Members of which Due Notice has been given</b>
<b>22.</b>	<b>Urgent Business Approved by the Person Presiding or by Decision of the Council</b>
<b>23.</b>	<b>Matters Behind Closed Doors</b>
<b>24.</b>	<b>Date and Time of Next Meeting</b>
	The next Ordinary Council meeting for the City of Rockingham will be held on <b>Tuesday 27 June 2023</b> in the Council Chambers, Civic Boulevard, Rockingham.
<b>25.</b>	<b>Closure</b>

**13. Recommendations of Council Committees**

**Planning and Engineering Services Committee**

**Planning and Development Services  
Health Services**



<b>Reference No &amp; Subject:</b>	<b>PD-020/23 Traders Permit - Hireable e-Scooters</b>
File No:	CSV/3677
Applicant:	
Owner:	
Author:	Mrs Erica King, Manager Health and Building Services
Other Contributors:	Ms Hannah Donoghue, Permits Officer
Date of Committee Meeting:	15 May 2023
Previously before Council:	
Disclosure of Interest:	
Nature of Council's Role in this Matter:	Executive
Site:	
Lot Area:	
LA Zoning:	
MRS Zoning:	
Attachments:	
Maps/Diagrams:	1. Current 'Geo-Net' Area (Beam)

**Purpose of Report**

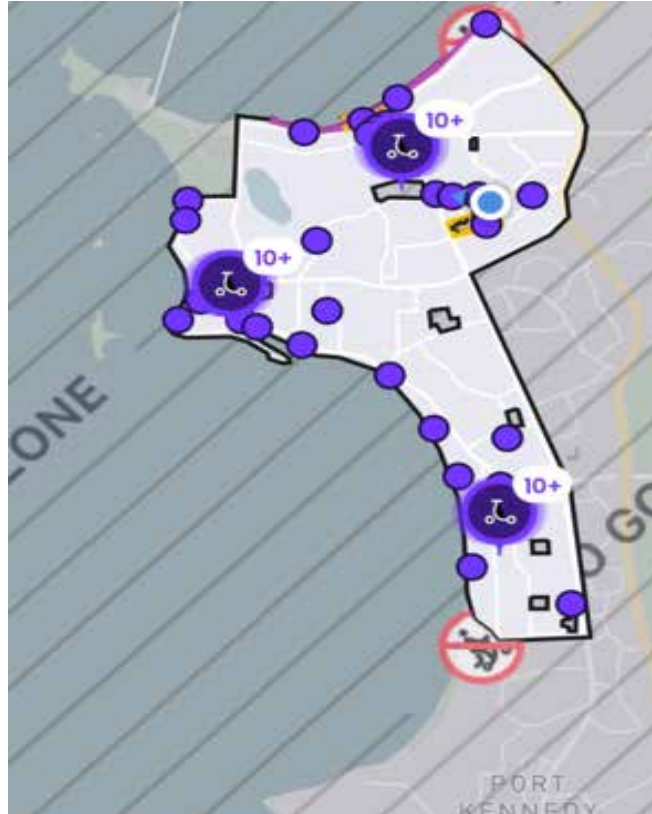
To determine the direction for ongoing hireable e-scooter trading in public places within the City of Rockingham (City).

**Background**

The City's Traders Policy and supporting Traders Guidelines provide a mechanism under the City of Rockingham *Public Places and Local Government Property Local Law 2018* to licence City managed public land for commercial trading.

The City issued a conditional 12 month Traders Permit for hireable e-scooters on a trial basis on 17 December 2021 to Beam, being a private entity that offers this service within locations throughout Australia and New Zealand. The conditional Traders Permit approved 14 e-scooter parking locations on public land for hireable e-scooter parking, demarcated with a Beam decal. By approving e-scooter parking locations, the Traders Permit also then prohibited e-scooter parking on public land outside of these approved locations. A condition was included in the Traders Permit relating to the response time required for the operator to return any misplaced e-scooters to the approved parking locations.

The Traders Permit included 25 additional conditions for trading on public land within the City, including maintaining Public Liability Insurance, risk management, e-scooter maintenance and safety, operating requirements for both the e-scooters and the riders, compliance with all state legislation, reporting requirements to the City and speed restrictions in various locations within the geo-net area. The 'geo-net' area is the electronic boundary that restricts where the e-scooters can travel as shown in Figure 1.



1. Current 'Geo-Net Area' (Beam)

### Details

Beam commenced trading in March 2022. During the first month of trading there were several changes made to the Traders Permit, including the removal and addition of some parking locations based on feedback received once the business commenced. The Traders Permit already had a maximum speed condition of 6km/hr on 'The Boardwalk' at the Rockingham Foreshore and prohibited use during some events, however, the City also introduced additional speed restrictions in some locations during the first month of operation. These additional restrictions included a maximum allowable speed of 11km/hr throughout the Rockingham Foreshore area at all hours, and a maximum allowable speed of 11km/hr throughout the entire City geo-net area from dusk until dawn each day. These restrictions have assisted in reducing the number of complaints that the City was receiving.

In addition to the approved hireable e-scooter parking locations on public land, there are additional e-scooter parking locations on private land that are outside of the Traders Permit issued by the City. Whilst these locations do not require approval under the Permit process, Beam discussed these locations with the City to ensure there was no impact on pedestrian or vehicle access, or vehicle sight lines.

The initial 12 month Traders Permit trial expired on 16 December 2022, however, it was extended until 30 June 2023, to enable Beam to operate throughout a full summer and to enable the City to determine the success of the trial. Whilst the number of e-scooters permitted to operate within the City has remained at 250, the number of parking locations on public land has increased from 14 to 28. The additional parking locations have been added to provide relief to popular parking locations, particularly throughout Shoalwater, where some sites experienced consistent overflow issues.

Beam has provided the City with an overview of the trial after the year operations within the City, which included the following statistics:

- 58,295 total trips taken
- 204,741km travelled
- 18,389 individual riders, averaging 3.17 trips per rider

As outlined during the Councillor Engagement Session on 14 March 2023, during the trial, the City received 43 complaints about Beam e-scooters (nine of which were in the first month of operating before additional speed restrictions were introduced) and eight complaints relating to privately owned e-scooter rider behaviour.

### Implications to Consider

**a. Consultation with the Community**

It is not proposed to seek comment from the community on the City's intention to issue Traders Permits to allow for the ongoing operation of hireable e-scooters should Council resolve such. In this regard, there are no requirements under the Local Law or Traders Permit Policy mandating consultation and all other Traders Permit approvals are issued without seeking comment.

Also, the trial has clearly established the nature and implications of the commercial operation and there is a sufficient basis upon which the Council can proceed to reaching a decision.

**b. Consultation with Government Agencies**

Nil

**c. Strategic**

Community Plan

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

**Aspiration 1:** *Actively Pursue Tourism and Economic Development*

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

**d. Policy**

Nil

**e. Financial**

Currently all Non-Food Traders Permits are charged the same rate, which for an annual Traders Permit, is \$1,216. A standalone rate for 'Traders Permits (e-scooters)' can be approved by Council and adopted into the Fees and Charges if deemed appropriate by the Council.

City Officers have undertaken extensive consultation with a large number of local governments throughout Australia that issue approvals for hireable e-scooters. There is a lack of consistency with how local governments are charging operators, with various fee rates being used.

From the consultation it appears the main rates for fee calculation are:

- Flat annual fee being imposed (ranging from \$0 to \$5,000);
- Fee per e-scooter being imposed (either as an amount per e-scooter/year fee, or an amount per e-scooter/day fee); or
- Fee per parking location being imposed (either as an amount per location/year fee, or an amount per location/day fee).

In Western Australia, the fee rates determined for hireable e-scooter approvals range from \$0 through to \$3,000 per year, all calculated as flat annual fees. The City of Perth fee rate is confidential and has not been disclosed.

In other states, the fee range charged by local governments is higher, however, so are the number of e-scooters permitted to operate.

Through the consultation with other local governments, it is believed that the City's current rate for Traders Permits is not appropriate for this type of trading.

Under section 6.16(2)(d) of the *Local Government Act 1995*, the City is able to impose fees and charges for issuing 'permits'. In setting these fees and charges, the City is required, by section 6.17, to give consideration to the cost to the City in providing the service, amongst other factors.

Over the trial period, it is estimated that, on average, approximately 2-3 hours per week of Officer time was used to assess and determine the Traders Permit application, make revisions to conditions of approval and approved parking locations and to investigate customer requests regarding e-scooters. It is estimated that the cost to the City, based on hourly rates, is approximately \$5,700 per annum.

It is recommended that a new operating fee for Traders Permits (e-scooters) be imposed through the Fees and Charges process, set at \$5,000 per Traders Permit.

**f. Legal and Statutory**

The City of Rockingham *Public Places and Local Government Property Local Law 2018* provides the mechanism to issue permits to trade on public land. Traders Permits can be issued for a maximum of 12 months.

Clause 3.1(1)(f)(ii) under the City of Rockingham *Public Places and Local Government Property Local Law 2018* states:

*"A person must not without a permit carry on trading on local government property or public place unless the trading is conducted by a person who has a permit or permit to carry on trading on local government property under any written law."*

Any commercial activity on Council managed public land therefore requires a permit prior to commencing. The Traders Policy and supporting Guidelines provide the mechanism to grant a permit, and the framework to ensure all commercial activities on public land are undertaken safely and consistently throughout the City.

Section 6.16(1) of the *Local Government Act 1995* states a local government may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed. Section 6.16(2)(d) provides that a local government may impose a fee or charge for issuing a permit.

Section 6.17(1) states in determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors:

- (a) the cost to the local government of providing the service or goods; and
- (b) the importance of the service or goods to the community; and
- (c) the price at which the service or goods could be provided by an alternative provider.

**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**

With the hireable e-scooters being in operation within the City for 14 months, Council needs to consider whether hireable e-scooters will continue to operate within the City, and if so, whether the current annual fee for Traders Permits is appropriate for this activity.

Consideration needs to be given to the impact on public places as a result of parking areas being set aside for hireable e-scooters. If hireable e-scooters are to continue, more than one operator may gain a Traders Permit. As such, parking locations will need to be rebranded to 'City of Rockingham hireable e-scooter parking' (or similar) and be available to all approved Traders Permit operators.



It is vital to balance an appropriate number of hireable e-scooter parking locations in an area against having sufficient public open space, pedestrian access, vehicular sight lines and other safety considerations. The presence of the parking locations should not detract from the primary purpose of the public land. City Officers assess each parking location for suitability against these factors.

Additional hireable e-scooter parking locations will also be considered against these assessment factors, especially if an operator wishes to expand further into other suburbs within the City.

Although it is difficult to stipulate the tangible benefits that a service of this nature provides, it is evident from the usage rates that it is a popular activity which likely assists in the attraction of key tourist locations throughout the City.

The presence of hireable e-scooters in the City aligns with the Coastal Development and Activation key element within the Tourist Destination Strategy 2019 - 2024, which specifies the following action: *attract interested parties to establish new tourist adventure activities.*

The City's Economic Development and Tourism Team has suggested that the Beam e-scooter trial has provided much needed connectivity between major tourism precincts, assisting visitors to explore more of the destination than they would have otherwise been able to without the use of their own vehicle. Also, the ability for visitors to explore Rockingham using hireable modes of transport such as e-scooters increases accessibility and opportunities for all visitors to access a range of different tourism nodes, especially relevant for international tourists.

It is also evident that the measures put in place to restrict speed and where the e-scooters can operate has improved safety to a point where very few incidents have been reported.

Under the City's *Public Places and Local Government Property Local Law 2018*, Traders Permits can be issued for a maximum of 12 months. Continuous trading requires the operator to reapply annually, which provides the City an opportunity to review the suitability of the activity in the area requested, as well as amend the previous Permit conditions. Whilst the Traders Permits provide approval for parking hireable e-scooters on public land, they will continue to be conditioned to minimise potential conflict with other public place users, and to ensure adequate insurance and safety measures, as well as operator response times are maintained.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council:

1. **APPROVES** the continuation of hireable e-scooters, through issuing annual Traders Permits, within generic parking locations endorsed by the City.
2. **SUPPORTS** the proposed fees and charges for Traders Permit (e-scooters), as set out in the Table below, to be included in the 2023/24 Annual Budget.

Description	Proposed Charge (Annual)
Application Fee	\$66
Traders Permit Operating Fee (e-scooters)	\$5,000

### Committee Recommendation

That Council:

1. **APPROVES** the continuation of hireable e-scooters, through issuing annual Traders Permits, within generic parking locations endorsed by the City.



2. **SUPPORTS** the proposed fees and charges for Traders Permit (e-scooters), as set out in the Table below, to be included in the 2023/24 Annual Budget.

Description	Proposed Charge (Annual)
Application Fee	\$66
Traders Permit Operating Fee (e-scooters)	\$5,000

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

## Planning and Development Services Statutory Planning Services

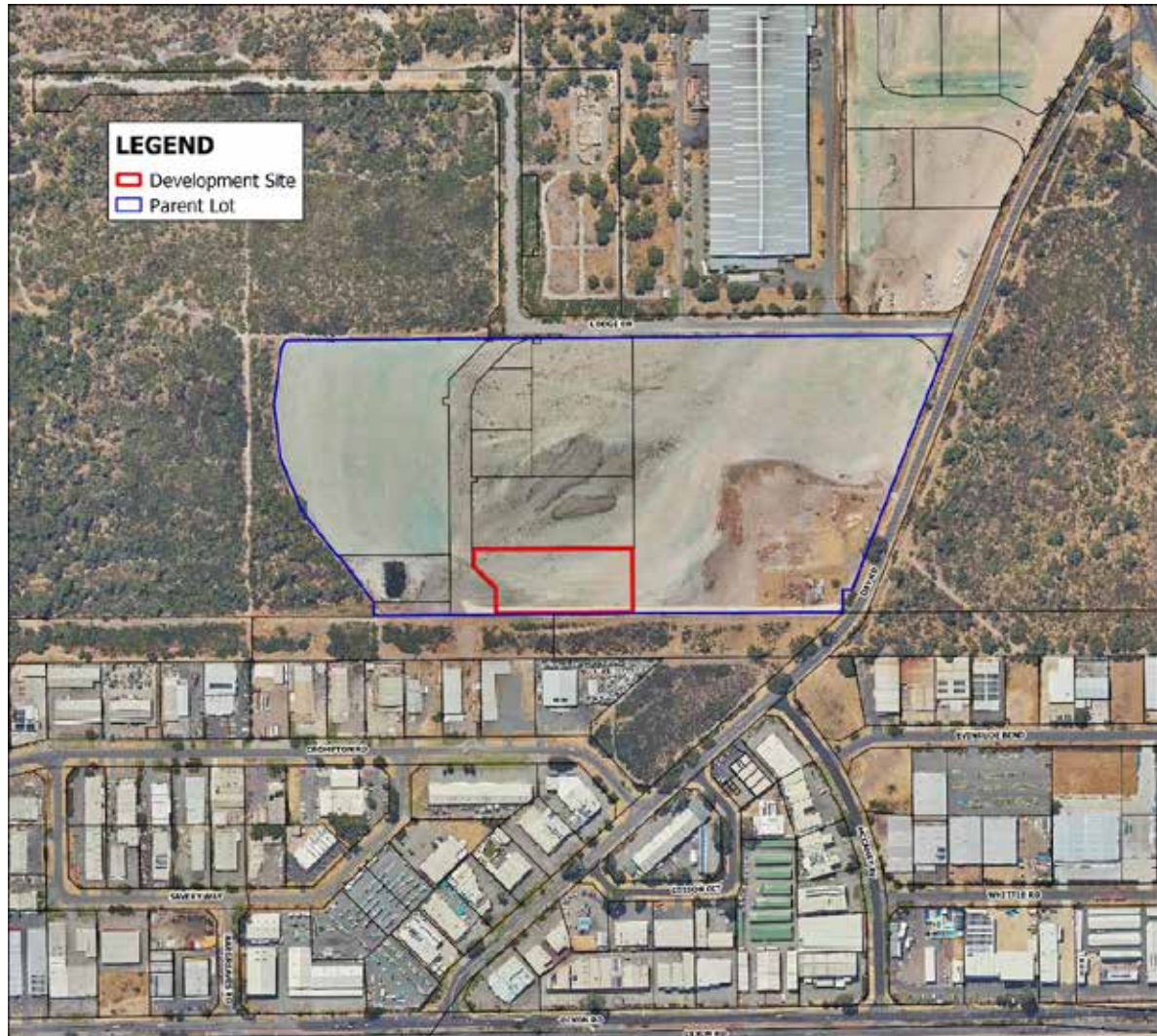


<b>Reference No &amp; Subject:</b>	<b>PD-021/23</b> <b>Joint Development Assessment Panel Application - Fuel Depot (Diesel Fuel Storage Facility)</b>
File No:	DD020.2023.00000029.001
Applicant:	Element Advisory Pty Ltd
Owner:	Rockingham 1 Pty Ltd
Author:	Miss Nyah Cheater, Planning Officer
Other Contributors:	Mr David Waller, Co-ordinator Statutory Planning Mr Mike Ross, Manager Statutory Planning
Date of Committee Meeting:	15 May 2023
Previously before Council:	
Disclosure of Interest:	
Nature of Council's Role in this Matter:	Tribunal
Site:	Lot 13 (No.15) Venture Place, East Rockingham
Lot Area:	8,410m <sup>2</sup>
LA Zoning:	General Industry
MRS Zoning:	Industrial
Attachments:	1. Responsible Authority Report
Maps/Diagrams	1. Location Plan 2. Aerial Photograph of Parent Lot 3. RIZ (IP14) Structure Plan 4. WAPC Approved Subdivision Plan 5. Aerial Photograph of Subject Site 6. Diagram Demonstrating Size of a B-Double 7. Proposed Site Plan 8. Proposed Elevations, Shed Floor Plan & Signage Details 9. Proposed Fuel Gantry Details & Fuel Delivery Point Details 10. Tank Specifications 11. Vegetation Classification from Bushfire Management Plan 12. Separation Distance to Sensitive Land Uses

### Purpose of Report

To provide a recommendation to the Metro Outer Joint Development Assessment Panel (MOJDAP) on an application for a proposed Fuel Depot (Diesel Fuel Storage Facility) at proposed Lot 13 (No.15) Venture Place, East Rockingham.





2. Aerial Photograph of Parent Lot

## Background

### Rockingham Industrial Zone

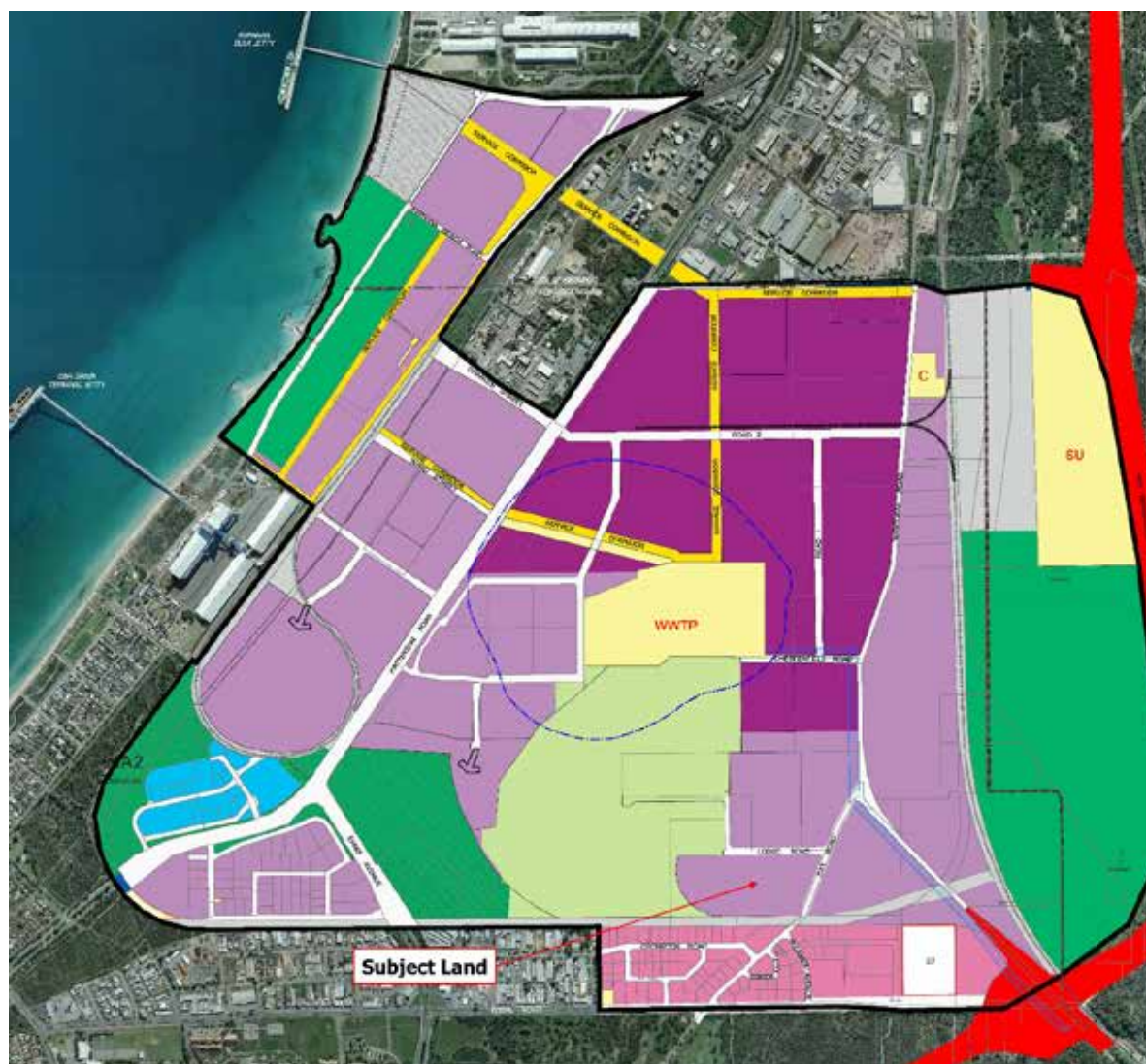
The East Rockingham Industrial Park (ERIP), also known as the Rockingham Industrial Zone (RIZ), adjoins the southern section of the Kwinana Industrial Area (KIA). The RIZ is a strategic precinct that was first identified for industrial development through the Kwinana-East Rockingham Industrial Area Improvement Plan No.14 (IP14).

IP14 was initiated in 1988 for the purpose of advancing the planning, development and use of the land affected by the Plan for industrial purposes. The IP14 Structure Plan was adopted by Cabinet and the Western Australian Planning Commission (WAPC). The IP14 Structure Plan was never adopted by the City of Rockingham (City) under Town Planning Scheme No.2, but it has guided the development of East Rockingham for a number of years. IP14 is a plan which supports port-related industry, environmentally acceptable heavy industry, general industry and light industry.

In recent years the Rockingham Industrial Zone Structure Plan (RIZ Structure Plan) has been used to guide the development of the East Rockingham Industrial area. The RIZ Structure Plan is an internal government document used by DevelopmentWA to progress and market the RIZ Industrial Estate.

The land subject to this DAP application is designated as 'General Industry' on the RIZ Structure Plan.



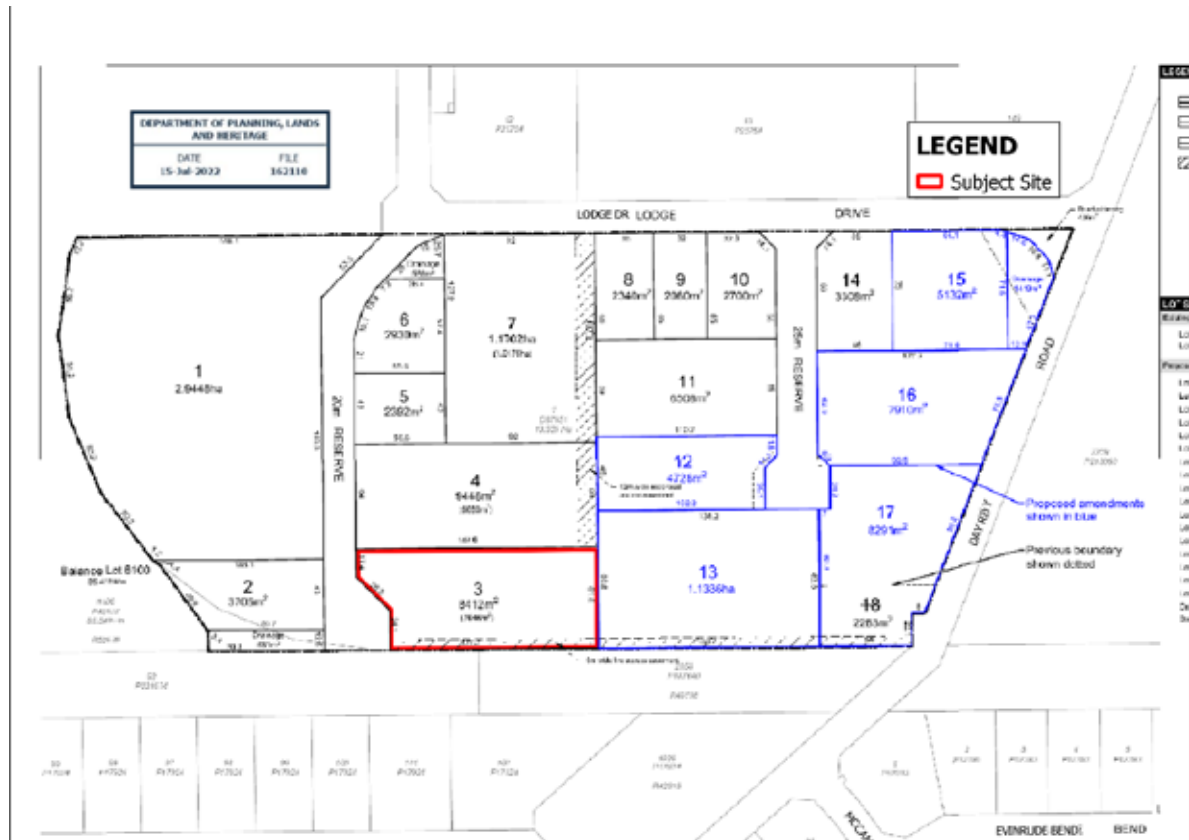


### 3. RIZ (IP14) Structure Plan

#### Subdivision Application

In July 2022, the Western Australian Planning Commission (WAPC) granted Subdivision Approval over Lot 2 (No.27) Day Road, East Rockingham (referred to as 'parent lot'), for the creation of 17 freehold lots, two (2) internal access roads and three (3) drainage reserves. Subdivision Clearance for Stage 1 of this Subdivision was granted by the City on the 23 December 2022.

At the time of lodging this application, the proposed development site, identified as Lot 3 on the approved Subdivision Plan (Figure 4), had not been formally created. As such, this application was lodged over the parent lot. The subject lot has since been created and is now being formally recognised as Lot 13 (No.15) Venture Place, East Rockingham, which will be referred to as the 'subject site' throughout this Report.



4. WAPC Approved Subdivision Plan

#### Subject Site Context

The subject site fronts Venture Place at its western boundary which provides a connection to Day Road to the east via Lodge Drive. To the north and east, the subject site is bounded by vacant industrial lots.

Immediately to the south, land in an east-west alignment, is reserved for 'Railway' under the Metropolitan Region Scheme (MRS). To comply with bushfire requirements, the subject site is burdened by a 6.0m wide emergency access way (EAW) easement for bushfire purposes along the full extent of its southern boundary, providing egress to Day Road. Furthermore, the subject site is benefited by a 12.0m wide reciprocal access easement through adjoining lots to the north which provides egress to Lodge Drive. Both of these easements were requirements of the Subdivision Approval, and are shown on the Approved Subdivision Plan (Figure 4).



5. Aerial Photograph of Subject Site

#### Current Development Assessment Panel Application

In February 2023, a Development Assessment Panel (DAP) application was lodged by the Applicant for a diesel fuel storage facility.

The following summarises the DAP application history:

- On 9 March 2023, the City contacted the applicant to confirm assessment timeframes for reporting and advised that timeframe limitations would require the Applicant to agree to an extension of time to allow for Government Agency comments to be received and for the City to conduct the assessment;
- On 15 March 2023, the Applicant agreed to a 37 day extension to allow for the assessment to be completed, with a Responsible Authority Report (RAR) submission date of 24 May 2023.

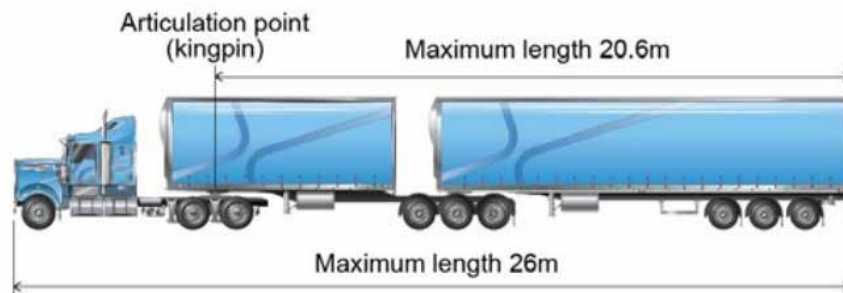
The following sections of this Report are based on the additional supporting material submitted by the Applicant in response to the City's request for further information, in conjunction with the details provided at lodgement.

#### **Details**

This DAP application is for a proposed Fuel Depot, for the purposes of diesel fuel storage and distribution, as follows:

- A 3,100m<sup>2</sup> 'containers court' area comprising 41 above-ground fuel storage containers and a fuel delivery point;
- A 230m<sup>2</sup> warehouse style shed comprising an office/control room, staff amenities (toilets, showers, kitchenette etc.) and storage area;
- Fuel gantry and truck standing area;
- Three (3) car parking spaces and one (1) loading bay adjacent to the warehouse to be used by staff only;
- Two crossovers accessed from Venture Place, with access to the site being proposed as follows:
  - The northern-most 16.0m wide crossover will be used by B-Double trucks for the purposes of collecting fuel from the site;

- The southern-most 10.0m wide crossover (inclusive of the 6.0m wide EAW) will be used by light vehicles to access the staff car parking area and B-Double trucks for the purposes of delivering fuel to the site; and
- All vehicles, including trucks, will exit the site via the reciprocal access road through adjoining lots to the north of the subject site which provides egress to Lodge Drive.



#### 6. Diagram Demonstrating Size of a B-Double

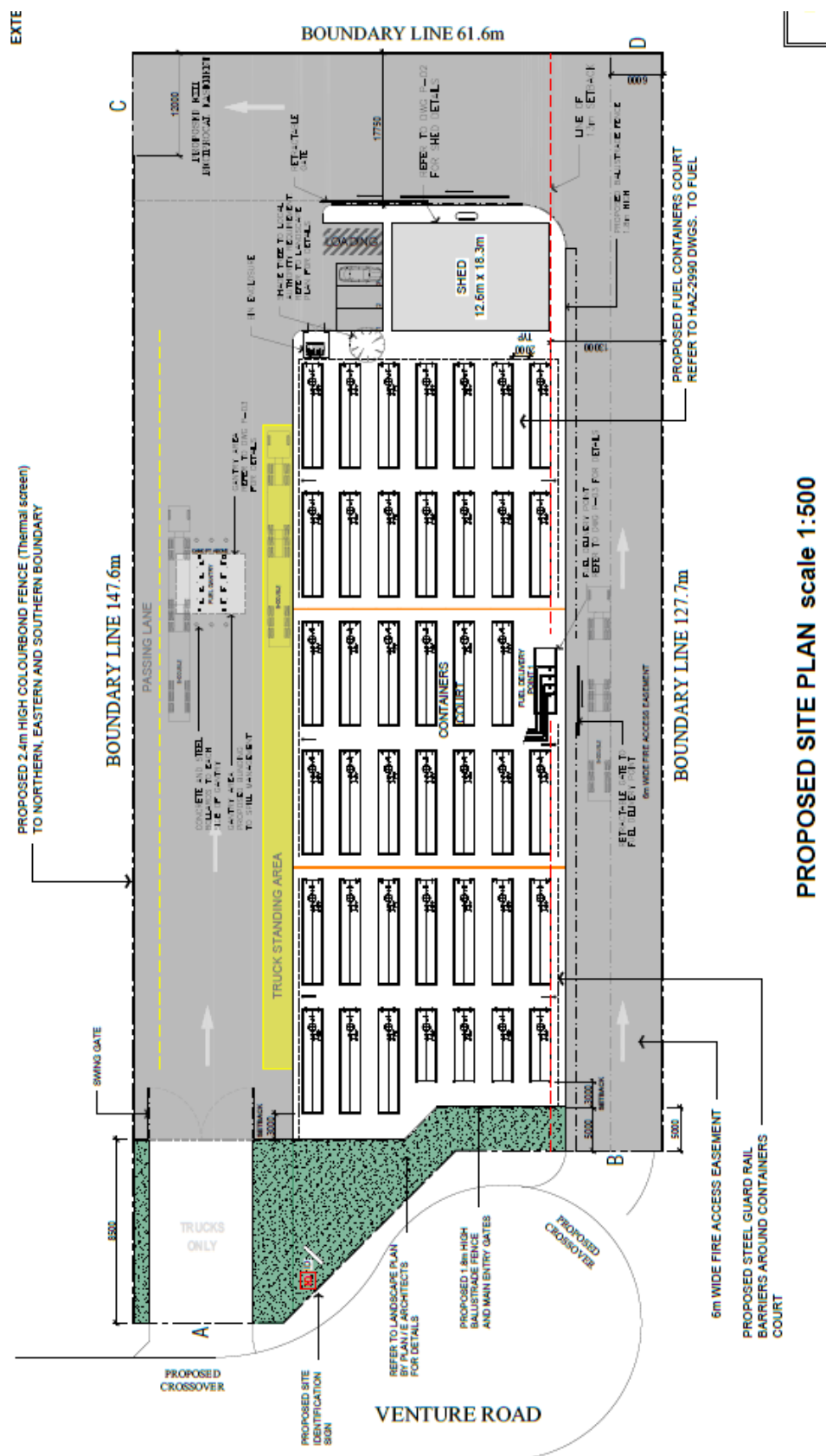
- A landscaping strip along the frontage of the site ranging from 21.0m to 5.0m in width from Venture Place; and
- A 6.0m high pylon sign within the landscaping strip.

The development will operate on a 24/7 basis with a total of three (3) staff members on site during the day and one (1) staff member on site during the night. The Fuel Depot facility will be subject to restricted (controlled) access, with the only personnel permitted on site being operational employees of the facility and truck drivers. Staff members on-site will manage access via a remote control for the proposed swing/retractable gates, permitting access/egress, as required.

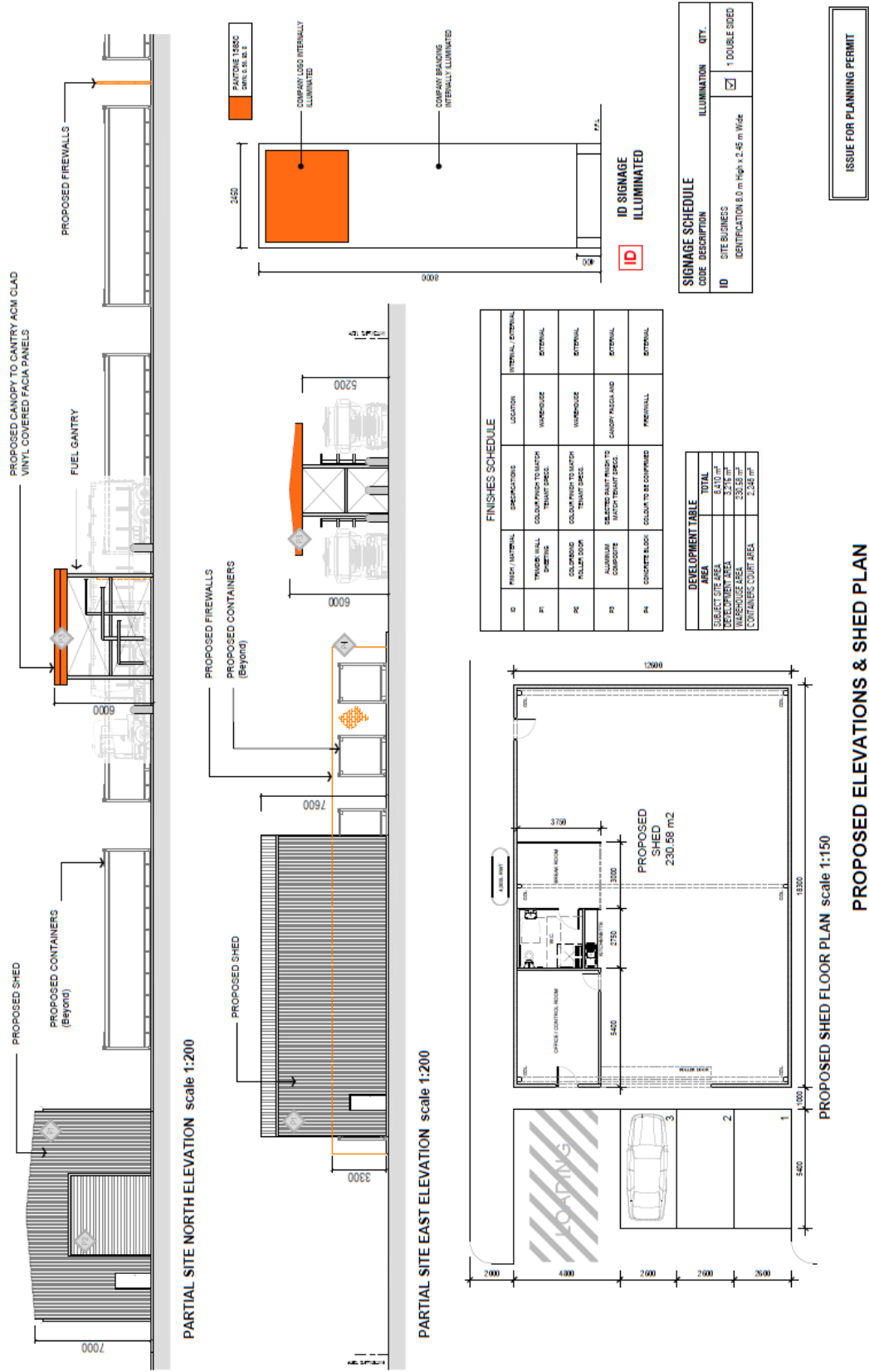
The following reports and supporting material accompany the DAP application:

- Development Application Report;
- Development Plans;
- Traffic Impact Statement (TIS);
- Indicative Tank Specifications;
- Bushfire Management Plan and Bushfire Risk Management Plan; and
- Risk Assessment Report.

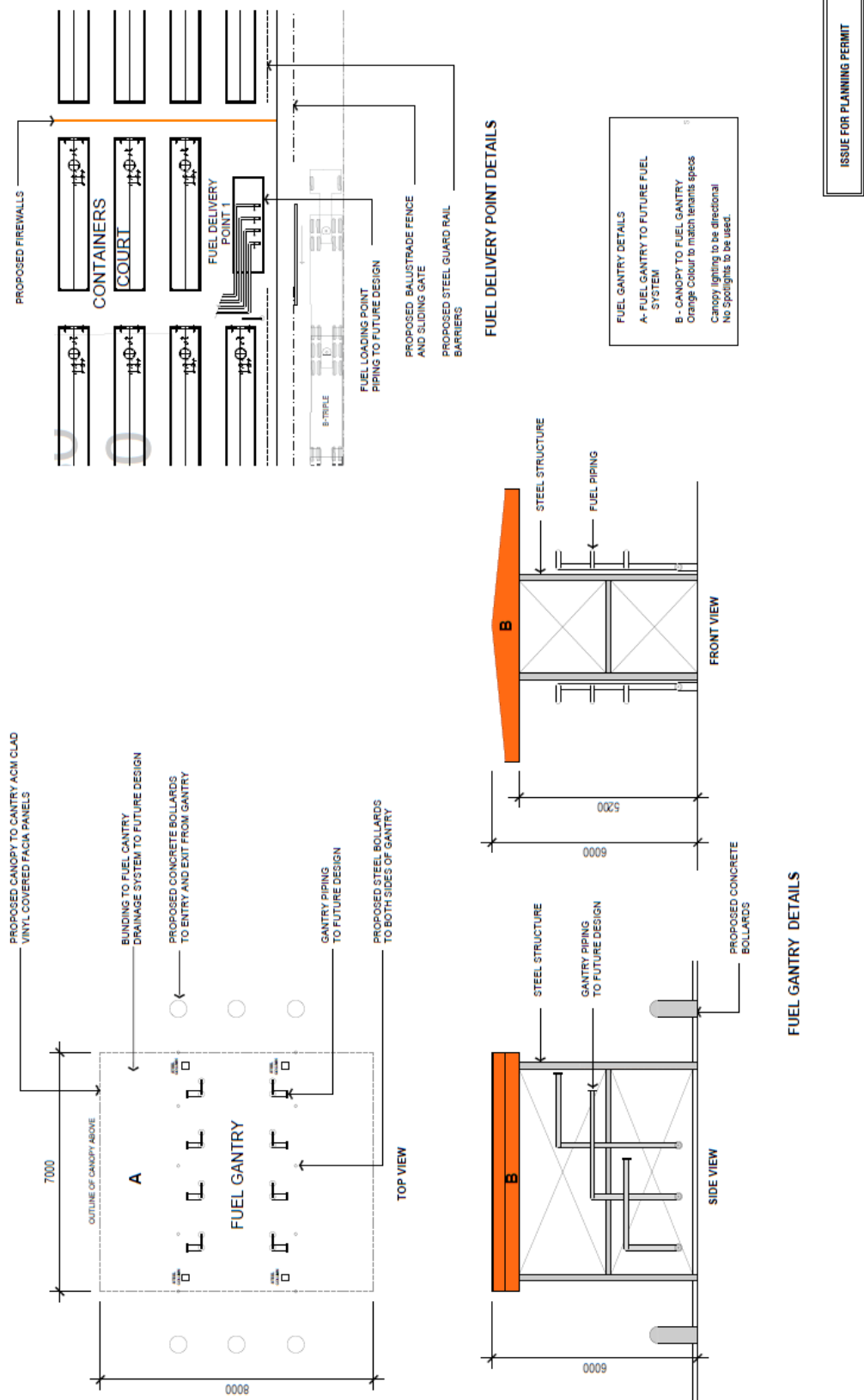




## 7. Proposed Site Plan



8. Proposed Elevations, Shed Floor Plan & Signage Details



9. Proposed Fuel Gantry Details & Fuel Delivery Point Details



## 10. Tank Specifications

### Implications to Consider

#### a. Consultation with the Community

Pursuant to Clause 64(1)(c) of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the local government has the discretion to advertise, or not to advertise an application seeking Development Approval.

As the proposed development is consistent with the applicable planning framework and complies with the required separation distances to sensitive land uses (discussed further below), advertising was not considered to be necessary.

#### b. Consultation with Government Agencies

The following agencies were consulted:

- Department of Fire & Emergency Services (DFES);
- Public Transport Authority of Western Australia (PTA);
- Department of Planning, Lands & Heritage (DPLH);
- Department of Mining, Industrial Regulation & Safety (DMIRS);
- Department of Water & Environmental Regulation (DWER); and
- Water Corporation.

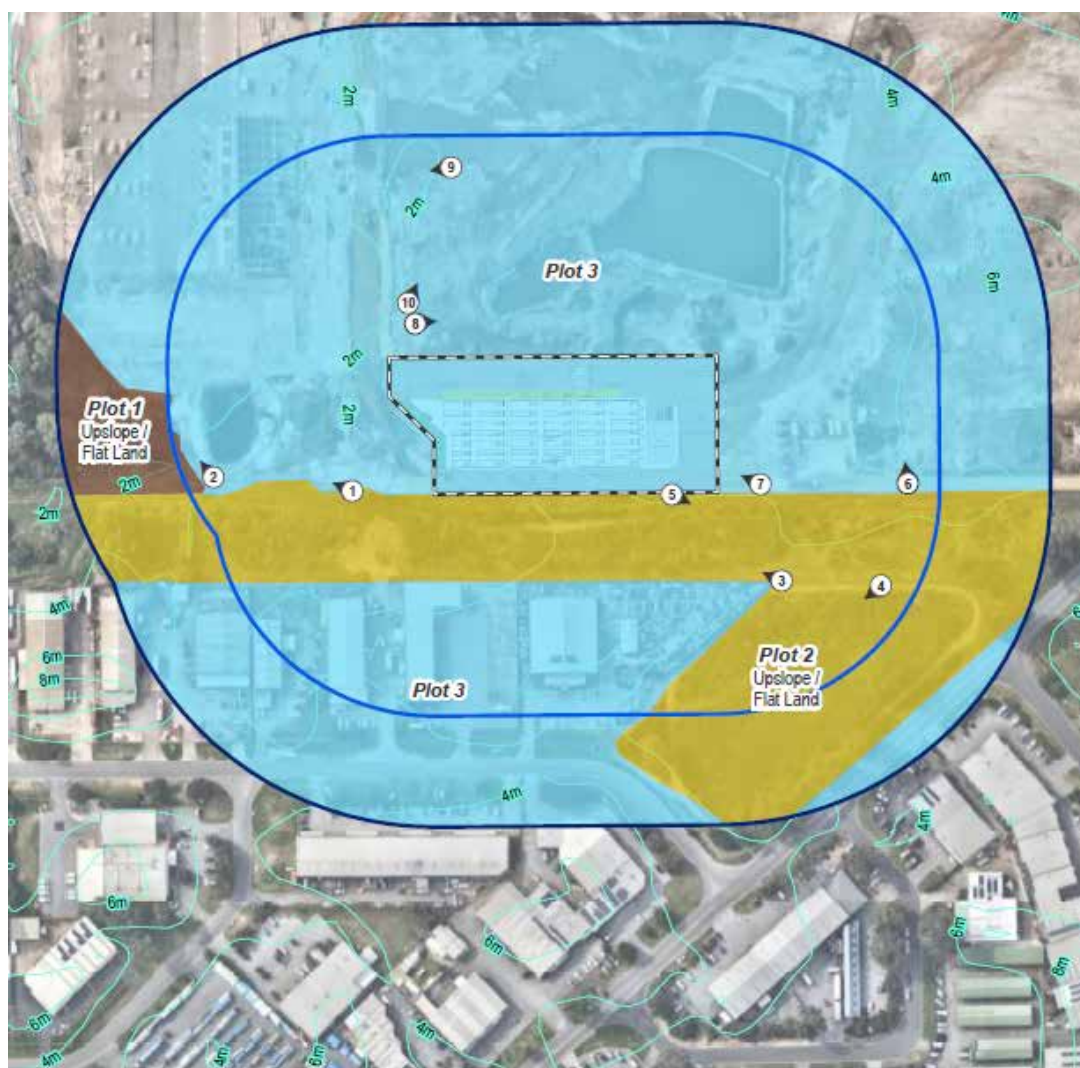
#### 1. Department of Fire & Emergency Services (DFES) summarised

Modifications to the Applicant's Bushfire Management Plan (BMP) are required for the following:

- Justification required for the vegetation classification of 'Plot 2' as 'Class D Scrub'. DFES considers this Plot may be better classified as 'Class A Forest' (refer to Figure 11);
- Further evidence required to demonstrate compliance with 'Element 2 - Vehicular Access' of the Guidelines for Planning in Bushfire Prone Areas; and
- Further evidence required to demonstrate compliance with Element 4 - Water' of the Guidelines for Planning in Bushfire Prone Areas.

The Hazardous Materials team from DFES were unable to provide specific comments on the proposed development due to commitments with deployment in relation to Cyclone Ilsa.

# 1. Department of Fire & Emergency Services (DFES) summarised (cont...)



**Figure 4: Vegetation Classification**

- Subject site
- 100m site assessment
- 150m site assessment
- Contour (2m)
- Photo location

- Vegetation classification**
- Class A Forest
  - Class D Scrub
  - Excluded as per clause 2.2.3.2 (e) and (f)

0 20 40 80  
Metres

Datum/Projection:  
GDA 1994 MGA Zone 50  
22PER3908-ED Date: 15/12/2022



## 11. Vegetation Classification from Bushfire Management Plan

### Applicant's Response

The Applicant has provided a response from EcoLogical Australia (ELA) to address the concerns raised by DFES, as follows:

- "ELA disagrees with this comment. A comprehensive site assessment was undertaken by ELA to classify vegetation for the BMP. The vegetation within Plot 2 is comprised of Proteaceous, Myrtaceous and Acacia shrubs. These species do not mature into trees. In addition, the Class D Scrub classification is consistent with that within the approved BMP for the subdivision of the site (ELA 2022b).



### 1. Department of Fire & Emergency Services (DFES) summarised (cont...)

- *ELA disagrees with this comment. The approved subdivision and supporting BMP (ELA 2022b) address vehicular access. At this stage of planning (i.e. development application), it is not possible to modify road design outside of the subject site. Notwithstanding this however the road design (including the Emergency Access Way) were approved by the City of Rockingham and therefore no modifications should be considered necessary.*
- *The subject site requires reticulated water and will be connected to the existing supply in the area. Water reticulation plans will be submitted to the City to be assessed as part of engineering approvals rather than within this BMP. ELA believe this can be a condition of development approval if required."*

With regard to the missing response from DFES' Hazardous Material team, the Applicant has advised that the issues regarding the management of hazardous materials on site should be addressed as part of the Dangerous Goods licensing.

#### DFES Updated Response

The following comments were provided by DFES on the 2nd May, 2023, with regard to ELA's formal response above:

- *"The vegetation for Plot 2 may currently be at a height that could present as Class D Scrub however as Plot 2 abuts Class A Forest (Plot 1), and contains similar species to Plot 1, it is likely that without management Plot 2 will mature into Class A Forest. The updated comments from the practitioner have not provided additional information (including the requested use of height sticks to determine the current height of vegetation within Plot 2) to satisfy DFES that the area will not reach a mature state of Class A Forest."*
- It is DFES' view that the BMP should be updated with the additional information provided demonstrating full compliance with 'Element 3 - Vehicular Access' and 'Element 4 - Water'.

Comments from DFES' Hazardous Materials were still unable to be provided at this point in time.

#### City's Comment:

The following comments are provided in respect of the above:

- Due to reporting timeframe constraints, the Applicant was unable to respond to the updated comments provided by DFES above. As such, the bushfire matter regarding the vegetation classification remains outstanding until such time that the Applicant can provide an updated BMP demonstrating that the proposed development can achieve compliance with 'Element 1 - Location'.
- The City is satisfied that the Applicant has provided further evidence to demonstrate compliance with 'Element 3 - Vehicular Access'. It is further noted that the vehicular access/egress points have been provided on site in accordance with the approved Bushfire Management Plan for the subdivision. Should Development Approval be granted, a Condition will be imposed requiring an updated BMP to be submitted including this further information.
- The Applicant has confirmed the subject site has been connected to reticulated water, as per the requirements of the Subdivision Approval. The City is satisfied this connection demonstrates compliance with Element 4 - Water. Confirmation of the site's connection to reticulated water will need to be included in the amended BMP that will be required should Development Approval be granted.

The City has attempted to follow up with the Hazardous Materials (HazMat) team at DFES to obtain its comments on multiple occasions with no success. The HazMat team at DFES comprises a group of professionals who are specially trained to handle hazardous materials or dangerous goods, and can provide advice in this regard. Given the proposed development involves the storage of hazardous (combustible) materials on site, the City considers that comments from the HazMat team should be obtained to ensure the proposed development meets HazMat requirements.

<b>1. Department of Fire &amp; Emergency Services (DFES) summarised (cont...)</b>
<b><u>Recommendation No.1:</u></b> The City considers that the outstanding bushfire concerns are required to be addressed by the Applicant, to the satisfaction of DFES and the City, prior to the Application being determined.
<b>2. Public Transport Authority of Western Australia (PTA) summarised</b>
The PTA has no objections to the proposal subject to the following conditions being imposed:- <ul style="list-style-type: none"><li>· Prior to the commencement of the use, the applicant/landowner must construct a fence along the shared boundary of Lot 2 and the railway reserve at the expense of the applicant/landowner, to the PTA's standards and to the satisfaction of the PTA.</li><li>· Prior to the commencement of construction, the applicant/landowner must have a soil contamination assessment completed (within the railway reserve) by a suitably qualified professional and at the expense of the applicant/landowner, to the satisfaction of the PTA.</li><li>· Any fuel transported to/from the site, as well as fuel being stored on the site (above and below ground), must not leak into the railway reserve.</li></ul>
<b><u>City's Comment:</u></b> Noted. The City considers these PTA matters can be addressed by conditions should Development Approval to be granted.
<b>3. Department of Planning, Lands &amp; Heritage (DPLH) summarised</b>
DPLH has no objections to the proposal but raised the following concern with the City: <ul style="list-style-type: none"><li>· It is recommended that the submitted swept path plans at section 5.5 of the TIS for 'RAV 7' B-Triple trucks be verified/checked to the satisfaction of the City of Rockingham's Technical Services Directorate as a minor encroachment shown.</li></ul>
<b><u>City's Comment</u></b> The Applicant's formal response to the RFI confirmed that the development will be serviced by B-Double trucks only, instead of B-Triple trucks as proposed originally at the time of lodgement. The City is satisfied that B-Double trucks will be able to adequately enter and exit the subject site without encroaching the adjoining property.
<b>4. Department of Mining, Industrial Regulation &amp; Safety (DMIRS) summarised</b>
DMIRS has no objections to the proposal, subject to the following requirements being met: A Dangerous Goods Site licence is required for the subject development as it is to be used to store Dangerous Goods above manifest quantity 100kL in the case of diesel.
<b><u>City's Comment</u></b> The City notes the storage of bulk fuel is governed by AS1940-2004- <i>The Storage and Handling of Flammable and Combustible Liquids</i> , and that the subject development will require a Dangerous Goods Site Licence. Should Development Approval be granted, an Advice Note can be applied advising the Applicant of the requirement to obtain a Dangerous Goods Site Licence for the proposed development.
<b>5. Department of Water &amp; Environmental Regulation (DWER) summarised</b>
DWER has no objections to the proposal, subject to the following requirements being met:- <ul style="list-style-type: none"><li>· A Works Approval/License is required for the subject development as it constitutes a Prescribed Premise (73 - Bulk Storage of Chemicals) under the <i>Environmental Protection Act 1986</i> (the 'EP Act').</li></ul>

5. Department of Water & Environmental Regulation (DWER) summarised (cont...)
<p>An onsite Stormwater Management Plan is to be prepared and approved to the satisfaction of the City of Rockingham. The proposed stormwater system is to be designed, constructed and managed in accordance with the <i>Decision process for stormwater management in WA</i> (DWER 2017) and the <i>Stormwater Management Manual for Western Australia</i> (DWER, 2022), including Chapter 9, section 6.2 Hydrocarbon management. As a minimum, stormwater should pass through oil-water separators for hydrocarbon removal.</p>
<p><u>City's Comments</u></p> <ul style="list-style-type: none"> <li>DWER regulates industrial emissions and discharges to the environment through a works approval and licensing process, under Part V of the EP Act. Industrial premises with potential to cause emissions and discharges to air, land or water are known as 'Prescribed Premises' and trigger regulation under the EP Act. Prescribed Premises categories are outlined in Schedule 1 of the <i>Environmental Protection Regulations 1987</i>. Refer to the 'Legal and Statutory' section below.</li> </ul> <p>The EP Act requires a Works Approval to be obtained before constructing a 'Prescribed (Industrial) Premises' and makes it an offence to cause an emission or discharge unless a licence or registration is held for the premises. The City notes that the applicant has not submitted an application for Works Approval with DWER.</p> <p>Should Development Approval be granted, an Advice Note can be applied advising the applicant of the requirement to obtain a Works Approval prior to any works commencing on site.</p> <ul style="list-style-type: none"> <li>Should Development Approval be granted, it is recommended a Condition be imposed requiring a Stormwater Management Plan be submitted to the satisfaction of the City and be designed for conformity with the documents referred to by DWER.</li> </ul>
6. Water Corporation
<p>The Water Corporation had no objections to the proposal, but provided the following comments:</p> <ul style="list-style-type: none"> <li>Connection to reticulated sewer is dependent on construction of East Rockingham Wastewater Pump Station 'E' and extension of gravity sewers from the pump station. The pump station is currently schedule for completion in July of 2024, the extension of the gravity sewers will be delivered by the developer as such will be dependent on their schedule.</li> <li>Reticulated water is available for connection in Lodge Drive. Extension of the water main will be required along Venture Place to connect Lot 2 to the network.</li> </ul>
<p><u>Applicant's Response</u></p> <p>The Applicant has confirmed the subject site has been connected to reticulated water, as required by the WAPC Subdivision Approval.</p>
<p><u>City's Comment</u></p> <p>The Water Corporation's submission is noted.</p>

**c. Strategic**

Community Plan

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

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

**Strategic Objective:** *Responsive Planning and Control of Land Use - Plan and control the use of land to meet the needs of a growing population, with consideration of future generations*



**d. Policy**

State Planning Policy 3.7 - Planning in Bushfire Prone Areas (SPP3.7)

SPP3.7 guides the implementation of effective risk-based land use planning and development to preserve life and reduce the impact of bushfire on property and infrastructure.

The development site has been designated bushfire prone under the *Fire and Emergency Services Act 1998* (as amended) and therefore the requirements of SPP3.7 are applicable.

The objectives of SPP3.7 are to:

- *"Avoid any increase in the threat of bushfire to people, property and infrastructure. The preservation of life and the management of bushfire impact are paramount.*
- *Reduce vulnerability to bushfire through the identification and consideration of bushfire risks in decision-making at all stages of the planning and development process.*
- *Ensure that higher order strategic planning documents, strategic planning proposals, subdivision and development applications take into account bushfire protection requirements and include specified bushfire protection measures.*
- *Achieve an appropriate balance between bushfire risk management measures and, biodiversity conservation values, environmental protection and biodiversity management and landscape amenity, with consideration of the potential impacts of climate change."*

As the proposed development is classified as a high-risk land use (combustible on-site hazards) in a bushfire prone area, the applicant has submitted a Bushfire Management Plan (BMP) and a Bushfire Risk Management Plan (BRMP) in support of the application, as per the requirements of SPP3.7.

The BRMP assesses the bushfire risk of the development site and outlines strategies to manage that risk, including personnel training, ongoing maintenance & management practises and landscaping requirements. The primary risk identified in the BRMP is that a bushfire could potentially ignite the combustible materials (diesel fuel) being stored on site, thus necessitating appropriate risk management measures.

The BRMP's role in this instance is to provide considerations to the inherent and residual bushfire risk. These can be determined on the basis of the following risk criteria:

- Likelihood of ignition;
- Bushfire occurrence (bushfire history of the area);
- Risk of ignition;
- Vegetation type, fuel age and load, slope under vegetation; and
- Predominant fire weather conditions.

The BRMP has provided the following to address the bushfire risk for the proposed development:

- A BMP;
- A risk assessment matrix based on bush fire attack scenarios from different directions;
- Bushfire mitigation measures;
  - Fire Protection and Detection Equipment;
  - Evacuation Plan and Assembly Points;
  - Personnel Training;
  - Bushfire Suppression; and
  - Landscaping Mitigation Methods (APZ).

The main mitigation methods include the following strategies suggested within the BRMP:

- The facility will be fitted with a monitored alarm system, which when activated will trigger an automatic response to the nominated security company;

- Fire extinguishers will be located within the subject site at various locations;
- There will be an emergency stop button for the fuel transfer systems located at strategic positions where transfers will take place;
- A Spill Response Kit will be maintained on the subject site and located at various positions for minor spills next to/below any emergency stop button;
- A containment system to collect spills and an amount of fire water will be installed;
- An Emergency Management Plan is to be developed and implemented by the operator, identifying evacuation triggers and depicting muster points on-site;
- All personnel on site must be trained in responding to and managing all emergency incidents in accordance with the Emergency Management Plan. Training must be kept up to date and evacuation exercises must be carried out at least every six months.

The City is of the view that the BRMP has identified adequate mitigation methods to reduce the inherent bushfire risk to life and property within and surrounding the subject site. Should Development Approval be granted, it is recommended a Condition be applied requiring the applicant implement the bushfire mitigation measures recommended in the BRMP.

An assessment of the BMP in accordance with the Bushfire Protection Criteria outlined in the Guidelines for Planning in Bushfire Prone Areas is detailed in the next section of this Report.

#### Guidelines for Planning in Bushfire Prone Areas (the Guidelines)

The Guidelines provide supporting information to assist in the interpretation of the objectives and policy measures outlined in SPP3.7. An assessment against the Guidelines is provided as follows:

Element	Provided
1. Location	The Applicant has not provided suitable justification to support the vegetation classification of Plot 2, as per DFES' comments. As such, the BMP for the proposed development has not demonstrated compliance with Element 1 - Location.
2. Siting and Development	Compliance with Element 2 is pending the Applicant's submission of an amended BMP that demonstrates compliance with SPP3.7 and the Guidelines to the satisfaction of DFES.
3. Vehicular Access	The development complies with the relevant Acceptable Solutions for this Element as multiple egress options have been provided, as listed below:- <ul style="list-style-type: none"><li>· Egress via Venture Place to the west;</li><li>· Egress via the reciprocal access easement through adjoining lots to the north; and</li><li>· Egress via the EAW through adjoining lots to the east, connecting to Day Road.</li></ul>
4. Water	The Applicant has confirmed the subject site has been connected to reticulated water supply, as required by the WAPC Subdivision Approval.

In consideration of the above, the City considers that an amended BMP is required to be submitted addressing the outstanding bushfire concerns to the satisfaction of DFES.

At the time of writing this report, the proposed development was assessed under the current SPP3.7 and the Guidelines, however, it is noted that a draft version of SPP3.7 and the new Guidelines has been released for public comment, which includes proposed changes to the bushfire criterion and revised Bushfire Prone Area Mapping.

It is worth noting the revised mapping splits the bushfire prone area into two bushfire prone designations, being Area 1 and Area 2. Under this new mapping, the vegetation within the adjoining railway reserve is classified under Area 1 which reflects a built up area and presents a lesser risk of loss of life, property or infrastructure in the event of a bushfire.

Under the draft SPP3.7 and Guidelines, the current proposal would not be required to demonstrate compliance with Element 1 - Location.

It is noted, however, that the draft SPP3.7 and Guidelines cannot be applied because the revised Bushfire Prone Area Mapping has not been gazetted by the Fire and Emergency Services Commissioner. As such, the City has relied upon the advice from DFES which is based on the existing bushfire policy framework.

State Planning Policy 4.1 - Industrial Interface (SPP4.1)

The key purpose of SPP4.1 is to seek to prevent conflict and encroachment between industrial and sensitive land uses. This Policy ensures planning decisions consider the locational constraints of land uses, the significant investments represented, and the current and future benefits and costs to communities when assessing proposals where land use conflict may exist or result.

The objectives of SPP4.1 are as follows:

- *"Ensure the impacts of industrial land uses are considered at all stages of the planning process.*
- *Adequately separate industrial land uses and any resulting off-site impacts and/or safety risks from incompatible land uses to:*
  - *protect industrial areas to improve long-term operational certainty*
  - *avoid, mitigate or manage potential impacts on the health and amenity of people and the environment*
  - *promote co-location of like uses to minimise the impact area.*
- *Plan the land use transition between industrial land uses/infrastructure facilities and sensitive land uses by providing compatible zones, reserves and land uses."*

The proposal is considered to be compatible with existing and future industrial development, within the RIZ. Detailed discussion is provided in the following section regarding separation distances.

Environmental Protection Authority (EPA) - Separation Distance between Industrial and Sensitive Land Use No.3 (Guidance Statement)

The EPA Guidance Statement provides advice to proponents, responsible authorities, stakeholders and the public, on the minimum requirements for environmental management which the EPA would expect to be met when the Authority considers a development proposal.

For the purpose of the Guidance Statement, 'industrial land use' is used in a general way to encompass a range of industrial, commercial, and rural activities, associated with off-site emissions that may affect adversely the amenity of sensitive land uses. A table of land uses is provided in the Guidance Statement.

The proposal constitutes a 'Fuel Storage' type land use as defined within the Guidance Statement. The nearest sensitive land uses – the suburb of Hillman (approximately 700m to the south) and Rockingham Holiday Village (approximately 600m to the east) - are situated outside the minimum 300-500m generic separation requirement for this type of industrial land use and thus, is compliant with the EPA Guidance Statement.



## 12. Separation Distance to Sensitive Land Uses

### Local Planning Policy No.3.3.1 - Control of Advertisements (LPP3.3.1)

As part of the DAP application, the Applicant has submitted signage plans and details for a proposed pylon sign within the front setback landscaped area.

The following provides an assessment of the pylon signage against the requirements of LPP3.3.1:

Pylon Sign shall not	Officer Comments	Compliance
Be located within 1.8m of a boundary.	<ul style="list-style-type: none"> <li>The proposed pylon sign will comply with this setback requirement.</li> </ul>	Compliant
Be situated within 6.0m of any other sign of the same lot;	<ul style="list-style-type: none"> <li>No other sign is proposed for this development.</li> </ul>	Compliant
Project over a street, walkway or any other public area by more than 1.0m	<ul style="list-style-type: none"> <li>The pylon sign will not project over a street, walkway or any other public area.</li> </ul>	Compliant
Have a height exceeding 6.0m, unless it can be demonstrated to the Council that a greater height is warranted and it complies with the objectives of this Planning Policy. In any event, a Pylon Sign shall not exceed 9.0m in height	<ul style="list-style-type: none"> <li>The proposed pylon sign will be a maximum height of 6.0m.</li> </ul>	Compliant
Have any part of the sign less than 2.7m from the ground level, unless the sign is designed such that the underside of the face area is located at ground level	<ul style="list-style-type: none"> <li>The underside of the sign will be located at ground level.</li> </ul>	Compliant

Pylon Sign shall not	Officer Comments	Compliance
Have a face area exceeding more than 3.5m width or height	<ul style="list-style-type: none"> <li>The face area will measure at 1.9m (length) x 1.7m (width).</li> </ul>	Compliant
Have a face area of more than 4m <sup>2</sup> on each side (single tenancy) or 13m <sup>2</sup> on each side (multiple tenancy).	<ul style="list-style-type: none"> <li>The face area of the sign does not exceed 4m<sup>2</sup>.</li> </ul>	Compliant
Only 1 pylon sign shall be permitted on a lot with a single tenancy.	<ul style="list-style-type: none"> <li>Only one pylon sign is proposed.</li> </ul>	Compliant

Local Planning Policy No.3.3.8 - East Rockingham Industrial Zones (LPP3.3.8)

The proposed development has demonstrated compliance with the planning criteria in LPP3.3.8 relating to building setbacks, car parking, fencing, signage and landscaping. The Table below details the areas of non-compliance and the City's assessment:

General Development Provisions	Proposal	Officer Comment
<b>Site Layout, Building Orientation and Materials</b>		
<ul style="list-style-type: none"> <li>Office and administrative buildings must be designed to address the street, providing a legible entrance for pedestrians and a positive contribution to the streetscape through the use of glazing, a mixture of materials and architectural features.</li> </ul>	<ul style="list-style-type: none"> <li>No office or administrative buildings have been provided on site. The Applicant has advised the proposed shed is more akin to an outbuilding, rather than a traditional administrative building incorporating a customer reception/corporate administration. Whilst the shed provides basic amenities for site personnel, its primary function is to accommodate equipment, and accessories.</li> </ul>	<ul style="list-style-type: none"> <li>With consideration for the intended operation of the development, with only restricted personnel permitted on site and no visitors, the City considers the lack of office/administrative entrance to be acceptable.</li> </ul> <p>In addition, the subject site is situated discretely within an industrial estate at the end of a cul-de-sac, adjacent to a railway reserve. There is unlikely to be a high level of pedestrian and/or vehicular traffic passing this site.</p> <p>The proposal involves landscaping (with a 3-tiered composition) and fencing to create a positive contribution to the streetscape. Should Development Approval be granted, a Condition will be imposed requiring a Landscape Plan to be submitted for approval by the City.</p>

Site Layout, Building Orientation and Materials		
<ul style="list-style-type: none"> <li>The ground floor facades of all buildings visible from the primary road or open space area must be of masonry construction with exposed aggregate or coated with a textured finish or equivalent. The second floor or its equivalent may be constructed of other materials.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed shed is to consist of steel cladding, rather than masonry construction.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed shed is setback approximately 100m from the primary street frontage and will be largely screened by the fuel containers in the containers court and the proposed landscaping / fencing. The City considers the shed's location to be acceptable in the circumstances.</li> </ul>
Landscaping Setback Requirements		
<ul style="list-style-type: none"> <li>Minimum 10.0 metres landscaping, plus the street verge, to primary street frontage</li> </ul>	<ul style="list-style-type: none"> <li>A landscaping strip ranging from 5.0m to 20.0m in width (approx. 410m<sup>2</sup>) has been provided adjacent to the primary street frontage.</li> </ul>	<ul style="list-style-type: none"> <li>Due to the subject site's irregular lot configuration, a minimum 10.0m wide landscaping strip was unable to be provided adjacent to the primary street frontage. It is noted, however, that the Applicant has provided more landscaping under the current proposal (410m<sup>2</sup>) than what would have been provided within the required 10.0m landscaping strip (364m<sup>2</sup>). As such, the proposed landscaping has been considered acceptable in the circumstances.</li> </ul>
Service, Storage and Display Areas		
<ul style="list-style-type: none"> <li>Service and storage areas must be located behind the front building line.</li> </ul>	<ul style="list-style-type: none"> <li>The service and storage areas for the development will not be located behind the front building line as there is no front building proposed.</li> </ul>	<ul style="list-style-type: none"> <li>The Applicant has proposed landscaping with a 3-tiered composition, inclusive of shade trees, and a 1.8m high garrison fencing to screen the service/storage areas from the street.</li> </ul>
Plant & Equipment		
<ul style="list-style-type: none"> <li>All plant and equipment is to be screened or placed remote from the street public areas where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>The fuel containers will be partially screened by the front landscaping strip and fencing.</li> </ul>	<ul style="list-style-type: none"> <li>The landscaping and fencing proposed should provide an adequate level of screening of the development from the street.</li> </ul>

Local Planning Policy No.3.3.14 - Bicycle Parking and End-of-Trip Facilities (LPP3.3.14)

The aim of the LPP3.3.14 is to appropriately provide for secure, well defined and effective on site bicycle parking and end-of-trip (EOT) facilities, to encourage the use of bicycles as a means of transport and access within the City.

Land Use	Required				Provided
	Minimum Short-Term		Minimum Long-Term		
	Rate	Number	Rate	Number	
Industry (Fuel Depot - Approx. 3,100m <sup>2</sup> )	N/A	N/A	0.1 spaces per 100m <sup>2</sup> NLA	3.1	0
Total Required	N/A		3		3 long-term spaces

With consideration for the intended operation of the development (only restricted personnel permitted on site and no visitors, with large industrial trucks accessing the site), the City considers it acceptable for bicycle parking to not be provided within the proposed development.

Local Planning Policy No.3.4.3 - Urban Water Management (LPP3.4.3)

A Stormwater Management Plan (SMP) was not submitted as part of the Development Application but the applicant has noted that a SMP will be developed as part of the detailed design stage.

The City holds concerns with the development site's ability to contain stormwater on site due to the significant amount of hardstand and impervious surface proposed. A SMP will be required as a condition of Development Approval (as requested by the Applicant). Should the strategy in the SMP fail to satisfy DWER advice and/or LPP3.4.3, the Applicant will be required to investigate alternatives.

**e. Financial**

Nil

**f. Legal and Statutory**

Planning and Development (Local Planning Scheme) Regulations 2015 (Planning Regulations)

Clause 67 of the Regulations outlines matters to be considered by the decision maker in determining this application. Where relevant, these matters are discussed throughout this Report.

Town Planning Scheme No.2 (TPS2)

*Clause 3.2 - Zoning Table*

The subject site is zoned 'General Industry' under TPS2. The proposed development is consistent with the land use of 'Fuel Depot', meaning:

*"premises used for the storage and sale in bulk of solid or liquid or gaseous fuel but does not include premises used –*

*(a) as a service station; or*

*(b) for the sale of fuel by retail into a vehicle for use by the vehicle."*

A 'Fuel Depot' land use is not permitted ('D') unless the local government has exercised its discretion by granting Development Approval.

It is noted that the proposed development constitutes a 'Prescribed Premises' as set out in Schedule 1 of the *Environmental Protection Regulations 1987*. The Applicant has advised that separate environmental approvals, including a Works Approval and a Dangerous Goods Licence for the storage of fuels, will be sought separately to this DAP application.

*Clause 4.10.1 Objectives of Industrial Zones*

The following objectives apply to Industrial Zoned land within the TPS2 are:

- "(a) to provide for a range of industrial land uses by establishing guiding principles and policies that are environmentally and socially acceptable;*
- (b) to encourage and facilitate the establishment of attractive and efficient industrial areas ensuring that acceptable levels of safety and high standards of amenity are provided through the application of appropriate land use, design and landscaping controls; and*
- (c) to ensure that industrial areas are developed in a manner which has due regard to potential industries and their infrastructure needs, and that adjacent urban areas are not subjected to pollution and hazards."*

The proposed development is considered consistent with the objectives of the Industry zone.

*Clause 4.10.2 - Form of Development*

In considering an application for Development Approval, the decision maker shall have regard to the following:

- "(a) promotion of a high standard of building development, landscaping and working environment;*
- (b) protection of the amenity of adjacent residential and open space areas;*
- (c) management of drainage systems and land uses to promote groundwater conservation; and*
- (d) to ensure safe movement of vehicular and pedestrian traffic in the area."*

The proposed development was subject to assessment against LPP3.3.8, which details specific design and landscape requirements for the site. The proposed development is considered to be acceptable as outlined in the 'Policy' section of this Report.

Should Development Approval be granted, a SMP will be required to be submitted to the City's satisfaction.

The applicant has provided a Transport Impact Statement (TIS) to support the application. Upon review of the TIS, the City is satisfied the traffic volumes produced from the proposed development will not impact on the locality.

*Clause 4.10.3 - Parking*

TPS2 requires the provision for the on-site parking of vehicles for all development on Industrial zoned land in accordance with the provisions of Clause 4.15 and Table No.2.

Use Class	Minimum Requirement	Floor Area/Staff Numbers	Required Car Bays	Provided Car Bays
Industry	1 bay per 50m <sup>2</sup> NLA for factory units and bulky goods showrooms, plus 1 bay per 100m <sup>2</sup> NLA for warehouses or 1 bay per employee, whichever is the greater	226m <sup>2</sup> / 3 staff	3	3

The development requires the provision of three (3) car parking spaces (1 bay per staff member on site), which have been provided as part of the proposal. The Applicant has confirmed the facility will be subject to restricted (controlled) access to employees and fuel trucks only, and will not be accessible to the general public thus, no visitor parking is required.

The development complies with the car parking requirements.



*Clause 4.10.4 - General Development Provisions*

Clause 4.10.4 provides for development provisions on all Industrial zoned land within the City. The provision below is considered in relation to the proposed development.

General Development Provisions	Provided	Officer Comment
The facades of all buildings visible from the primary road or open space area shall be of masonry construction or any other material approved by the Local Government in respect of the ground floor level, provided that if concrete panels are used, such panels must have an exposed aggregate or textured finished. The second floor level or its equivalent may be constructed of any other material in accordance with the Building Code of Australia and to the satisfaction of Local Government.	The proposed shed is to consist of steel cladding, rather than masonry materials.	As the shed will be setback approximately 100m from the primary street, and will be screened by the containers court, the landscaping, and the fencing, the City considers the proposed steel cladding to be acceptable in the circumstances.

*4.10.6 Setbacks and Landscaping for Industrial Zones*

Clause 4.10.6 provides for setbacks and landscaping provisions on all Industrial zoned land within the City. The 'General Industry' provisions below are considered in relation to the proposed development.

Building Setback Requirements	Provided	Officer Comment
<ul style="list-style-type: none"> <li>Primary Street Frontage: 15.0m, plus the street verge</li> </ul>	The fuel containers on site have been setback a distance ranging between 21m to 8m from the primary street boundary.	Whilst not fully complying with the required setback, consideration is given with regard to the irregular lot configuration. The fuel containers will be setback a distance comparative to approved developments on adjoining and surrounding sites. The proposed setback is considered acceptable in this context.
<ul style="list-style-type: none"> <li>Side and rear Setbacks: In accordance with the Building Code of Australia</li> </ul>	The side and rear setbacks proposed are in accordance with the Building Code of Australia.	Compliant

Landscaping Setback Requirements	Provided	Officer Comment
· Primary Street Frontage: 10.0m, plus the street verge	A landscaping strip ranging from 5.0m to 20.0m in width has been provided adjacent to the primary street frontage.	The proposed landscaping strip width is considered acceptable in the circumstances. Refer to the 'Policy' section of this Report for further information in this regard.

**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 proposed Fuel Depot is compatible with the surrounding industrial context of the locality and is a permissible land use. The planning framework in the RIZ is designed to facilitate the establishment of general industrial land uses, subject to a set of development requirements.

Whilst not demonstrating full compliance with the requirements set out in LPP3.3.8 and TPS2, the City considers the proposal to be acceptable in the context of the General Industry zone and the intended operation of the development. The proposed development is considered to be well-integrated with the surrounding industrial estate with regard to the proposed vehicle access/egress and the layout of the development site.

The main outstanding matter with the proposal is the bushfire issues raised by DFES. As per DFES' comments, the Applicant has not provided adequate justification for the classification of Plot 2 as 'Class D Scrub'. Therefore, the proposed development at present has not demonstrated compliance with SPP3.7 and the Guidelines. Furthermore, the City is yet to receive comments from the Hazardous Materials (HazMat) team at DFES. Given the proposal constitutes a 'High-risk Land Use', DFES need to advise the City if the proposed development will comply with SPP3.7 before the Development Application is determined.

The Development Application is therefore recommended for deferral pending the receipt of comments from the HazMat team at DFES, and further information from the Applicant to demonstrate the proposed development can achieve compliance with SPP3.7 and an acceptable level of bushfire risk, in consultation with DFES and to the satisfaction of the City.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council **ADOPTS** the Responsible Authority Report for the application for a Fuel Depot Development at Lot 13 (No.15) Venture Place, East Rockingham, contained as Attachment 1 as the report required to be submitted to the Presiding Member of the Metro Outer Joint Development Assessment Panel pursuant to Regulation 12 of the *Planning and Development (Development Assessment Panels) Regulation 2011*, which recommends:

The Development Application be deferred for the following reasons:

Reason

1. Advice is required from the Department of Fire and Emergency Services' Hazardous Materials Team in relation to the risks and hazardous management associated with the proposed Fuel Depot.

2. Further information and justification is required from the Applicant which demonstrates how the proposed Fuel Depot will achieve compliance with State Planning Policy No.3.7 - *Planning in Bushfire Prone Areas*, and the 'Guidelines for Planning in Bushfire Prone Areas', in consultation with the Department of Fire and Emergency Services.

### Committee Recommendation

That Council **ADOPTS** the Responsible Authority Report for the application for a Fuel Depot Development at Lot 13 (No.15) Venture Place, East Rockingham, contained as Attachment 1 as the report required to be submitted to the Presiding Member of the Metro Outer Joint Development Assessment Panel pursuant to Regulation 12 of the *Planning and Development (Development Assessment Panels) Regulation 2011*, which recommends:

The Development Application be deferred for the following reasons:

#### Reason

1. Advice is required from the Department of Fire and Emergency Services' Hazardous Materials Team in relation to the risks and hazardous management associated with the proposed Fuel Depot.
2. Further information and justification is required from the Applicant which demonstrates how the proposed Fuel Depot will achieve compliance with State Planning Policy No.3.7 - *Planning in Bushfire Prone Areas*, and the 'Guidelines for Planning in Bushfire Prone Areas', in consultation with the Department of Fire and Emergency Services.


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

Asset Services Parks Services		
		
<b>Reference No &amp; Subject:</b>	AS-007/23	<b>Tender T22/23-32 - Period Landscape Maintenance of Various Reserves and Streetscapes in Rockingham West, Western Australia</b>
File No:	T22/23-32	
Applicant:		
Owner:		
Author:	Mr Adam Johnston, Manager Parks Services	
Other Contributors:	Mr Aaron Osinski, Contract Management Supervisor	
Date of Committee Meeting:	15 May 2023	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's Role in this Matter:	Executive	
Site:	Various Public Open Space Sites	
Lot Area:		
LA Zoning:		
MRS Zoning:		
Attachments:	1. T22/23-32 Rockingham West Landscape Maintenance Tender Map Book	
Maps/Diagrams:		

### Purpose of Report

Provide Council with details of the tenders received for Tender T22/23-32 - Period Landscape Maintenance of Various Reserves and Streetscapes in Rockingham West, Western Australia, document the results of the Tender assessment and make recommendations regarding award of the Tender.

### Background

Tender T22/23-32 - Period Landscape Maintenance of Various Reserves and Streetscapes in Rockingham West, Western Australia was advertised in the West Australian on Saturday, 4 March 2023. The Tender closed at 2.00pm, Wednesday, 5 April 2023 and was publicly opened immediately after the closing time.

## Details

The scope of services is for landscape maintenance to approximately 123 hectares of public reserves and streetscapes in Rockingham, Waikiki, Port Kennedy and Secret Harbour as identified in the Rockingham West Landscape Maintenance Tender Map Book (Attachment 1).

The services to be provided under this contract will include:

- manage, treat and maintain turfed areas;
- manage, treat and maintain garden beds;
- manage, treat and maintain streetscapes;
- maintain trees;
- maintain water features; and
- maintain and operate irrigation systems.

The period of the contract shall be 36 months from 1 July 2023 until 30 June 2026.

Three Tender submissions were received. Evaluation of the Tender, in accordance with the advertised Tender assessment criteria, produced the following weighted scores:

Tenderer	Tendered Price (Year 1)	Level of Service	Understanding of Contract Requirements	Tendered Price	Total Weighted Scores	Rank
	\$	45 Pts	25 Pts	30 Pts	100 Pts	
<b>Sanpoint Pty Ltd ATF Fiore Family Trust t/a LD Total</b>	<b>\$2,329,531.10</b>	<b>37.1</b>	<b>22.6</b>	<b>29.7</b>	<b>89.4</b>	<b>1</b>
Environmental Industries Pty Ltd	\$3,261,344.00	41.0	14.6	21.2	76.8	2
LLS Aust Pty Ltd t/a Lochness Landscape Services	\$2,305,010.00	33.2	11.0	30.0	74.2	3

The Contract rates will be subject to a price variation every 12 months from the date of award. Such a price variation will be calculated in accordance with the variation in the Consumer Price Index (CPI) for Perth Western Australia for all groups for the 12 months preceding the last completed CPI quarter as at the date the price variation is due.

## Implications to Consider

- a. **Consultation with the Community**  
Not Applicable
- b. **Consultation with Government Agencies**  
Not Applicable
- c. **Strategic**  
Community Plan

This item addresses the Community's Vision for the future and specifically the following Aspirations and Strategic Objectives 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.*
- 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**

In accordance with the Council Policy - Procurement Framework, Statutory Compliance requirements, procurement processes and procedures must comply with s3.57 of the *Local Government Act 1995* and Regulations 11-24AJ of the *Local Government (Functions and General) Regulations 1996*.

**e. Financial**

Expenditure will be in accordance with the Parks Services operational maintenance budget for the period of the contract.

The tendered lump sum price in the recommended submission is \$2,329,531.10 per annum (ex GST) covering an area of 1,226,069 m<sup>2</sup>. This represents an average rate of \$1.90 per m<sup>2</sup> of area maintained. In addition to the lump sum expenditure additional expenses for items such as irrigation parts, green stock and mulch will be required. These items will be costed using the schedule of rates submitted with an estimated expenditure of \$115,000 per annum.

Annual expenditure on the current contract C18/19-09 for similar services and covering the majority of areas within this Tender average \$1.13 per m<sup>2</sup> of area maintained. The pricing for this contract was initially established in September 2018. Although an increase, the tendered rates are consistent with current market pricing expectations.

**f. Legal and Statutory**

In accordance with section 3.57 of the *Local Government Act 1995* and *Local Government (Functions and General) Regulations 1996*, Part 4, Division 2, regulation 11(1).

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

**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 City of Rockingham (City) currently contracts the full service landscape maintenance of 217 hectares of passive reserves and 81 hectares of streetscapes across the City. The total contracted area represents approximately 28 percent of all the City's developed passive reserves and landscaped streetscapes. This contract represents approximately nine (9) percent of the total contracted areas.

There is a need to outsource these works as there is insufficient accommodation facilities to provide for the necessary personnel, plant and materials to undertake these works internally.

The panel considers that the three submissions for this Tender were well presented and addressed the assessment criteria adequately. All submissions were able to demonstrate 'Very Good' assessments across the Level of Service qualitative criteria for Organisational Experience, Financial Capability, Organisational Management and Key Personnel.

LD Total is the current contractor maintaining the majority of the tendered areas. They were able to demonstrate the best 'Understanding of Tender Requirements' and this was reflected through the panel's highest average assessment score for this qualitative criteria.

Following consideration of the submissions in accordance with the Tender assessment criteria, all companies demonstrated a capacity to undertake the works, however, the submission received from Sanpoint Pty Ltd ATF Fiore Family Trust t/a LD Total is considered the best value to the City and therefore recommended as the preferred Tenderer.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council **ACCEPTS** the Tender submitted from Sanpoint Pty Ltd ATF Fiore Family Trust t/a LD Total, 172 Burswood Road, Burswood, WA 6100 for Tender T22/23-32 - Period Landscape Maintenance of Various Reserves and Streetscapes in Rockingham West, Western Australia in accordance with the Tender documentation being from 1 July 2023 to 30 June 2026 for the first year lump sum value of \$2,329,531.10 (ex GST).

### Committee Recommendation

That Council **ACCEPTS** the Tender submitted from Sanpoint Pty Ltd ATF Fiore Family Trust t/a LD Total, 172 Burswood Road, Burswood, WA 6100 for Tender T22/23-32 - Period Landscape Maintenance of Various Reserves and Streetscapes in Rockingham West, Western Australia in accordance with the Tender documentation being from 1 July 2023 to 30 June 2026 for the first year lump sum value of \$2,329,531.10 (ex GST).

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

## Asset Services Operations and Fleet Services



<b>Reference No &amp; Subject:</b>	<b>AS-008/23</b>	<b>Tender T22/23-23 - Period Provision of Cleaning Services</b>
File No:	T22/23-23	
Applicant:		
Owner:		
Author:	Mr Tony Bailey, Manager Operations and Fleet Services	
Other Contributors:	Ms Vivian Gasser, Contracts Officer	
Date of Committee Meeting:	15 May 2023	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's Role in this Matter:	Executive	
Site:	Various Facilities	
Lot Area:		
LA Zoning:		
MRS Zoning:		
Attachments:		
Maps/Diagrams:		

### Purpose of Report

Provide Council with details of the Tenders received for Tender T22/23-23 - Period Provision of Cleaning Services, document the results of the Tender assessment and make recommendations regarding award of the Tender.

### Background

Tender T22/23-23 - Period Provision of Cleaning Services was advertised in the West Australian on Saturday, 4 March 2023. The Tender closed at 2.00pm, Wednesday, 29 March 2023 and was publicly opened immediately after the closing time.

### Details

The City of Rockingham (City) requires the services of a professional, experienced cleaning organisation to maintain the hygiene and presentation of some 90 City facilities. These include public toilets, civic and community centres, sporting facilities, aquatic facilities, libraries and business centres.



The type of works to be undertaken under the Contract will include:

- General cleaning;
- Periodical cleaning including monthly, biannual and annual cleaning; and
- Window cleaning.

The period of the contract shall be from the date of award until 30 June 2026.

Evaluation of the Tender, in accordance with the advertised Tender assessment criteria, produced the following weighted scores:

Tenderer	Level of service	Understanding Tender Requirements	Price Considerations	Total Score	Rank
	35 Pts	35 Pts	30 Pts	100 Pts	
<b>Serco Facilities Management Pty Ltd</b>	32.2	32.2	30.0	94.4	1
DMC Corporation Pty Ltd	28.3	27.8	23.0	79.1	2
Sharman Property Services (WA) Pty Ltd (SPS Facilities)	19.8	25.3	22.0	67.1	3
Office Cleaning Experts Pty Ltd (OCE Corporate) (Alternate tender)	27.6	21.3	17.5	66.4	4
Office Cleaning Experts Pty Ltd (OCE Corporate)	27.6	21.3	16.7	65.6	5

The Contract rates will be subject to a price variation every twelve (12) months from the date of award. Such a price variation will be calculated in accordance with the variation in the Consumer Price Index (CPI) for Perth, Western Australia for all groups for the 12 months preceding the last completed CPI quarter as at the date the price variation is due.

### Implications to Consider

**a. Consultation with the Community**

Not Applicable

**b. Consultation with Government Agencies**

Not Applicable

**c. Strategic**

Community Plan

This item addresses the Community's Vision for the future and specifically the following Aspirations and Strategic Objectives 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.*

- Aspiration 3:** *Plan for Future Generations*
- Strategic Objective:** *Sustainable waste solutions - Incorporate new opportunities that support responsible and sustainable disposal of waste.*
- 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**

In accordance with the Council Policy - Procurement Framework, Statutory Compliance requirements, procurement processes and procedures must comply with s3.57 of the *Local Government Act 1995* and Regulations 11-24AJ of the *Local Government (Functions and General) Regulations 1996*.

**e. Financial**

Operational expenditure will be in accordance with the operational maintenance budgets as allocated in the respective annual budgets over the contract period. It is estimated that the services will cost approximately \$5 million for the term of the contract.

The scope has changed since the services were last tendered making direct cost comparisons difficult, however, the prices submitted by the preferred Tenderer represent good value for the City given recent economic conditions.

**f. Legal and Statutory**

In accordance with section 3.57 of the *Local Government Act 1995* and *Local Government (Functions and General) Regulations 1996*, Part 4, Division 2, regulation 11(1).

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

**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 mandatory two day facility tour was conducted to ensure all Tenderers were aware of the City facilities and cleaning requirements.

Office Cleaning Experts Pty Ltd submitted an alternate Tender whereby a 1.75% discount would be provided on schedule of rates items for payment of invoices within a 14 day period. In addition, they requested to forego an operational electronic attendance system, for which they provided a fixed sum saving per annum over the life of the contract. This alternate Tender was assessed.

Serco Facilities Management Pty Ltd (Serco) proposed amendments to insurance requirements including policy naming and application to subcontractors, which were assessed and deemed to be satisfactory to the City. However, a proposed amendment to a pricing increase clause was not accepted and as a result, this request was withdrawn by Serco. The submission from Serco demonstrated a strong understanding of quality, safety and supervision required by the City. The methodology to deliver these services was very clear with strong quality systems in place reflected in the assessment scoring. Serco is the incumbent supplier of cleaning services to the City and has a proven record in providing a good level of service, including maintaining service provision during the unprecedented years of pandemic pressures.

Following consideration of the submissions and in accordance with the Tender criteria, all companies demonstrated capacity to complete the works, however, the submission received from Serco was considered to represent the best value to the City and is therefore recommended as the preferred Tenderer.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council **ACCEPTS** the Tender submitted from Serco Facilities Management Pty Ltd, PO Box 475, Belmont WA 6104 for Tender T22/23-23 - Period Provision of Cleaning Services in accordance with the Tender documentation being from the date of award for a period from 1 July 2023 to 30 June 2026.

### Committee Recommendation

That Council **ACCEPTS** the Tender submitted from Serco Facilities Management Pty Ltd, PO Box 475, Belmont WA 6104 for Tender T22/23-23 - Period Provision of Cleaning Services in accordance with the Tender documentation being from the date of award for a period from 1 July 2023 to 30 June 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 and Community Development Committee

### Corporate Services Director and Support



<b>Reference No &amp; Subject:</b>	<b>CS-009/23</b> <b>City Business Plan 2023/2024 to 2032/2033 (April 2023) (<i>Absolute Majority</i>)</b>
<b>File No:</b>	CPM/7-02
<b>Proponent/s:</b>	
<b>Author:</b>	Mr John Pearson, Director Corporate Services
<b>Other Contributors:</b>	
<b>Date of Committee Meeting:</b>	16 May 2023
<b>Previously before Council:</b>	13 December 2022 (CS-018/22)
<b>Disclosure of Interest:</b>	
<b>Nature of Council's Role in this Matter:</b>	Executive
<b>Site:</b>	
<b>Lot Area:</b>	
<b>Attachments:</b>	1. City Business Plan 2023/2024 to 2032/2033 (April 2023)
<b>Maps/Diagrams:</b>	

## Purpose of Report

The purpose of the report is to adopt the City of Rockingham (City) Business Plan 2023/2024 to 2032/2033.

## Background

The City's Business Plan provides a 10-year financial overview of its operations. Pursuant to the Council Policy – Strategic Development Framework, the City's Business Plan must be reviewed and adopted by Council in December and May each financial year. The last version of the City Business Plan was adopted at the December 2022 Council meeting.

## Details

The April 2023 version of the City Business Plan meets the City's statutory requirements of the *Local Government Act 1995*.

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

It also provides an overview of the main community infrastructure projects. This is particularly relevant in local governments with rapidly growing populations such as the City of Rockingham. The table below provides information on the City's community infrastructure construction program.

Community Infrastructure Plan (CIP) Projects	Construction Start Year	Total Project Cost
Aqua Jetty Stage 2	2023/2024	\$29,300,310
Stan Twight Reserve Clubroom Extension	2023/2024	\$4,520,000
Baldivis Outdoor Recreation Space	2023/2024	\$2,245,000
Baldivis District Sporting Complex (outdoor courts and junior pavilion)	2023/2024	\$4,255,000
Anniversary Park Master Plan	2024/2025	\$3,022,000
Rockingham Foreshore Activity Node	2026/2027	\$2,752,000
East Baldivis Recreation Reserve	2027/2028	\$6,413,000
Baldivis South Outdoor Courts	2028/2029	\$1,262,000
Secret Harbour Community Library	2028/2029	\$1,294,000
Rockingham Aquatic Centre Redevelopment	2028/2029	\$14,784,000
Waikiki/Warnbro Outdoor Recreation Space	2030/2031	\$1,185,000
Lark Hill Sportsplex Northern Expansion	2031/2032	\$17,328,000
Arpenteur Park Master Plan	2032/2033	\$3,427,000

Other Civic/Civil Development	Construction Start Year	Total Project Cost
Shoalwater/Safety Bay Foreshore Carlisle to Bent	2024/2025	\$11,000,000
Lotteries House/Administration refit	2024/2025	\$3,000,000
Autumn Centre Expansion	2025/2026	\$3,300,000
New Southern Depot	2027/2028	\$25,000,000

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

**Key Assumptions:**

- All revenues and expenses from the Millar Road Landfill Facility have been quarantined and clearly indicated where included. Implications associated with alternate waste treatments beyond landfilling have been included where these are known.
- The figures included within the plan are based upon present conditions, as well as projections based on current knowledge. Based on commentary from the Reserve Bank of Australia, the Consumer Price Index (CPI) nationally is expected land around 4.75% in 2023 and around 3% by 2025.
- In line with Council resolution and expectation, the rate increase for the first year of the plan is 3.9%, years two and three are 4.9%, years four, five and six are 3.8%, years six and the remaining years are 3.5%. The plan allows for money at 0.25% of rates for four years from year two to year five to be allocated directly to coastal hazard risk management and adaptation planning (CHRMAP). These funds will be transferred directly into cash reserves each and every year. This is net of natural rate growth, which is expected to be approximately 1%. Depending on future economic conditions, this will likely change.
- The City is a minimum Financial Assistance Grant (FAGs) local government and receives FAGs in line with population growth. This is anticipated to grow in line with population and can be reasonably anticipated.
- Grants for major capital programs will be available on some occasions. With the exception of road grants, capital grants have been included where known and approved. Capital road grants have been averaged or included as expected for the duration of the plan. The City has been notified of approved capital grants for Stan Twight Clubroom Extension (\$1m) and Baldivis Outdoor Recreation Space (\$1m) since last plan was adopted.

- Recurring operational grants have been calculated to increase by 2% per annum.
- Contributions and reimbursements have been calculated to increase at 2% per annum.
- The City's fees and charges for 2023/2024 have been endorsed by Council. The annual yield of fees and charges for the duration of the plan is expected to increase by at least 2% per annum.
- Increases in the sanitation charges will be in line with expense requirements and are submitted to Council via the fees and charges.
- Interest on investments of the City's "unrestricted funds" are expected to increase marginally. While interest on investments may increase, cash on hand must be available to receive the interest. There will be variations to the interest earnings on each of the City's cash reserve accounts due to the fluctuations in the amounts transferred into and out of the respective reserve accounts. All interest related to cash reserves is earmarked to be deposited into the related reserve.
- State planning policies allow for local governments to collect revenue from "new" residential land parcels and selected residential dwellings created within the City boundaries. The City has implemented a Developer Contribution Scheme and is collecting revenue for newly created residential land/dwellings within the City boundaries. The City now has ten years of history related to contributions and the accuracy of population forecasts. Given the uncertainty associated with predicting the land development activity in recent years, careful attention needs to be kept on revenues received. Receipt values have been amended down in the short term to reflect decreased land activity but by the end of the Scheme, land development remains similar to prior year predictions.
- For all other income, allowances have been made for these to increase by approximately 2% per annum with the exception of Landfill revenue, which is likely to decline. This is related to the commencement of waste to energy facilities in proximity to the Millar Road Landfill Facility and the requirements being imposed on local government related to the State Waste Strategy.
- Employee costs are expected to increase in line with industry expectations in the forthcoming years. This will need to be reviewed annually with staff number increases related to population growth. A 1.5% increase in the employee cost is directly related to population growth. Year 2024 see increases in staff numbers due to the operating of the Baldivis Indoor Recreation Centre and the expansion of Aqua Jetty.
- Materials and contractors is an area where there can be large cost fluctuations depending upon what is planned. A base figure used from a modified prior average of the last five years, with 2% annual increases. It is traditionally very difficult to predict.
- Utilities have been calculated to increase at 3% per annum for 2 years and 2% thereafter. Historically this has been difficult to estimate, particularly related to electricity costs. Unit rates for power have been known to increase in past years by much more than inflation.
- Insurances have been calculated to increase by 5% for the first year and 2% thereafter. It is known that the current insurance market is difficult and given recent natural disasters, costs are likely to increase. There is potential for insurance costs to increase substantially above 2%. This situation is being monitored and may require future changes in assumptions.
- Transfers to and from reserves are to occur as per the separate Reserves Summary which is included in section 4 of this document. Cash reserves are a mixture of cash held by statutory requirement and by decision of Council. The ratio of this mixture will adjust year-in, year-out according to prevailing conditions.
- The details of loans projected to be repaid each year are shown on the Loans Summary, which is included in section 4 of this document. Proposed borrowings are directly related to projects. The City has implemented a modified Gross Debt to Operating Revenue Ratio to measure suitable debt to be held on the balance sheet. This ratio for any given year should not exceed 45%. A Debt Servicing Ratio is also used which is not to exceed 8%.
- All opening balances are determined to be zero with the exception of 2028/2029. This will be reviewed in future plans and on an annual basis.

## Implications to Consider

**a. Consultation with the Community**

Nil

**b. Consultation with Government Agencies**

Nil

**c. Strategic**

Community Plan

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

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

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

**d. Policy**

This plan has been prepared in accordance with Council Policy – Strategic Framework and was discussed at a Councillor Engagement Session in April 2023.

**e. Financial**

Nil

**f. Legal and Statutory**

This version of the City Business Plan complies with Regulation 19DA of the *Local Government (Administration) Regulations 1996*.

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

**g. Risk**

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

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

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

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

Nil

## Comments

This plan, similar to prior years, requires significant resources to be delivered to new community infrastructure in the coming decade, and keeps rate increases to a minimum. The COVID-19 pandemic has significantly impacted on traditional revenues for the City, particularly rates income and fees and charges. It is unclear what grants will be available beyond traditional road grants however the City will apply for all appropriate grants to assist keeping rate increases to a minimum.

Given the population growth of the City, the construction of new facilities to service the community needs to be matched with the replacement of existing assets and buildings. A balance between these goal areas is always difficult and catering for specific needs can vary between years. The full cost of any new item needs to be fully investigated and taken into account, with those costs projected across the years. There are also difficulties currently being encountered in attracting contractors and staff to perform work given the economic conditions in Western Australia.

Millar Road Landfill revenue needs to be closely monitored. Alternate waste treatments do not attract state landfill levy and revenue is going to decrease significantly. Actions are occurring to attempt to ensure the Landfill assists in providing a revenue stream to the City, although this is likely to be at much lower rates than prior years. Ultimately the City needs to prepare itself for a

time when extraordinary revenue from this facility does not exist. If this happens sooner rather than later, rate increases or alternate revenues would need to be found to cover the loss in income or reduce the program of construction of infrastructure delivery.

The City is starting to face greater financial challenges. When revenue fails to match expectations, the City is relying on debt for planning. This Business Plan utilises significant debt to build planned infrastructure. Importantly, rates are increased to support debt servicing and are above expected national CPI rates. If rates or alternate revenues do not meet expectations and the City continues to have growth in costs beyond state growth averages, problems will arise. It is very important the City has revenue to support its growth. The City is highly reliant on residential rate revenue and lacks diversity of rateable land uses when compared against similar local governments. Noticeably, the City currently lacks a significant rateable industrial precinct. This information is noted in a planning context and the City still actively pursues employment related land in its boundary.

Given the above, the City has limited capacity to finance new facilities without increasing rates above those predicted or finding alternate revenue sources. This may include debt but this needs to be linked to ongoing debt repayment implications. It should be noted that this is a plan. It will change, as assumptions are not always accurate.

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

### Voting Requirements

Absolute Majority

### Officer Recommendation

That Council **ADOPTS** the City of Rockingham Business Plan 2023/2024 to 2032/2033 (April 2023), as detailed in Attachment 1.

### Committee Recommendation

That Council **ADOPTS** the City of Rockingham Business Plan 2023/2024 to 2032/2033 (April 2023), as detailed in Attachment 1.

Committee Voting (Carried) – 4/2

Crs Cottam and Buchanan voted against

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

Not Applicable

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

Not Applicable



## Corporate Services Financial Services



<b>Reference No &amp; Subject:</b>	<b>CS-010/23</b>	<b>Rating Methodology - 2023/2024 Financial Year</b>
File No:	RTV/11	
Proponent/s:		
Author:	Mr John Pearson, Director Corporate Services	
Other Contributors:		
Date of Committee Meeting:	16 May 2023	
Previously before Council:		
Disclosure of Interest:	Executive	
Nature of Council's Role in this Matter:		
Site:		
Lot Area:		
Attachments:	1. Rates Modelling Summary 2. Rates Modelling Summary (Vacant Land Differential Rates)	
Maps/Diagrams:		

### Purpose of Report

This report is to approve proposed rates in the dollar for the 2023/2024 financial year to allow for advertising calling for submissions on the proposed differential rates.

### Background

The City of Rockingham (City) Business Plan on the agenda for this meeting indicates the level of rates needed to service current and future City requirements. This plan provides detailed financial information for the City, which gives clarity to rate changes needed. The City Business Plan indicates the need to generate \$104.91 million in rates in the 2023/2024 financial year.

Council has sought advice on the implementation of a differential rate for vacant land to promote the development of this land within the City.

The new yield from all rates for the 2023/2024 year is projected to be approximately \$104.38 million. This does not include interim rates, which are anticipated to make up any shortfall when compared against the Business Plan requirements. All money from rates is used across a wide array of services.

## Details

### **Scenario 1**

The proposed rating methodology (assuming no differential is applied for vacant land [that is a differential rate for Non-Residential land only]) is to apply differential rates for the 2023/2024 financial year in accordance with Section 6.36 of the *Local Government Act 1995* as follows:

#### **Gross Rental Valuation (GRV) Properties**

Properties rated on a GRV basis make up approximately 99.5% of the total rates levied and have been classified into the following rate categories:

##### **GRV – Residential**

A differential general rate of 7.95 cents in the dollar applies to Residential land.

“Residential land” means any land used or designed, or adapted for use for the purpose of a dwelling and includes vacant land within the Residential, Development, Rural, Special Rural, Special Residential, Commercial, District Town Centre, Primary Centre Waterfront Village, Primary Centre Urban Village, Primary Centre City Centre, Primary Centre City Living, Primary Centre Campus and Primary Centre Urban Living zones under the City of Rockingham Town Planning Scheme No. 2.

Dwelling has the meaning given to it in the City of Rockingham Town Planning Scheme No. 2.

The rate applied to GRV Residential is the differential general rate used as the basis on which the other GRV rate categories are calculated. The proposed GRV Residential rate is a decrease of 11.3% compared to the 2022/2023 rate in the dollar.

##### **GRV – Non-Residential**

A differential rate of 9.052 cents in the dollar applies to Non-Residential land.

“Non-Residential land” means all land other than Residential land.

The City has implemented a 13.86% differential rate on Non-Residential properties to assist in the cost of infrastructure specifically designed to support the non-residential sector.

##### **GRV – Minimum Rate**

It is proposed that the minimum rate on all GRV properties be increased from \$1,266 to \$1,322 for the 2023/2024 year. This is an increase of 4.4% on last year’s minimum rates.

#### **Unimproved Valuation (UV) Properties**

A general rate of 0.1092 cents in the dollar applies to all UV land. UV land generates approximately 0.4% of rate yield. The proposed UV-Improved rate in the dollar is the same as the 2022/2023 rate in the dollar.

##### **UV – Minimum Rate**

It is proposed that the minimum rate for all UV properties will remain at \$655 for the 2023/2024 financial year.

### **Scenario 2**

The proposed rating methodology (assuming a differential is applied for Non-Residential Vacant land [that is a differential rate for Non-Residential and Non-Residential Vacant land only]) is to apply differential rates for the 2023/2024 financial year in accordance with Section 6.36 of the *Local Government Act 1995* as follows:

#### **Gross Rental Valuation (GRV) Properties**

Properties rated on a GRV basis make up approximately 99.5% of the total rates levied and have been classified into the following rate categories:

### **GRV – Residential**

A differential general rate of 7.95 cents in the dollar applies to Residential land.

“Residential land” means any land used or designed, or adapted for use for the purpose of a dwelling and includes vacant land within the Residential, Development, Rural, Special Rural, Special Residential, Commercial, District Town Centre, Primary Centre Waterfront Village, Primary Centre Urban Village, Primary Centre City Centre, Primary Centre City Living, Primary Centre Campus and Primary Centre Urban Living zones under the City of Rockingham Town Planning Scheme No. 2.

Dwelling has the meaning given to it in the City of Rockingham Town Planning Scheme No. 2.

“Vacant” mean not occupied by Dwellings; empty.

The rate applied to GRV-Residential is the differential general rate used as the basis on which the other GRV rate categories are calculated. The proposed GRV-Residential rate is a decrease of 11.3% over the 2022/2023 rate in the dollar.

### **GRV – Non-Residential**

A differential rate of 9.052 cents in the dollar applies to Non-Residential land.

“Non-Residential land” means all land other than Residential land, and Non-Residential Vacant land.

The City has implemented a 13.86% differential rate on Non-Residential properties to assist in the cost of infrastructure specifically designed to support the non-residential sector.

### **GRV – Non-Residential Vacant**

A differential rate of 9.9572 cents in the dollar applies to Non-Residential Vacant land.

“Non-Residential Vacant land” means Non-Residential land which is vacant.

The City has implemented a 25.2% differential rate on Non-Residential Vacant properties to promote the development of Non-Residential Vacant land with the City of Rockingham. Non-Residential Vacant land has a higher differential rate, which promotes landowners to develop the land.

### **GRV – Residential and Non-Residential Minimum Rate**

It is proposed that the minimum rate on GRV Residential and Non-Residential properties be increased from \$1266 to \$1,322 for the 2023/2024 year. This is an increase of 4.4% on last year’s minimum rates.

### **GRV – Non-Residential Vacant Minimum Rate**

It is proposed that the minimum rate on GRV Residential and Non-Residential properties be increased from \$1266 to \$1,454 for the 2023/2024 year. This is an increase of 14.85% on last year’s minimum rates.

### **Unimproved Valuation (UV) Properties**

A general rate of 0.1092 cents in the dollar applies to all UV land. UV land generates approximately 0.4% of rate yield. The proposed UV-Improved rate in the dollar is the same as 2022/2023 rate in the dollar.

It is proposed that the minimum rate for all UV properties will be increased from remain at \$655 for the 2023/2024 financial year

## **Implications to Consider**

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

Nil at this stage. Should Council adopt the officer recommendation, submissions will be invited as detailed in the Legal and Statutory section of this report.

### **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**

The approval of the proposed rates for 2023/2024 is anticipated to yield approximately \$104.3 million. This is in line with what was required to be yielded from City Business Plan calculations.

UV properties are revalued annually; whereas, GRV properties are revalued every three years. This is a statutory revaluation process, independently occurring from the City and must be implemented. This is both a GRV and UV revaluation year. GRV residential property valuations on average have increased by 20.6% where as GRV Non-Residential property valuation have increased by 3.1%. UV property valuations have on average increased by 6.9%. The number of UV properties has reduced from 286 to 282. GRV property numbers have increased from 57,085 to 58,026. The proposed model proposes to increase the total rate yield by 3.9%.

Given the change in GRV valuations, it is proposed to increase the Non-Residential GRV differential from 9.5% to 13.86%. Even with this, given the change in valuations, many Non-Residential ratepayers are likely to receive a rate decrease.

UV properties account for a very small proportion of properties – 282. The UV valuations increased by 6.9% even with a decreased number of properties. It is proposed to leave the rate in the dollar and minimum rates unchanged from prior year. This is anticipated to yield 5.8% more in rates from UV properties compared to prior year.

**f. Legal and Statutory**

Adoption of rates occurs as part of the budget adoption which is proposed to occur in June 2023. This report proposes to approve the rate levels at this time for the purpose of public advertising.

It is a requirement under section 6.36 of the *Local Government Act 1995* (Act) that where a Council elects to use differential rates, then it shall advertise its intention to do so, and call for submissions for a period of at least 21 days before any further action occurs.

Further, the local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification. This will occur during the budget adoption process.

In accordance with section 6.35 of the Act a local government may impose a minimum payment greater than the general rate which would otherwise be payable. A local government is to ensure the minimum payment is not imposed on more than 50% of properties in a category.

Section 6.33(1)(c) of the Act allows a local government to impose differential rates on vacant land.

**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 City's strategic framework provides the process for ensuring as much information as possible is included in the City Business Plan and this drives the budgeting process to assist in meeting strategic outcomes. The plan indicates the need to spend significant resources on asset preservation and creation of new infrastructure to support growing populations. There are expectations by the community that the Council will act in a wide variety of fields; in the majority of cases, this is approved in community plan strategies which identify the costs involved.

Two models have been provided. The first has a differential on Non-Residential land only. The second has a differential rate on Non-Residential land and Non-Residential Vacant land.

### Vacant Land Differential

Councillors sought advice on the implementation of a differential rate on vacant land. The purpose of implementing a differential rate on vacant land is to promote development. This is done by using section 6.33(1)(c) of the Act to charge a greater rate in the dollar against vacant land as compared to developed land.

There are statutory confines as to how differential rates may be applied and, given the characteristics of properties and the rating structure used in the City, it is not possible to implement a higher differential for residential vacant land. It may however be achieved for GRV Non-Residential Vacant land. A differential rate on vacant (empty) buildings is not possible.

To this end, a model has been prepared which places a 25.2% differential rate on Non-Residential Vacant properties. This is a 10% higher differential rate than that applied to GRV Non-Residential properties. Non-Residential Vacant properties number 113 of the total 58,026 rateable properties. The yield difference for applying this differential is \$91,555. This averages out at \$810 per property.

It is believed that the intent of section 6.33(1)(c) is to allow local governments to charge a lower rate for vacant land given the services likely used by a vacant property are less than that of one which is occupied. It is not the intent that this section be applied on the basis of charging a high differential in order to "penalise" landowners for not developing the property. It is noted that some local governments do this though and it is not unlawful.

Given the current skills shortage and supply market, implementing a differential rate for Non-Residential Vacant land for the purposes of promoting development may be questionable. It is recommended that Council consider the issues with this given the small yield and whether an imposition of approximately \$810 per property is going to change the land owner's view. Officers are of the view that this section of the Act should not be used for the purposes of charging higher rates when service delivery is likely to be less against those properties.

Adoption of the rates model with no vacant land differential is recommended, for the purposes of advertising. This model proposes to yield \$104.3 million, reflective of business planning requirements. Should Council adopt the officer recommendation, this will be advertised providing notification of differential rates pursuant to section 6.36 of the Act.

Should Council choose to implement a differential rate on Non-Residential Vacant properties, the following resolution is recommended (note this is not the supported officer recommendation):

That Council **APPROVES** the following rates in the dollar and minimum rates for the 2023/2024 financial year and advertises calling for submissions on the proposed differential rates:

### **Gross Rental Valuation (GRV) Properties**

#### **GRV – Residential**

A differential general rate of **7.95 cents** in the dollar applies to Residential land.

"Residential land" means any land used, or designed, or adapted for use, for the purpose of a dwelling and includes vacant land within the Residential, Development, Rural, Special Rural, Special Residential, Commercial, District Town Centre, Primary Centre Waterfront Village, Primary Centre Urban Village, Primary Centre City Centre, Primary Centre City Living, Primary Centre Campus and Primary Centre Urban Living zones under the City of Rockingham Town Planning Scheme No. 2.

Dwelling has the meaning given to it in the City of Rockingham Town Planning Scheme No. 2.

"Vacant" mean not occupied by Dwellings; empty.

**GRV – Non-Residential**

A differential rate of **9.052 cents** in the dollar applies to Non-Residential land.

Non-Residential land means all land other than Residential land.

**GRV – Non-Residential Vacant**

A differential rate of 9.9572 cents in the dollar applies to Non-Residential Vacant land.

“Non-Residential Vacant land” means Non-Residential land which is vacant.

**GRV – Residential and Non-Residential Minimum Rate**

The minimum rate on all GRV Residential and Non-Residential properties is **\$1,322**.

**GRV – Non-Residential Vacant Minimum Rate**

The minimum rate on all GRV Non-Residential vacant properties is **\$1,454**.

**Unimproved Valuation (UV) Properties**

A general rate of **0.1092 cents** in the dollar applies to UV land.

**UV – Minimum Rate**

The minimum rate for all UV properties is **\$655**.

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council **APPROVES** the following rates in the dollar and minimum rates for the 2023/2024 financial year and advertises calling for submissions on the proposed differential rates:

**Gross Rental Valuation (GRV) Properties**

**GRV – Residential**

A differential general rate of **7.95 cents** in the dollar applies to Residential land.

“Residential land” means any land used, or designed, or adapted for use, for the purpose of a dwelling and includes vacant land within the Residential, Development, Rural, Special Rural, Special Residential, Commercial, District Town Centre, Primary Centre Waterfront Village, Primary Centre Urban Village, Primary Centre City Centre, Primary Centre City Living, Primary Centre Campus and Primary Centre Urban Living zones under the City of Rockingham Town Planning Scheme No. 2.

Dwelling has the meaning given to it in the City of Rockingham Town Planning Scheme No. 2.

**GRV – Non-Residential**

A differential rate of **9.052 cents** in the dollar applies to Non-Residential land.

Non-Residential land means all land other than Residential land.

**GRV – Minimum Rate**

The minimum rate on all GRV properties is **\$1,322**.

**Unimproved Valuation (UV) Properties**

A general rate of **0.1092 cents** in the dollar applies to UV land.

**UV – Minimum Rate**

The minimum rate for all UV properties is **\$655**.

### Committee Recommendation

That Council **APPROVES** the following rates in the dollar and minimum rates for the 2023/2024 financial year and advertises calling for submissions on the proposed differential rates:

#### **Gross Rental Valuation (GRV) Properties**

##### **GRV – Residential**

A differential general rate of **7.95 cents** in the dollar applies to Residential land.

“Residential land” means any land used, or designed, or adapted for use, for the purpose of a dwelling and includes vacant land within the Residential, Development, Rural, Special Rural, Special Residential, Commercial, District Town Centre, Primary Centre Waterfront Village, Primary Centre Urban Village, Primary Centre City Centre, Primary Centre City Living, Primary Centre Campus and Primary Centre Urban Living zones under the City of Rockingham Town Planning Scheme No. 2.

Dwelling has the meaning given to it in the City of Rockingham Town Planning Scheme No. 2.

##### **GRV – Non-Residential**

A differential rate of **9.052 cents** in the dollar applies to Non-Residential land.

Non-Residential land means all land other than Residential land.

##### **GRV – Minimum Rate**

The minimum rate on all GRV properties is **\$1,322**.

#### **Unimproved Valuation (UV) Properties**

A general rate of **0.1092 cents** in the dollar applies to UV land.

##### **UV – Minimum Rate**

The minimum rate for all UV properties is **\$655**.

### Amendment to the Substantive Motion

That Committee **APPROVES** the following amendment

A differential general rate of **7.95 cents** in the dollar applies to Residential land.

“Residential land” means any land used or designed, or adapted for use for the purpose of a dwelling and includes vacant land within the Residential, Development, Rural, Special Rural, Special Residential, Commercial, District Town Centre, Primary Centre Waterfront Village, Primary Centre Urban Village, Primary Centre City Centre, Primary Centre City Living, Primary Centre Campus and Primary Centre Urban Living zones under the City of Rockingham Town Planning Scheme No. 2.

Dwelling has the meaning given to it in the City of Rockingham Town Planning Scheme No. 2.

**“Vacant” means not occupied by Dwellings; empty.**

##### **GRV – Non-Residential**

A differential rate of **9.052 cents** in the dollar applies to Non-Residential land.

“Non-Residential land” means all land other than Residential land, **and Non-Residential Vacant land.**

##### **GRV – Non-Residential Vacant**

A differential rate of **9.9572 cents** in the dollar applies to Non-Residential Vacant land.

**“Non-Residential Vacant land” means Non-Residential land which is vacant.**

##### **GRV – Residential and Non-Residential Minimum Rate**

The minimum rate on **Residential and Non- Residential** properties is **\$1,322**

##### **GRV – Non-Residential Vacant Minimum Rate**

The minimum rate on Non-Residential Vacant properties is **\$1,454**

**Unimproved Valuation (UV) Properties**

A general rate of **0.1092 cents** in the dollar applies to UV land.

**UV – Minimum Rate**

The minimum rate for all UV properties is **\$655**.

Committee Voting (Amendment Lost) – 1/5

Crs Hume, Davies, Cottam, Buchanan and Liley voted against

**Committee Recommendation**

Note: The substantive motion to approve the Officer Recommendation was put and carried.

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



<b>Reference No &amp; Subject:</b>	<b>CS-011/23</b>	<b>May 2023 Budget Review</b>	<b>(Absolute Majority)</b>
<b>File No:</b>	FLM/17-05		
<b>Proponent/s:</b>			
<b>Author:</b>	Mr Alvin Santiago, Manager Financial Services		
<b>Other Contributors:</b>	Ms Gemma Hodges, Acting Financial Controller		
<b>Date of Committee Meeting:</b>	16 May 2023		
<b>Previously before Council:</b>			
<b>Disclosure of Interest:</b>			
<b>Nature of Council's Role in this Matter:</b>	Executive		
<b>Site:</b>			
<b>Lot Area:</b>			
<b>Attachments:</b>	1. May 2023 Budget Review		
<b>Maps/Diagrams:</b>			

### Purpose of Report

To adopt the May 2023 Budget Review.

### Background

The City of Rockingham (City) undertakes three Budget Reviews during the year to monitor its financial performance against the annual budget and to review projections to the end of the financial year. Any variations to the annual budget arising from the review process are presented for Council's consideration and adoption.

### Details

The May 2023 Budget Review includes details of transactions from July 2022 to April 2023 and adjustments required to the annual budget. The document includes the following information:

1. Summary of Budget Position
2. Summary of Amendments over \$250,000
3. Summary of Projects Carried Forward
4. Summary Statement of Operating and Non-Operating Revenue and Expenditure by Department.

### 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**

The overall effect of the various budget amendments and carry forwards is an anticipated surplus of \$43.49M. This amount is inclusive of \$33.68M committed to existing projects. This leaves an estimated untied surplus of \$9.81M arising from the various matters explained in this report. The final surplus/deficit is dependent on the number of incomplete works at the end of the financial year and can only be ascertained during the preparation and audit of the Annual Financial Statements.

**f. Legal and Statutory**

Section 6.8(1)(b) of the *Local Government Act 1995* requires a local government not to incur expenditure from municipal funds until it has been approved in advance by an absolute majority by Council.

**g. Risk**

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

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**

**Budget Amendments**

In addition to forecasting the estimated budget position at 30 June 2023, the May 2023 Budget Review also aims to identify savings from projects that have been completed under budget and re-assessed the prioritisation of projects in light of resourcing constraints. Where there is an opportunity to re-allocate funds to more critical priority projects, an internal budget re-allocation has been proposed. The prevailing market conditions, specifically the inability to complete some items given labour shortages or interrupted supply chains for products is ongoing.

Below is an explanation of amendments and carryforwards more than \$250k. The other proposed amendments, carryforwards, including expenditure offset by additional revenues, internal allocations and other budget changes that are less than \$250k individually, are detailed in the May 2023 Budget Review attachment.

**1. Opening Position**

The opening position is \$52,606,837 as per the Audited Annual Financial Statements of the last financial year.

**2. Operating Expenditure**

Operating expenditure has decreased by \$6.7M and includes the following significant amendments:

- 2.1 \$4.0M organisation-wide salary and superannuation savings, net of \$751K contract labour cost.

- 2.2 \$1.0M decrease from savings in various utilities and insurance.
- 2.3 \$536K savings in various operating expenses and operating projects of Parks Services.
- 2.4 \$400K increase in waste levy incurred by the landfill operations.

### **3. Operating Revenue**

Operating revenue has increased by \$1.2M and includes the following significant amendments:

- 3.1 \$1.6M increase in various fees and charges mainly tip fees, Aqua Jetty and building services.
- 3.2 \$1.3M decrease in State Black Spot funding due to withdrawal of Rockingham-Mundijong road project. This was offset by reduced expenditure in 4.1.
- 3.3 \$900K increase in municipal funds interest income.
- 3.4 \$468K of increased interim rates.
- 3.5 \$389K decrease in penalty interest.

### **4. Non-Operating Expenditure**

Non-operating expenditure has decreased by \$2M and includes the following significant amendments:

- 4.1 \$2.4M decrease due to withdrawal of Rockingham-Mundijong road project. This was offset by reduced income in 3.1.
- 4.2 \$450K increase for Mike Barnett wall panelling.
- 4.3 \$370K increase for various asset management projects at the Depot Admin building.
- 4.4 \$355K savings at the completion of the Secret Harbour residential pole replacement project.
- 4.5 \$314K savings from reduced scope of building refurbishment project at the Rockingham Districts Gem and Rock Hunting Club.
- 4.6 \$280K savings at the completion of the Shoalwater Activity Node Foreshore Development.

### **5. Non-Operating Revenue**

Non-operating revenue has decreased by \$197K as the transfer of funds from the Active Ageing Reserve is no longer needed. All other proposed amendments are detailed in the May 2023 Budget Review attachment.

### **6. Carryforward Budget**

Of the \$43.49M estimated surplus, \$33.68M of unspent budget is committed to existing projects and is detailed in the 'Current Period Carry Forwards Over \$250,000' attachment to this report and features the following most significant items:

- 6.1 Aqua Jetty Stage 2 - \$20.18M expenditure (partly funded by \$9.5M WA Recovery grants).
- 6.2 Baldivis District Sporting Complex - \$10M expenditure (fully funded by borrowings).
- 6.3 Stan Twight Clubroom Redevelopment - \$4.6M expenditure (fully funded by borrowings).
- 6.4 Landfill Master Plan - \$4.5M expenditure

### **7. Untied Surplus**

The current forecasted untied surplus of \$9.81M is an estimate only and may increase or decrease depending on the number of incomplete works at the end of the financial year. \$6M of this is directly related to staff costs and the inability to recruit replacement staff. This is a state-wide issue and all industries are struggling to recruit and retain staff. It is recommended to continue to monitor the City's net ending position until the final surplus/deficit is ascertained at the end of the year and utilise any surplus to balance the next year's budget.

## **Voting Requirements**

Absolute Majority

## **Officer Recommendation**

That Council **ADOPTS** the May 2023 Budget Review, as contained in Attachment 1.

### Committee Recommendation

That Council **ADOPTS** the May 2023 Budget Review, as contained in Attachment 1.

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 Waste Services



<b>Reference No &amp; Subject:</b>	<b>CS-012/23</b>	<b>T23/24-16</b>	<b>Delegated Authority – Provision of bulk verge waste collection services (<i>Absolute Majority</i>)</b>
<b>File No:</b>	T23/24-16		
<b>Proponent/s:</b>			
<b>Author:</b>	Mr Aaron Blair, Coordinator Waste Collection Services		
<b>Other Contributors:</b>	Mr Allan Moles, Manager Waste Services		
<b>Date of Committee Meeting:</b>	16 May 2023		
<b>Previously before Council:</b>			
<b>Disclosure of Interest:</b>			
<b>Nature of Council's Role in this Matter:</b>	Executive		
<b>Site:</b>			
<b>Lot Area:</b>			
<b>Attachments:</b>			
<b>Maps/Diagrams:</b>			

### Purpose of Report

For Council to delegate authority to the Chief Executive Officer (CEO) to award Tender T23/24-16 - Provision of bulk verge waste collection services.

### Background

The existing contract for the provision of bulk waste collection services ends in May 2023, following the completion of the current bulk green waste collection.

The Tender for the provision of bulk waste collection services is scheduled to be advertised in May 2023 and will close in May or early June 2023.

The first bulk waste collection for 2023/2024 is scheduled to commence on Monday, 17 July 2023.

In order to allow the City of Rockingham (City) to commence the program within this timeframe, it is recommended to delegate authority to the CEO to award this Tender.

### Details

The scope of the Tender for the provision of bulk waste collection services is the same as the existing contract and the type of works to be undertaken includes one general waste verge collection and two green waste collections per year.

The period of the contract shall be from the 17 July 2023 until the completion of the final green waste collection in May 2025.

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

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

**Aspiration 3:** *Plan for Future Generation*

**Strategic Objective:** *Sustainable waste solutions – Incorporate new opportunities that support responsible and sustainable disposal of waste.*

**d. Policy**

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

The expected cost is above the value of the current CEO delegation to approve a Tender.

**e. Financial**

The City's 2022/2023 budget to undertake the bulk verge waste collections is \$1.16 Million.

**f. Legal and Statutory**

In accordance with section 3.57 of the Act - Tenders for providing goods or services and Regulations Part 4, Division 2, r.11(1), Provision of goods and services:

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

Section 5.42 of the Act - Delegation of some powers and duties to the CEO, by Absolute Majority states:

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

Section 5.43 of the Act - Limits on delegations to the CEO, provides that the Council can delegate authority to the CEO to accept a Tender, subject to it not exceeding an amount determined by the Council.

**g. Risk**

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

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

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

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

Nil



### Comments

The delegation of authority to the CEO to award the Tender for the Provision of bulk verge waste collection services is necessary to ensure the effective and efficient delivery of the required services.

Council will be advised of the successful tenderer through the Council Bulletin.

### Voting Requirements

Absolute Majority

### Officer Recommendation

That Council **DELEGATES** authority to the Chief Executive Officer to award or reject Tender T23/24-16 – Provision of bulk verge waste collection services, in accordance with the budgetary limits.

### Committee Recommendation

That Council **DELEGATES** authority to the Chief Executive Officer to award or reject Tender T23/24-16 – Provision of bulk verge waste collection services, in accordance with the budgetary limits.

Committee Voting (Carried) – 5/1

Cr Schmidt voted against

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

Not Applicable

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

Not Applicable

## Corporate Services Director and Support



<b>Reference No &amp; Subject:</b>	<b>CS-013/23</b> <b>Council Policy – Property Investment Framework</b>
<b>File No:</b>	CPR/1263-2
<b>Proponent/s:</b>	
<b>Author:</b>	Ms Helen Savage, Senior Projects Officer (Corporate Services)
<b>Other Contributors:</b>	Mr John Pearson, Director Corporate Services
<b>Date of Committee Meeting:</b>	16 May 2023
<b>Previously before Council:</b>	18 October 2022 (CS-014/22), 26 April 2023 (CS-007/23)
<b>Disclosure of Interest:</b>	
<b>Nature of Council's Role in this Matter:</b>	Executive
<b>Site:</b>	
<b>Lot Area:</b>	
<b>Attachments:</b>	
<b>Maps/Diagrams:</b>	Table 1 – Property Classification Table

### Purpose of Report

To endorse the Council Policy – Property Investment Framework for the purposes of public advertising.

### Background

In April 2023, Council resolved to advertise the draft Council Policy – Property Investment Framework ('the Policy') for public comment. Prior to the Policy being advertised in line with the Council resolution, an error was identified within the draft Policy that was endorsed by Council on 26 April 2023.

### Details

The identified error relates to the inclusion of the property classification table as shown in Table 1 ('the Table') below. The Table was intended to only be presented to Council for information purposes within the body of report rather than for inclusion within the Policy itself. The Table provides a categorised summary of the City's 72 properties and the number of properties the City owns within each classification.

Property Classification	Number of Properties
<b>Strategic Property</b>	<b>44</b>
<b>Investment Property</b>	<b>2</b>
Capital Appreciation	1
Income Generation	1
<b>Non-Operational Property</b>	<b>26</b>
Disposal / Divestment	8
Conditional Freehold	18

Table 1 - Property Classification Table

## Implications to Consider

**a. Consultation with the Community**

Should Council endorse the officer recommendation, Council Policy – Property Investment Framework will be advertised in accordance with Council Policy – Policy Framework for a period of no less than 14 calendar days and be placed on the City’s website, as a public notice in the local newspaper and on social media.

Following public advertising, a report will be prepared in consideration of all comments received for Council to adopt the Council Policy – Property Investment Framework.

**b. Consultation with Government Agencies**

Nil

**c. Strategic**

Community Plan

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

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

**Strategic Objective:** *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 policy has been adhered to.

**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 will provide guiding principles for the management of the City's conservative property investment portfolio. Whilst the Framework 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.

It would be operationally challenging to include the Table at a Policy level as the numbers of properties and their classifications are subject to change over time. The issue being that whenever a property is either re-categorised, acquired or disposed of, the numbers of Council owned properties within the Policy would become inaccurate and would subsequently require a readoption of the Policy.

It is therefore the officer recommendation that Table 1 be removed from the draft Council Policy – Property Investment Framework, prior to being advertised for public comment. The proposed amendment is shown using tracked changes below.

## Voting Requirements

Simple Majority

## Officer Recommendation

That Council **ENDORSE** the Council Policy – Property Investment Framework for the purposes of public advertising.

## Committee Recommendation

That Council **ENDORSE** the Council Policy – Property Investment Framework for the purposes of public advertising.

### 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.

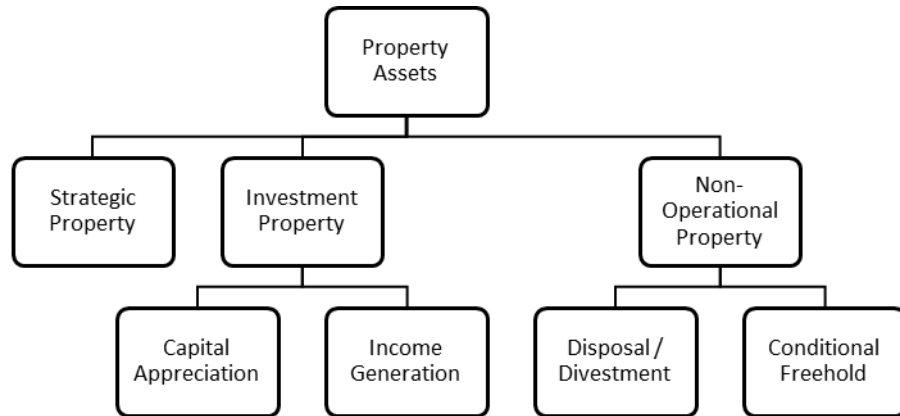
#### Authorised Investments

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.



~~Of the 72 properties that are owned by the City the following table provides a summary of the number of properties the City holds within each.~~

<b>Property Classification</b>	<b>Number of Properties</b>
<b>Strategic Property</b>	<b>44</b>
<b>Investment Property</b>	<b>2</b>
Capital Appreciation	1
Income Generation	1
<b>Non-Operational Property</b>	<b>26</b>
Disposal / Divestment	8
Conditional Freehold	18

### ***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**

1 April 2025

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



## General Management Services Governance and Councillor Support



<b>Reference No &amp; Subject:</b>	<b>GM-013/23</b>	<b>Proposed Amendments Council Policy – Functions Hosted by Council (Australia Day Ceremonies and Celebrations)</b>
File No:	COM/72	
Proponent/s:		
Author:	Mr Jim Olynyk, Manager Governance and Councillor Support	
Other Contributors:	Mr Michael Parker, Chief Executive Officer	
Date of Committee Meeting:	16 May 2023	
Previously before Council:	28 February 2023, GM-008/23	
Disclosure of Interest:		
Nature of Council's Role in this Matter:	Executive	
Site:		
Lot Area:		
Attachments:		
Maps/Diagrams:		

### Purpose of Report

To amend Council Policy – Functions Hosted by Council and provide an update to Council on feedback received from the City of Rockingham (City) Aboriginal Advisory Group.

### Background

Council at its meeting in February 2023 resolved:

That Council:

1. **NOTES** the advice issued by the Commonwealth Government on 16<sup>th</sup> December 2022, allowing that Australia Day citizenship ceremonies can, henceforth, be held on any day immediately prior to or following the 26<sup>th</sup> of January, so long as they fall within the period of 23<sup>rd</sup> - 29<sup>th</sup> January (inclusive).
2. **SUPPORTS** the concept of holding any future Australia Day events, including any celebrations and citizenship ceremonies, so that they fall on the nearest Saturday to the 26<sup>th</sup> of January, and in the event that the 26<sup>th</sup> itself is a Saturday, the following Sunday.
3. **SEEKS** advice and/or, endorsement or otherwise, of this proposal before changes are implemented from our Aboriginal Advisory Group at the next meeting held on 20<sup>th</sup> April 2023.

### Details

The report presented to Council in February 2023 was as a result of a Notice of Motion and included detail as summarised below:

Australia Day is a Gazetted Public Holiday and is the official national day of Australia. Observed annually on 26 January, it marks the day the British colony landed at Sydney Cove in 1788 by Captain Arthur Phillip and the First Fleet.

On 16 December 2022 the Minister for Immigration, Citizenship and Multicultural Affairs, Hon Andrew Giles MP announced an amendment to the Australian Citizenship Ceremonies Code (**Code**) to provide greater flexibility about what day the ceremonies could be held from Monday 23 to Sunday 29 January 2023.

The Code now states:

*Australia Day provides an opportunity for all Australians to reflect, respect and celebrate our national day. Australia Day is marked by events across Australia, including special citizenship ceremonies.*

*The Government expects local government councils to hold a citizenship ceremony as part of their Australia Day celebrations. Many thousands of Australians have had their citizenship conferred on Australia Day, and many Australians would like to receive their citizenship on our national day, in their community. Councils must hold a ceremony on Australia Day, or the three days prior or the three days after Australia Day.*

Some First Nation people have expressed their concern over celebrating Australia Day on the current date with some rallies held around Australia highlighting this position.

Council's Policy - Functions Hosted by Council addresses Australia Day Celebrations and will need to be amended to reflect the changed process.

### Implications to Consider

**a. Consultation with the Community**

Council's resolution of 28 February 2023 specifically required that advice and/or endorsement or otherwise of the proposed changes be requested from the Aboriginal Advisory Group, at its next meeting held on 20 April 2023, before implementing any changes.

Commentary from the Aboriginal Advisory Group follows later in this report.

**b. Consultation with Government Agencies**

Not Applicable

**c. Strategic**

Community Plan

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

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

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

**d. Policy**

Council Policy – Functions Hosted by Council

The Objective of this policy is to provide guidance for the approval of civic functions, ceremonies, receptions and/or the provision of hospitality.

To fulfil its strategic and civic objectives and obligations the City of Rockingham may host civic functions, ceremonies, receptions and hospitality from time to time as the need arises. These functions include the Australia Day Awards Presentation and Citizenship Ceremony.

As a member of the Australia Day Council, the City of Rockingham promotes the Australia Day Awards to recognise meritorious contributions to the Rockingham community in specified categories including –

- Community Citizen of the Year

- Senior Community Citizen of the Year
- Young Community Citizen of the Year
- Active Citizenship (Group or Event)

The award presentation is held in the morning of Australia Day in conjunction with a citizenship ceremony and is followed by light refreshment in the form of a breakfast or morning tea.

A selection panel (which includes those holding the title 'Freeman of the City') is appointed by Council to assess award nominations and recommend to Council the category award recipients. Assessment is to include, but not limited to, the criteria set out by the Australia Day Council.

In order to accommodate Councils intended position on the matter a policy amendment will be required by:

Deleting the sentence:

The award presentation is held in the morning of Australia Day in conjunction with a citizenship ceremony and is followed by light refreshment in the form of a breakfast or morning tea.

And replacing it with:

The award presentation is held in the morning of nearest Saturday to 26 January, and in the event that 26 January itself is a Saturday, the following Sunday, in conjunction with a citizenship ceremony and is followed by light refreshment in the form of a breakfast or morning tea.

Council Policy - Policy Framework stipulates that public consultation be undertaken for a minimum of 14 days, in particular where a new or substantially amended policy is under consideration. Council has resolved its position, GM-008/23 28 February 2023, being to support the concept of holding any future Australia Day events, including any celebrations and citizenship ceremonies, so that they fall on the nearest Saturday to 26 January, and in the event that 26 January itself is a Saturday, the following Sunday. This support was subject to endorsement by the Aboriginal Advisory Group which has been received.

As Council has made its decision the application of further public consultation, as per policy, appears to be unnecessary. It should be noted the City has received some correspondence requesting broader consultation on this decision (GM-008/23).

**e. Financial**

Nil

**f. Legal and Statutory**

Nil

**g. Risk**

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

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

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

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

Nil

## Comments

The report presented to Council in February 2023 included Options and detail relevant to community consultation and specifically the Aboriginal Advisory Group. Council's resolution included direct consultation with the Aboriginal Advisory Group, which is summarised below.

The Aboriginal Advisory Group (AAG) met on Thursday 20 April 2023. A briefing was provided on the 16 December 2022 announcement by the Minister for Immigration, Citizenship and Multicultural Affairs, Hon Andrew Giles MP amending the Australian Citizenship Ceremonies Code to provide greater flexibility about what day the ceremonies could be held, as well as the resolution of Council dated 28 February 2023.

Consensus of the AAG was supportive toward the conduct of any future Australia Day events, including any celebrations and citizenship ceremonies, so that they fall on the nearest Saturday to 26 January, and in the event that 26 January itself is a Saturday, the following Sunday. The AAG viewed the decision as a positive outcome for the City and one which assists in changing the mindset of people and for others to see our actions as a step forward for the City of Rockingham.

It is recommended that changes to the current practices be reflected in Council Policy — Functions Hosted by Council.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council:

Following feedback from the Aboriginal Advisory Group and to support Council resolution GM-013/23 of 28 February 2023 **AMENDS** Council Policy – Functions Hosted by Council by:

Deleting the sentence:

The award presentation is held in the morning of Australia Day in conjunction with a citizenship ceremony and is followed by light refreshment in the form of a breakfast or morning tea.

And replacing it with:

The award presentation is held in the morning of nearest Saturday to 26 January, and in the event that 26 January itself is a Saturday, the following Sunday, in conjunction with a citizenship ceremony and is followed by light refreshment in the form of a breakfast or morning tea.

### Committee Recommendation

That Council:

Following feedback from the Aboriginal Advisory Group and to support Council resolution GM-013/23 of 28 February 2023 **AMENDS** Council Policy – Functions Hosted by Council by:

Deleting the sentence:

The award presentation is held in the morning of Australia Day in conjunction with a citizenship ceremony and is followed by light refreshment in the form of a breakfast or morning tea.

And replacing it with:

The award presentation is held in the morning of nearest Saturday to 26 January, and in the event that 26 January itself is a Saturday, the following Sunday, in conjunction with a citizenship ceremony and is followed by light refreshment in the form of a breakfast or morning tea.

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

<div>Community Development</div> <div>Community Safety and Support Services</div> <div>Community Safety and Support Services</div> <div>Advisory Committee</div>		
Reference No & Subject:	CD-010/23	Recommendation from the Community Safety and Support Services Advisory Committee – Advocate for Crisis Accommodation
File No:	COM/55-08	
Proponent/s:		
Author:	Ms Ainsley Jones, Community Development Officer (Community Support Services)	
Other Contributors:	Ms Bethany Dubberlin, Coordinator Community Safety and Support Services Ms Mary-Jane Rigby, Manager Community Safety and Support Services	
Date of Committee Meeting:	16 May 2023	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's Role in this Matter:	Advocacy	
Site:		
Lot Area:		
Attachments:	1. Minutes of the Community Safety and Support Advisory Committee meeting held on 13 April 2023 2. Data caveats for By Name List	
Maps/Diagrams:		

### Purpose of Report

For Council to advocate to the State Government to prioritise the need for crisis accommodation within the City of Rockingham (City) municipality.

### Background

The Community Safety and Support Services Advisory Committee (CSSSAC) meeting held on 13 April 2023 included an agenda item to discuss the lack of available emergency/crisis and transitional accommodation to support people experiencing homelessness within the City. This topic has been previously raised at CSSSAC meetings held in November 2019, June 2022 and August 2022; on each occasion the committee noted a lack of available emergency/crisis and transitional accommodation options in Rockingham.

The City recognises there is a critical and immediate need for additional accommodation to address the lack of emergency/crisis or transitional accommodation services in the Rockingham municipality.

The City previously advocated to the State Government in June 2020 for a Common Ground Facility to be funded and built in the South Metropolitan Region. This advocacy was successful with a State Government commitment to build a Common Ground facility in Mandurah, with the catchment area to support people from Rockingham. This facility will be a permanent supported housing model, however will not include options for emergency/crisis accommodation. The State Government has recently announced the delivery of the Common Ground will be delayed until at least 2026.

Alongside the advocacy for the Common Ground facility, the City advocated to the State Government to extend their funding of the Housing First Homelessness Initiative (HFHI) to Rockingham. This was also successful with a five year commitment of the HFHI program to Rockingham and Mandurah combined, which commenced in August 2021.

Prior to the announcement of the State Government HFHI program in May 2020, Council committed \$450K over three years to fund an assertive outreach program. The assertive outreach service was aimed to support people experiencing chronic homelessness in Rockingham and to assist the City to gather more accurate data on the current situation for further advocacy efforts. St Patricks Community Support Centre (St Pats) hold the contracts to deliver both the City's Assertive Outreach Service and the State Governments HFHI program.

In an effort to extend the emergency/crisis and transitional accommodation options within Rockingham, the City provided letters of support to three external agencies applying for Social Housing Economic Recovery Package (SHERP) funding. Unfortunately all the applications were unsuccessful.

The City's Community Safety and Support Services Strategy 2022-2027 (the Strategy) highlights that affordable housing and a lack of emergency/crisis and transitional accommodation options for people experiencing homelessness, remains a gap within the City of Rockingham. There are actions within the Strategy to obtain further data through biannual Community Support Service Mapping. Sector collaboration will be sought to build a Council advocacy position via a new Social and Emotional Wellbeing Advocacy Pillar to be added to the City's Advocacy Plan once the information is obtained and collated. The strategy also includes an action to undertake a feasibility study for crisis/emergency and transitional accommodation in Rockingham.

## Details

The Australian Housing and Urban Research Institute (AHURi) defines Crisis, Emergency and transition accommodation as:

**Crisis accommodation:** Emergency and temporary accommodation provided as part of the specialist homelessness services accommodation in Australia.

**Emergency accommodation:** Short-term accommodation for people experiencing homelessness or leaving insecure housing, such as a person fleeing domestic and family violence (DFV).

**Transitional housing:** A temporary form of housing that aims to safely accommodate tenants while they build the capacity to transition to permanent housing. Transitional housing provides residents with secure accommodation for a fixed term, as well as individually targeted supportive services. Depending on the transitional housing model and the provider, the demographic profile of residents, level of support, duration of stay and expected outcomes may differ considerably.

The current accommodation support options available in Rockingham are limited and include;

- crisis accommodation for women escaping FDV through Lucy Saw Refuge;
- crisis and transitional accommodation for young people at Y-Shac;
- residential alcohol and other drug accommodation at Serenity Lodge Therapeutic Community;
- residential rehabilitation recovery program for women at Lilliah Haven.

These services are consistently operating at capacity and are not appropriate for people experiencing chronic homelessness, as they are not adult specialist homelessness accommodation services. Chronic homelessness is defined as 'sleeping rough, or living in emergency accommodation for the past six months, or three episodes of homelessness in the past year'.



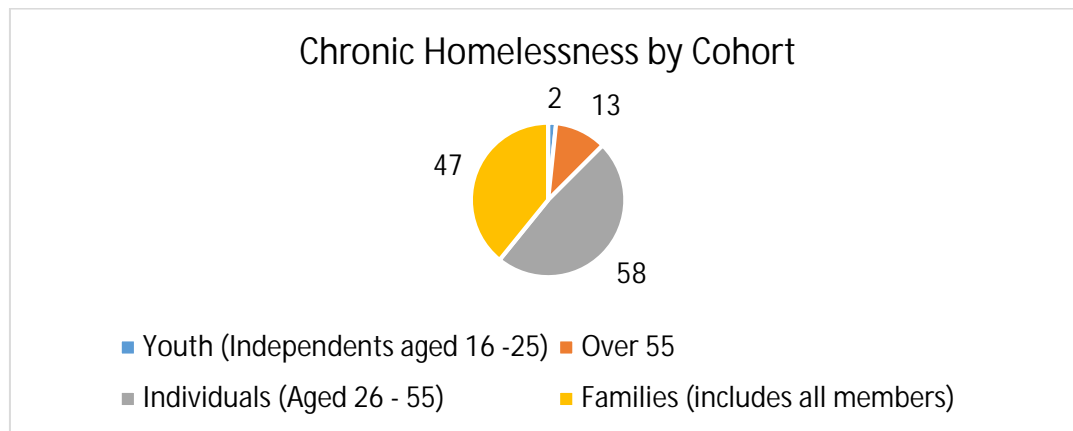
Anglicare WA deliver a family transitional housing program, however it does not include any transitional properties in Rockingham. Families from Rockingham who are experiencing homelessness need to relocate to outer Perth suburbs to access transitional accommodation while awaiting social housing opportunities.

Anecdotal reports from St Pats via the Assertive Outreach Service indicate that there is a geographical barrier to refer people to emergency/crisis or transitional accommodation services based in Perth or Fremantle. The disconnection from family, community and country during a vulnerable time is an additional barrier and can be the reason people do not access support outside of the Rockingham area. This contributes to lengthened periods of homelessness and increased health risks.

Data currently available via the Rockingham By Name List (BNL), a database of people experiencing homelessness, indicates as of Tuesday 11 April 2023, there is a total of 140 people experiencing homelessness within the City of Rockingham. It must be noted that this database does not capture everyone.

A key component of the BNL data compilation is for service providers to conduct surveys, known as Vulnerability Index – Service Prioritization Decision Assistance Tool (VI-SPDAT). VI-SPDAT surveys assess the needs, experiences and vulnerabilities of the person and help to prioritise support and housing needs in alignment to the challenges being experienced by the people currently experiencing homelessness.

The below diagram is a demographical analysis that shows the proportion of people experiencing chronic homelessness by cohort. This diagram denotes the types of emergency/crisis and transitional accommodation required to meet current needs. Please note families include all members, there is a total of 21 families. This indicates local need for both a specialist adult homelessness accommodation service and accommodation services appropriate for families. (In alignment with the Memorandum of Understanding for sharing data from the By Name list, refer to attachment two for the data caveat)



To address the housing needs of the total 140 individuals and families on the By Name List as of the 11 April 2023, at least 109 dwellings will need to be made available in the region.

The City recognises there is a critical and immediate need for additional accommodation to address the fact that Rockingham has no adult specialist homelessness crisis or temporary accommodation services available and the current economic situation has exacerbated the effects on the community.

The State Government has committed to prioritising the provision of safe, secure and stable homes in the Western Australia's 10-Year Strategy on Homelessness (2020 – 2023), All Paths Lead to a Home. The City continues to engage with the relevant State Government departments to obtain and share information to support the Governments response to housing stress in this region.

The City hosted and participated in the South Metropolitan Housing and Homelessness Planning Workshop on Friday 10 March 2023, led by the Department of Communities and Imagine Futures. As a result of this workshop, the City requested a meeting with the Director of the Office of Homelessness and Regional Executive Director South Metropolitan from Department of Communities, to enquire about the State Governments spot purchasing activities to date and to discuss collaborative opportunities to address the lack of housing and accommodation in Rockingham.



## Implications to Consider

### a. Consultation with the Community

City of Rockingham officers sit across various interagency and community groups providing feedback on local community needs and direction for advocacy efforts. Each of the below listed networks have raised the issue of lack of emergency/crisis accommodation options over the past 12 months.

The interagency groups and key stakeholders include:

- The Mandurah, Kwinana and Rockingham Improvement Team aims to drive change in homelessness by setting share community goals, tracking/measuring progress through a bias to action and by implementing improvement projects which attempt to address localised gaps. Key members include: City of Rockingham, City of Kwinana, City of Mandurah, Housing Choices, Anglicare WA, The Salvation Army, Vinnies WA, St Patrick's Community Services,
- The Rockingham and Kwinana Rough Sleeper Coordination Group (RSCG) is a working group for all workers who may work with someone experiencing homelessness or can provide a support service to someone experiencing homelessness in the Rockingham and Kwinana areas. This working group works directly from the By Name List to seek supports and housing options for anyone experiencing homelessness, and ensuring no one's experience/s of homelessness is forgotten or overlooked. Key members include: City of Rockingham, City of Kwinana, City of Mandurah, Anglicare WA, The Salvation Army, Vinnies WA, St Patrick's Community Services, KEYSWA, and Lilliah Haven.
- The Emergency Relief Provider Network aims to cover the community's needs for food, showers, laundry and other financial supports, including for those experiencing and at risk of homelessness. Key members include: WACOSS, The Salvation Army, Vinnies WA, The Crew, St Brendan's Homelessness Respite, Rockingham Street Chaplains, Happy Pantry, Feed It Forward, Youth of Fire, and Coastal District Care.
- Safe Family Alliance focusses on prevention and intervention against women experiencing violence. Key Members include: Lucy Saw Refuge, Communicare, Anglicare WA, City of Rockingham, City of Kwinana, Mercy Care, Mission Australia, South Coastal Health and Community Services.

### b. Consultation with Government Agencies

The City is represented on the State Government's South Metropolitan District Leadership Group to which housing and homelessness is identified as a priority action.

City officers participated in the Department of Communities and Office of Homelessness Commissioning Plan consultation workshops in December 2022, whereby the need for crisis accommodation and housing was raised.

The City hosted the South Metropolitan Housing and Homelessness Regional Planning Forum held on Friday 10 March 2023, the need for crisis accommodation and housing was identified as a priority area.

### 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 safety and support: provide support to residents and visitors so they feel safe and secure at home and outdoors.*

**Strategic Objective:** *Services and facilities: provide cost effective services and facilities which meet community needs.*

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

**Strategic Objective:** *Infrastructure planning: plan and develop sustainable and safe infrastructure which meet the current and future needs of the City's growing population.*

**Community Safety and Support Services Strategy 2022-2027**

**Key Element 1: Safe and vibrant Places and Spaces**

**Action: 1.5** *Undertake a needs analysis and feasibility study to determine the need for, and a potential location for supported emergency and transitional accommodation facilities within the City*

**Action: 1.7** *Investigate the need and feasibility of introducing planning incentives, within the parameters of the state planning framework, to encourage the provision of one/two bedroom dwellings to meet demographic modelling*

**Action: 1.11** *Facilitate partnerships within the community to investigate co-location opportunities to address community needs*

**Key Element 2: Partnerships for Collective Action and Advocacy**

**Action: 2.1** *Introduce a social and emotional wellbeing pillar to the City's Advocacy Plan to address identified priority areas*

**Action: 2.4** *Investigate opportunities with State departments and local agencies to coordinate a local response plan to accommodate people experiencing homelessness in severe weather conditions*

**Action: 2.7** *Manage and evaluate the Homelessness Assertive Outreach Service Contract*

**Action: 2.11** *Facilitate opportunities for sector collaboration across the City*

**Action: 2.12** *Appoint a consultant to undertake a mapping of community services strengths and needs analysis*

**Action: 2.14** *Facilitate strategic response groups to respond to identified community needs*

**Action: 2.15** *Facilitate sector partnerships to strengthen and enhance opportunities to attract State & Federal Funding to the City*

**Action: 2.16** *Lead a sector leadership issues forum to prioritise identified community needs in response to strategy consultation outcomes*

**Action: 2.20** *Participate and support the delivery of professional networks including, Mental Health sub-network, headspace consortium, Rockingham/Kwinana Safe Family Alliance, Rockingham Kwinana Homelessness Interagency group, Advance to Zero Project, LG Community Safety network*

**d. Policy**

This recommendation will create a policy position of Council regarding advocacy to the State Government to prioritise crisis accommodation within the City of Rockingham municipality.

**e. Financial**

Nil

**f. Legal and Statutory**

Nil

**g. Risk**

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

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

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

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

Nil

### Comments

The City is committed to obtaining accurate and specific data to strengthen advocacy efforts towards the attraction of appropriate accommodation options to meet the local needs.

The current and predicted levels of housing stress in the City of Rockingham is reflected in the unmet housing need statistics provided by Australia Bureau of Statistics 2021 (ABS). Unmet housing need is defined as experiencing homelessness, living in overcrowded homes, and/or spending more than 30% of income on rent. The current ABS data of unmet housing need may indicate further increases to housing stress that may increase the number of people experiencing homelessness, further driving the need for crisis and temporary accommodation.

The City is conducting the Community Support Services Mapping from June to December 2023 to obtain current and accurate information to support the development of a Social and Emotional Wellbeing Pillar to the City's Advocacy Plan. This action within the Strategy has been brought forward from the originally endorsed timeframe (2026-2027) to deliver the Advocacy Pillar in 2024-2025 in recognition of the current climate. It is anticipated that housing and accommodation will emerge as a priority although the information obtained through the mapping process will provide the City with specific insights into need and requirements.

In addition to the Community Support Services Mapping, the City has committed to commission a feasibility study to determine the need for, and potential location of, supported emergency and transitional accommodation facilities within the City, which is due to commence in 2024/2025 financial year.

Whilst the CSSSAC was advised of this work to be undertaken during the April 2023 meeting, it was felt by the CSSSAC that enough anecdotal data was currently available to commence advocacy for crisis accommodation. City officers recognise that the urgency for emergency/crisis and transitional accommodation in Rockingham has increased in response to the recent cost of living pressures resulting in increased housing stress. This has also resulted in an increase in the number of people experiencing homelessness within the City across wider demographic cohorts. The City will continue to work with the relevant State Government departments and local agencies to obtain the relevant information.

### Voting Requirements

Simple Majority

### Advisory Committee Recommendation

That Council **ADVOCATES** to the State Government to prioritise the need for Crisis Accommodation within the City of Rockingham.

### Officer Recommendation if Different to Advisory Committee Recommendation

Not Applicable

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

Not Applicable

### Committee Recommendation

That Council **ADVOCATES** to the State Government to prioritise the need for Crisis Accommodation within the City of Rockingham.

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 Economic Development and Tourism



<b>Reference No &amp; Subject:</b>	<b>CD-011/23</b>	<b>Rockingham Beach Cup 2023 – Request for Iconic Event Sponsorship</b>
<b>File No:</b>	ECD/65	
<b>Proponent/s:</b>	Rotary Club of Palm Beach WA Inc.	
<b>Author:</b>	Mr Scott Jarvis, Manager Economic Development and Tourism	
<b>Other Contributors:</b>	Ms Melissa James, Senior Tourism Development Officer	
<b>Date of Committee Meeting:</b>	16 May 2023	
<b>Previously before Council:</b>		
<b>Disclosure of Interest:</b>		
<b>Nature of Council's Role in this Matter:</b>	Executive	
<b>Site:</b>		
<b>Lot Area:</b>		
<b>Attachments:</b>		
<b>Maps/Diagrams:</b>		

### Purpose of Report

For Council to consider providing Iconic Event Sponsorship funding to the Rotary Club of Palm Beach WA Inc. (RCPB) for the running of the 2023 Channel Seven Rockingham Beach Cup (RBC).

### Background

At the Council Meeting held on 28 June 2022, Council approved funding to the RCPB (through the Iconic Event Sponsorship budget) of \$175,000 for the 2022 Rockingham Beach Cup and associated events.

The event has been successful on four occasions prior to that, with RCPB securing \$36,000 funding in 2016 and 2017, \$156,000 in 2019, and \$175,000 in 2021 and 2022. The event did not occur in 2018 due to the Rockingham Foreshore redevelopment works, or in 2020 due to State Government COVID-19 restrictions, which made the event financially unsustainable. The success of the 2021 event when it returned won silver in the 2022 Perth Airport WA Tourism Awards in the category of festivals and events.

The 2022 Rockingham Beach Cup was held on 12 and 13 November attracting an estimated 22,000 attendees to the Rockingham foreshore across the two days. The event program included an event launch on Saturday, an outdoor movie screening of Secretariat on Saturday evening, carnival style attractions and peripheral community activities across the event weekend (Saturday and Sunday), and the beach horse racing event on Sunday incorporating a large ticketed area with exclusive access to race side viewing on the beach. The event expenditure totalled \$290,989, with a revenue of \$334,482 leaving a surplus of \$43,493. From this, a total of \$20,000 was distributed evenly between Variety, the Children's Charity and Alzheimer's Research WA, with \$23,493 retained by RCPB to fund local projects that benefit the Rockingham community. The event expenditure does

not include the significant volunteer hours contributed by the RCPB which allows the event to operate at a surplus and give back to charity groups and organisations.

### Details

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

Data has been collected over the past three events through a Socio-Economic Impact Assessment conducted by Lucid Economics, with results indicating that the event delivers on the following Iconic Event Sponsorship outcomes:

- Increases out of region visitation
- Provides a positive economic impact on the City of Rockingham
- Showcases Rockingham as a tourist destination

Below is a summary of the economic outcomes from the past three events:

Outcome	2019	2021	2022
Total attendance	16,457	19,746	21,977
Local attendance	9,400	10,844	12,232
Visitor attendance	7,057	8,902	9,745
Total combined expenditure	\$1.3 million	\$1.6 million	\$1.5 million
Gross Regional Product (GRP) – visitor expenditure	\$579,893 (\$286,545 direct and \$293,348 indirect)	\$834,762 (\$400,810 direct and \$433,960 indirect)	\$914,966 (\$439,316 direct and \$475,650 indirect)
FTE jobs created – visitor expenditure	7 (5 direct, 2 indirect)	10 (7 direct, 3 indirect)	10 (7 direct, 3 indirect)
ROI (total return)	8.13x (based on \$154,000 investment)	9.15x (based on \$175,000 investment)	8.95x (based on \$175,000 investment)
ROI (visitor return)	\$3.8 (based on \$154,000 investment)	\$5.02 (based on \$175,000 investment)	\$5.51 (based on \$175,000 investment)

Source: Lucid Economics Socio-Economic Impact Assessment Report(s) 2019, 2021 and 2022

The RBC has become a significant event on Rockingham's event calendar, and has established strong partnerships with key stakeholders including Seven West Media, Racing and Wagering WA, local businesses, Lotterywest, and event beneficiaries including not for profit organisations Alzheimer's WA and Variety WA. Seven West Media have expressed their willingness to participate again in 2023 as a naming rights partner, with their partnership contributing a total of \$103,483 in promotional value to the 2022 Rockingham Beach Cup across PerthNow, the West Australian, thewest.com.au and Channel Seven.

The RCPB application for Iconic Event Sponsorship for the 2023 event seeks commitment for total funding of \$175,000, equivalent to the funding contribution provided by the City for the 2021 and 2022 events. The 2023 RBC is proposed for Saturday 11 and Sunday 12 November, with a strong focus on further enhancing and expanding free viewing access for the general public and providing two options for paying patrons.

Below is a summary of the event program and notable changes for the proposed 2023 event.

Activity	Proposed changes from 2022 (if applicable)
Saturday community festival	Amending the Saturday program to operate 2pm – 7pm, as opposed to 4pm – 9pm in previous years as attendance has previously reduced in the evening due to cool weather  Removal of corporate VIP function previously held on Saturday evening due to low attendance numbers recorded in previous years
Sunday horse racing event on the beach	Nil
Palm Beach Oasis licensed area located on the foreshore with food and beverage options available for purchase and live entertainment (ticket price \$40), operating 12pm – 7pm	Reduced ticket price for entry into the licensed area with no complimentary inclusions (tickets were \$80 in 2022 including two drink vouchers)  Extension of licensed area operating time to 7pm
Palm Beach Lounge located within a licensed marquee area on the Rockingham beach offering a high end experience with food and eight drink vouchers incorporated into ticket price (ticket price \$230), operating 12pm – 7pm	Marquee licensed area to return in 2023  Extension of licensed area operating time to 7pm
Sunday community festival program including markets, stalls, food vans, amusement rides and free family friendly activities	Extending festival into Bell Park on Sunday 12 November

The Iconic Event Sponsorship submission has proposed that funding be broken down as per the below schedule:

Event Activities	Amount	RCPB requested payment schedule (2023)
<b>Phase 1</b>	<b>\$5,000</b>	
<b>Event start up</b> Professional event management including review of comprehensive Health and Risk Mitigation Plan	\$3,000	July 1 – July 31
<b>Marketing</b> Social media management	\$2,000	
<b>Phase 2</b>	<b>\$35,000</b>	
<b>Event management</b> Professional event management	\$10,000	August - September
Service provider tenders	\$25,000	

Event Activities	Amount	RCPB requested payment schedule (2023)
<b>Phase 3</b>	<b>\$135,000</b>	
<b>Event management</b> Professional event, site and traffic management Socio economic impact statement	\$45,000	October - November
<b>Marketing</b> Four week radio campaign and metro out of home advertising in lead up to event	\$30,000	
<b>Saturday event</b> Community Festival: free youth music competition and carnival style event targeted towards families Live entertainment, food trucks, children and youth activities. Culturally inclusive, interactive, and passive entertainment, stage program	\$30,000	
<b>Sunday event</b> Sunday horse racing, Community Festival expanded into Bell Park, markets, live entertainment and food trucks	\$30,000	
<b>Total Cash Funding Requested</b>	<b>\$175,000</b>	

In addition to the above funding breakdown, the RCPB has also requested the following in-kind support from the City. It is important to note that in previous years, this support has been provided to RCPB upon request.

- Rediscover Rockingham campaign timelines and City staff attendance at RBC Committee meetings
- Access to electrical connection for licensed areas (located underneath the lookout)
- Maintenance to City owned facilities as required (i.e. toilet block)
- Beach matting for disability access
- Existing branded signage suitable for the event
- Public notice trailers two weeks prior to the event
- Access to grassed area in front of the Cruising Yacht Club
- Department of Transport application to lift marine exclusion zone on Sunday 12 November

The Iconic Event Sponsorship funding submission includes consideration to contingency planning due to any unforeseen event cancellation (as has previously been experienced due to impacts from COVID-19) and has included this as part of the proposal for Council's consideration. In the event that the event needs to be rescheduled to 2024, the following contingency agreement has been proposed by the RCPB:

- Phase 1 \$5,000 – non-refundable
- Phase 2 \$35,000 – refundable (subject to the 2023 event cancellation decision being made no less than four weeks prior to the event)
- Phase 3 \$135,000 – part refundable (less non-refundable deposits paid by RCPB)



The Socio-Economic Impact Assessment conducted by Lucid Economics was provided to the City as part of the 2022 Post Event Evaluation Report. The community wellbeing framework developed by the Australian Bureau of Statistics was used to identify the social impact of the 2022 RBC, and assess it against the eight areas that impact on community wellbeing. The event scored high in the following three areas:

#### Family and Community

The 2022 RBC directly supported community interaction and community cohesion. The event brings a large number of residents together and creates an opportunity for the community to meet. Many families attended the event and used it as an opportunity to connect with each other and enjoy the foreshore and Churchill Park. As such, the event also supported family interactions and networks in a relaxed setting.

#### Economic Resources

The RBC provided an injection of \$1.5 million into the local economy (through both visitors and residents). This expenditure went largely to local businesses, increasing their economic resources and making a positive contribution to their businesses. The businesses impacted by the event were largely small businesses, so any large injection of revenue greatly increases business viability and sustainability.

At the same time, the event supported local jobs, increasing economic resources for local resident workers.

#### Culture and Leisure

The RBC made a direct contribution to the local culture and leisure offering. The event is very unique and thereby creates a leisure and recreational event unique to Rockingham. The event attracted almost 20,000 attendees and provided a variety of avenues for these attendees to relax and enjoy their time.

### **Implications to Consider**

**a. Consultation with the Community**

Nil

**b. Consultation with Government Agencies**

Nil

**c. Strategic**

Community Plan

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

**Aspiration 1:** *Actively pursue Tourism and Economic Development*

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

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

Tourism Destination Strategy 2019-2024

**Strategic Objective:** *Events Activation (entertainment destination) "Support and promote third party events – RBC horse race, kitesurfing championship etc."*

Economic Development Strategy 2020-2025

**Action Item 7.1.2.6** *Allocate annual dedicated funding for Iconic Events which promote economic development and tourism development outcomes.*

**d. Policy**

Nil

**e. Financial**

An allocation of \$300,000 for Iconic Events (Economic Development and Tourism) has been included as part of the City's 2023/2024 budget.

**f. Legal and Statutory**

Nil

**g. Risk**

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

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

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

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

Nil

## Comments

The RBC aligns with the City's Strategic Community Plan, Tourist Destination Strategy and Economic Development Strategy. The event has also been successful in securing additional revenue streams and partnerships, including a \$27,500 Lotterywest grant and \$36,000 in corporate sponsorship in 2022.

The 2023 RBC Iconic Event Sponsorship submission is similar to previous years, with the following proposed changes to the event program:

- Removal of a Saturday night VIP launch event
- Amendment to the Saturday community festival program to start and finish earlier (2pm – 7pm in 2023 as opposed to 4pm – 9pm in previous years) based on previous attendance figures and patron feedback
- Re-introducing the marquee ticketed area (ticket price \$230pp) in addition to a second licensed area on the foreshore (ticket price \$40pp)
- Extending the community festival event footprint on Sunday into Bell Park

The RBC is a unique event for Rockingham, with significant costs associated with the professional setup and delivery of the event. The proposed changes to the format and layout support the RCPB to continue providing a fresh feel to the event, whilst also meeting returning consumer expectations.

The 2022 Rockingham Beach Cup generated a total net increase of \$914,966 in Gross Regional Product and 10 jobs (full-time equivalent positions) in the local economy. This impact is measured on just the visitor expenditure as this activity represents net new expenditure flowing into the economy. For the City of Rockingham's \$175,000 contribution, the event achieved a return on investment (ROI) of 5.5 to 1, meaning that for every \$1.00 of City of Rockingham funding provided, there was \$5.51 in event visitor expenditure generated. This ROI result is 9.6% higher than the 2021 event.

With consideration to the City's Economic Development Iconic Event ROI Matrix, an ROI between 8 and 10 times is considered low to medium, and will only be considered if the event has significant alignment with the City's strategies plus additional community benefits.

The RBC aligns with the City's Strategic Community Plan, Tourist Destination Strategy and Economic Development Strategy due to its demonstrated ability to achieve significant economic impact for Rockingham, increased out of region visitation, and promotion of Rockingham as a premier coastal tourist destination. Additional benefits also identified through the Socio-Economic Impact Assessment conducted by Lucid Economics rated the RBC high in the community wellbeing areas of economic resources, family and community, and culture and leisure.

Based on the event having significant alignment with City strategies as well as additional community benefits, Officers recommend that the City provide a funding contribution of \$177,500 in Iconic Event Sponsorship to support the delivery of the RBC in 2023.

The following funding breakdown has been prepared to align with important deadlines associated with the Outdoor Event Application process and additional Iconic Event Sponsorship requirements:

Event Activities	Milestone deadlines	Amount
<b><u>Milestone A</u></b>		
<b>Event Start Up</b> Confirmation of a professional event management organisation being engaged for the planning and delivery of the event	Upon entering into agreement with the City	\$3,000
<b>Marketing - Social Media Campaign</b> Provision of a key contact who will be facilitating the social media activity on behalf of the event organiser		\$2,000
<b>Total</b>		<b>\$5,000</b>
<b><u>Milestone B</u></b>		
<b>Professional Event Management</b> Upon receipt of the following documents submitted to the City no less than 90 days prior to the first day of the event: <ul style="list-style-type: none"> <li>• Outdoor Event Application</li> <li>• Site plan</li> <li>• Risk Management Plan</li> <li>• Relevant Insurance Certificates of Currency</li> </ul>	90 days prior to the event	\$20,000
<b>Marketing</b> Upon receipt of an event marketing plan and activity schedule no less than 90 days prior to the first day of the event, including the following: <ul style="list-style-type: none"> <li>• Key messages</li> <li>• Social media activity</li> <li>• Budget</li> <li>• Out of home advertising campaign</li> </ul>		\$15,000
<b>Total</b>		<b>\$35,000</b>
<b><u>Milestone C</u></b>		
<b>Professional Event Management</b> Upon receipt of an event Traffic Management Plan submitted to the City no less than 45 days prior to first day of the event	45 days prior to event	\$20,000
<b>Total</b>		<b>\$20,000</b>
<b><u>Milestone D</u></b>		
<b>Marketing</b> Upon commencement of a four week out of home radio campaign in the lead up to the event, including an onsite activation during the event weekend	30 days prior to event	\$20,000
<b>Event Programming</b> Upon receipt of a draft event program, including the following: <ul style="list-style-type: none"> <li>• Community Festival activities and programming</li> <li>• Ticketed event activities and programming</li> </ul>		\$20,000
<b>Total</b>		<b>\$40,000</b>

Event Activities	Milestone deadlines	Amount
<b><u>Milestone E</u></b>		
<b>Advanced Notification of Event</b> Three variable message board public notice trailers in prominent locations within Rockingham advertising the event dates, to be setup no less than two weeks prior to event		\$2,500
<b>Professional Event Management</b> Upon receipt of all food permit applications no less than 14 days prior to the first day of the event  Upon receipt of all traders and amusement permit applications and relevant Work Safe Certificates no less than 14 days prior to the first day of the event	14 days prior to event	\$15,000  \$10,000
<b>Saturday Event Program</b> <ul style="list-style-type: none"> <li>Free family friendly activities</li> <li>Carnival style event targeted towards families</li> <li>Live entertainment, food trucks, children and youth activities.</li> </ul>		\$5,000
<b>Sunday Event Program</b> <ul style="list-style-type: none"> <li>Carnival style event targeted towards families</li> <li>Live entertainment, food trucks, children's and youth activities.</li> <li>Extension of event footprint into Bell Park (Sunday only)</li> </ul>		\$15,000
<b>Beach horse racing event (Sunday)</b>		\$20,000
<b>Total</b>		<b>\$67,500</b>
<b><u>Milestone F</u></b>		
<b>Post Event Evaluation Report</b> Upon receipt of the post event evaluation report no less than 90 days following the last day of the event, including: <ul style="list-style-type: none"> <li>An Economic Impact Assessment Report conducted by a third party, including:               <ul style="list-style-type: none"> <li>Event attendance breakdown (including attendance numbers and localities - local, intrastate and interstate)</li> <li>Average number of overnight stays as a result of the event</li> <li>Economic impact assessment</li> <li>Social impact assessment</li> </ul> </li> <li>A written report from the event organiser summarising the following key deliverables of the Iconic Event Sponsorship:               <ul style="list-style-type: none"> <li>Event attendance</li> <li>Customer satisfaction</li> <li>Local business engagement (including amount spent, final budget and copies of relevant invoices identifying where the City's funding was spent)</li> <li>Marketing activities and outcomes</li> </ul> </li> </ul>	90 days following the event	\$10,000
<b>Total</b>		<b>\$10,000</b>
<b>Grand Total</b>		<b>\$177,500</b>

In addition to the above, and in order to support the RCPB to deliver a successful event Officers also recommend that the following in-kind support be provided in line with what the City has provided in previous years to ensure both the event and foreshore facilities are well presented. The City has identified that the in-kind activities need to be implemented through the City due to contract management requirements and risk management issues associated with the provision of some of the services.

- Access to Rockingham foreshore major event electrical connection (located underneath the lookout) for licensed areas including installation, provision of distribution board, demobilisation, and electricity consumption
- Additional cleans to City owned facilities (i.e. toilets)
- Plumber on standby to assist with maintaining City owned facilities
- Beach matting for disability access (installation and removal)
- Access to grassed area in front of Cruising Yacht Club
- Rediscover Rockingham destination marketing campaign timelines
- Branded City owned signage suitable for the event
- Department of Transport Application to lift marine exclusion zone on Sunday 12 November

The above in-kind support requested is estimated at \$8,000 including staff wages, existing assets and resources contained in existing operational budgets. It should be noted that the cost associated with public notice trailers (\$2,500) requested by RCPB within the Iconic Event Sponsorship submission has been added to the \$175,000 requested by RCPB, resulting in a total recommended cash contribution of \$177,500.

It is recommended that funding be provided for the RBC in 2023 to ensure the event maintains the high standard of professional event management and out of region advertising required to continue to grow out of region visitation to Rockingham, and raise awareness of this iconic event on Rockingham's calendar. The City's support, in addition to the media partnership with Seven West, is an opportunity to once again elevate the profile of this unique event, improve attendance, and overall enhance the profile and exposure of Rockingham.

Based on the above, there are significant milestone dates, which should be noted and considered by Council, where the City will lose increasing amounts of sponsorship funding if the event is cancelled due to any unforeseen circumstances:

- Event cancelled prior to 13 August 2023 = \$5,000
- Event cancelled on or prior to 27 September 2023 = \$40,000
- Event cancelled on or prior to 12 October 2023 = \$60,000
- Event cancelled on or prior to 28 October 2023 = \$100,000
- Event cancelled after 29 October 2023 = \$177,500

It should be noted that within the Iconic Event Sponsorship submission the RCPB have acknowledged that in the rare event the event was cancelled less than four weeks prior to the event date, an effort would be made to return any funds to the City less non-refundable deposits paid.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council:

1. **APPROVES** the Iconic Event funding to the Rotary Club of Palm Beach WA Inc. for the amount of \$177,500, for the hosting and running of the Rockingham Beach Cup and associated events on Saturday 11 and Sunday 12 November 2023.
2. **APPROVES** the in-kind contribution (valued at \$8,000) for the delivery of the Rockingham Beach Cup and associated events on Saturday 11 and Sunday 12 November 2023.

3. **ACCEPTS** the following schedule of dates and funding potential losses that could occur should the event be cancelled due to any unforeseen circumstances or COVID-19 impacts:
  - Event cancelled prior to 13 August 2023 = \$5,000
  - Event cancelled on or prior to 27 September 2023 = \$40,000
  - Event cancelled on or prior to 12 October 2023 = \$60,000
  - Event cancelled on or prior to 28 October 2023 = \$100,000
  - Event cancelled after 29 October 2023 = \$177,500
4. **REQUESTS** the Rotary Club of Palm Beach provide a post event report, which identifies all specific event activities undertaken together with a socio-economic impact assessment report.

### Committee Recommendation

That Council:

1. **APPROVES** the Iconic Event funding to the Rotary Club of Palm Beach WA Inc. for the amount of \$177,500, for the hosting and running of the Rockingham Beach Cup and associated events on Saturday 11 and Sunday 12 November 2023.
2. **APPROVES** the in-kind contribution (valued at \$8,000) for the delivery of the Rockingham Beach Cup and associated events on Saturday 11 and Sunday 12 November 2023.
3. **ACCEPTS** the following schedule of dates and funding potential losses that could occur should the event be cancelled due to any unforeseen circumstances or COVID-19 impacts:
  - Event cancelled prior to 13 August 2023 = \$5,000
  - Event cancelled on or prior to 27 September 2023 = \$40,000
  - Event cancelled on or prior to 12 October 2023 = \$60,000
  - Event cancelled on or prior to 28 October 2023 = \$100,000
  - Event cancelled after 29 October 2023 = \$177,500
4. **REQUESTS** the Rotary Club of Palm Beach provide a post event report, which identifies all specific event activities undertaken together with a socio-economic impact assessment report.

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

**15. Report of Mayor**

**City of Rockingham  
Mayor's Report**



<b>Reference No &amp; Subject:</b>	<b>MR-004/23</b>	<b>Meetings and Functions Attended by the Mayor and Deputy Mayor</b>
File No:	GOV/85	
Proponent/s:	City of Rockingham	
Author:	Mayor Deb Hamblin	
Other Contributors:	Cr Hayley Edwards, Deputy Mayor	
Date of Council Meeting:	23 May 2023	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's Role in this Matter:	Executive	

**Purpose of Report**

To advise on the meetings and functions attended by the Mayor and Deputy Mayor during the period 27 April 2023 to 23 May 2023.

**Background**

Nil

**Details**

Date	Meeting/Function
2 May 2023	Attended a meeting with the Premier together with the CEO Councillor Engagement Session
3 May 2023	Warnbro Community High School, ANZAC Day Ceremony Meeting with Mr Ian Saggars Safety Bay Bowls Meeting
4 May 2023	Meeting with Councillor Schmidt regarding PFAS Miller Road Landfill
5 May 2023	Meeting with Rockingham Golf Club Meeting with the Premier at Rockingham Senior High School City of Rockingham Art Prize Presentation Night
7 May 2023	Rockingham BMX Club, Super Series Public Archaeological Dig at Peelhurst Ruins
8 May 2023	City of Rockingham, Australian Citizenship Ceremony
9 May 2023	Tour of Murdoch University Rockingham Campus Councillor Engagement Session
10 May 2023	Rockingham Senior High School Board Meeting
12 May 2023	Meeting with Peel Thunder Football Club to discuss community engagement
15 May 2023	Planning and Engineering Services Committee Councillor Engagement Session



Date	Meeting/Function
16 May 2023	Judging Panel for TAFE Heat of the Soroptimist, The Floor is Yours – Public Speaking Competition
17 May 2023	Business After Hours hosted by Consolidated Group
18 May 2023	WALGA Leadership Breakfast
19 May 2023	Walk to School Day at Warnbro Primary
22 May 2023	Mersey Point Sea Wall meeting
23 May 2023	Council meeting

### Implications to Consider

**a. Consultation with the Community**

Nil

**b. Consultation with Government Agencies**

Nil

**c. Strategic**

Nil

**d. Policy**

Nil

**e. Financial**

Nil

**f. Legal and Statutory**

Nil

**g. Risk**

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

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

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

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

Nil

### Comments

Nil

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council **RECEIVES** the Mayor's Report for the period 27 April 2023 to 23 May 2023.