



City of Rockingham

MINUTES

Corporate and Community Development Committee

Held on Tuesday 10 December 2024 at 5:00pm
City of Rockingham Council Chamber




City of Rockingham
 Corporate and Community Development
 Committee Minutes
 5:00pm Tuesday 10 December 2024



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<p>City of Rockingham Corporate and Community Development Committee Meeting Minutes Tuesday 10 December 2024 - Council Chamber</p> 																													
1.	Declaration of Opening																												
	<p>The Chairperson declared the Corporate and Community Development Committee meeting open at 5:01pm and welcomed all present.</p> <p>Acknowledgement of Country</p> <p>The Chairperson noted that the City of Rockingham acknowledges the Traditional Owners and Custodians of this land, the Binjareb and Whadjuk Nyoongar peoples and their continuing connection to the land, waters and community. We pay our respects to all members of Aboriginal communities and their cultures; and to Elders past and present.</p> <p>Recording and Live Streaming of proceedings</p> <p>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.</p> <p>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.</p> <p>Please note that clause 8.5 of the City's <i>Standing Orders Local Law 2001</i> 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".</p> <p>If anyone breaches this Standing Order they will be asked to leave the Council Chamber.</p>																												
2.	Record of Attendance/Apologies/Approved Leave of Absence																												
	<p>2.1 Council Members</p> <table border="0"> <tr> <td>Cr Craig Buchanan, JP</td> <td>Chairperson</td> </tr> <tr> <td>Cr Mike Crichton</td> <td></td> </tr> <tr> <td>Cr Caroline Hume</td> <td></td> </tr> <tr> <td>Cr Leigh Liley</td> <td></td> </tr> <tr> <td>Cr Kelly Middlecoat</td> <td></td> </tr> <tr> <td>Cr Robert Schmidt</td> <td></td> </tr> <tr> <td>Mayor Deb Hamblin</td> <td>Observer</td> </tr> <tr> <td>Cr Dawn Jecks</td> <td>Observer</td> </tr> </table> <p>2.2 Executive</p> <table border="0"> <tr> <td>Mr Michael Parker</td> <td>Chief Executive Officer</td> </tr> <tr> <td>Mr John Pearson</td> <td>Director Corporate Services</td> </tr> <tr> <td>Mr Michael Holland</td> <td>Director Community Development</td> </tr> <tr> <td>Mr Jim Olynyk, JP</td> <td>Manager Governance and Councillor Support</td> </tr> <tr> <td>Mr Michael Yakas</td> <td>Manager Customer and Corporate Support</td> </tr> <tr> <td>Ms Nollaig Baker</td> <td>Manager Strategy and Corporate Communications</td> </tr> </table>	Cr Craig Buchanan, JP	Chairperson	Cr Mike Crichton		Cr Caroline Hume		Cr Leigh Liley		Cr Kelly Middlecoat		Cr Robert Schmidt		Mayor Deb Hamblin	Observer	Cr Dawn Jecks	Observer	Mr Michael Parker	Chief Executive Officer	Mr John Pearson	Director Corporate Services	Mr Michael Holland	Director Community Development	Mr Jim Olynyk, JP	Manager Governance and Councillor Support	Mr Michael Yakas	Manager Customer and Corporate Support	Ms Nollaig Baker	Manager Strategy and Corporate Communications
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	<p>Mr Nick Brown Mr Matthew Emmott Ms Mary-Jane Rigby Mr Paul Hayward Ms Alison Oliver Ms Melissa James Ms Katie MacLachlan Ms Helen Savage <i>(from 5:06pm)</i> Ms Sue Langley Ms Jennifer Weinman</p>	<p>Manager Community and Leisure Facilities Manager Community Infrastructure Planning Manager Community Safety and Support Services Manager, Community Capacity Building Manager Library and Information Services Manager Economic Development and Tourism Financial Controller Senior Projects Officer (Corporate Services) Governance Officer Governance Officer – Councillor Support / FOI</p>
	<p>2.3 Members of the Gallery:</p>	<p>1</p>
	<p>2.4 Apologies:</p>	<p>Nil</p>
	<p>2.5 Approved Leave of Absence:</p>	<p>Nil</p>
3.	Responses to Previous Public Questions Taken on Notice	
3.1	<p>Mr John Lear, Vice President, Baldvis and Districts Community Men’s Shed – Proposed Men’s Shed, Pike Road</p> <p>At the Corporate and Community Development Committee meeting held on 19 November 2024, Mr Lear asked the following questions that were taken on notice and the Director Community Development provided a response in a letter dated 22 November 2024 as follows:</p> <p><u>Question</u></p> <p>1. How is it that the QS have indicated a square meter rate ranging from \$5,350 per square meter to \$7,090 per square meter when rates from commercial building sector would indicate 2,750 a square meter?</p> <p><u>Response</u></p> <p><i>As per previous consultation with the Baldvis Men’s Shed Committee, the Baldvis Men’s Shed will be delivered on Crown Land, and the City is leading the design of a facility which will be a public building. Under the National Construction Code (NCC) all buildings come under a classification system based on their use, risk and occupancy characteristics. Given that the Baldvis Men’s Shed is intended to be used as a community facility it would be inappropriate for it to be designed and built as an ‘average commercial warehouse’ or an ‘industrial storage shed’ as such the higher costs are associated with the classification for a public/assembly building which may have increased requirements for fire safety, access for persons with disability and energy efficiency.</i></p> <p><i>Regarding the figures you quote for the square meter rate, your calculations are based on the total project cost and therefore vary significantly from the information that has been provided to the City through the qualified Quantity Surveyor who has prepared the cost estimate. The square metre rates for the 400m2 precast concrete facility are approximately \$3,266 per m2, for a total building works figure of \$1,463,745 which is inclusive of a 12% preliminary cost. Included within the \$3,059,635 total project cost figure within the Council Report are costs associated with; external works (car parking, site preparation, etc.), external services (stormwater, sewer, water, electrical), contingencies (design and construction), professional fees, escalation and project management costs. All of the listed works within the cost estimate are typical for any City Capital Project and all would be required to ensure the successful delivery of the Baldvis Men’s Shed.</i></p>	

Question

2. How is it that when we compare our own costings from a local shed company for three 500m2 sheds totally 1,500m2 in total? The square meter was \$1,700 per square meter. The total cost of that 1,500m2 was roughly \$2.5M. This included the City's admin cost, earthworks, drainage, buildings, paving, fencing, gates together with services for electricians, mechanical services, hydraulics, internal fit out, landscaping and solar systems. There seems to be a very big discrepancy in these values and if we were to leave this unchallenged the likelihood of a Men's Shed being built in the foreseeable future is very slender.

Response

Please see response to question 1 above detailing the breakdown of costs included within the cost estimate provided to the City by the qualified Quantity Surveyor who is part of the design team. Additionally, the shed being proposed is a pre-cast concrete shed which although more costly than a steel framed shed, has advantages which include lower maintenance costs over the lifetime of the building as concrete is more resistant to deterioration and noise reduction outcomes for nearby residences. Pre-cast concrete is ideal for projects that prioritise long-term durability, sound and thermal resistance, and low maintenance. Regarding quotes from the local shed company, once the project is able to proceed to construction, the City would advertise the tender in an open market. If there are local shed building companies who have the capacity to undertake the construction, they would be encouraged to submit a tender and would be able to through the open tender process.

Question

3. Is it possible that the existing plans of the proposed Shed be made available to the BMS so we can prepare detailed drawings that can be priced accurately by suitable contractors so a real value can be established?

Response

As mentioned the cost estimate has been prepared by a qualified Quantity Surveyor (QS). The QS company involved in this project has been established for 95 years and has offices across Australia. The company has experience in projects from a range of sectors including but not limited to commercial, community, defence, recreation and warehousing.

The City's Community Infrastructure Planning and Infrastructure Project Delivery teams have extensive experience in the delivery of large Capital Projects including the planning, design and construction phases. The next phase of the project will be to further develop the project designs to enable the project to be tender ready for construction, during the design development additional project cost estimates will be prepared to assist in the management of project budget control. The City looks forward to providing updates and liaising with the BMS and delivering the facility pending Council support.

Question

4. Could you provide a breakdown of the budget figures or is it lump sum?

Response

Building Construction

<u>Item</u>	<u>Rate</u>	<u>Total</u>
Men's Shed Construction (Opt 1 - Precast Construction)	3,266	1,306,745
Preliminaries (12%)		157,000
Building Works Sub Total		1,463,745
Site Preparation		78,950
Roads, Footpaths, Paved Areas		175,110
Landscaping and Improvements		10,000
Boundary Walls, Fencing and Gates		22,690

<u>Item</u>	<u>Rate</u>	<u>Total</u>
Outbuilding and Covered Ways		0
Preliminaries (12%)		45,000
External Works Sub-total		331,750
External Stormwater Drainage		72,540
External Sewer Drainage		45,000
External Water Supply		61,000
External Gas		0
External Fire Protection		17,000
External Electric Light and Power		44,000
External Communications		16,000
<u>Item</u>	<u>Rate</u>	<u>Total</u>
Preliminaries (12%)		35,000
External Services Sub-total		290,540
TOTAL CONSTRUCTION COST		2,086,035
Other Project Costs		
Statutory Fee & Charges		14,600
Loose Furniture and Equipment		0
Special Equipment		0
Other Project Costs Sub-Total		14,600
Design Contingency (5%)		105,000
Construction Contingency (10%)		209,000
Professional Fees and Disbursement		242,000
Gross project cost (at current prices)		2,656,635
Escalation to Tender (October 2025)		124,000
Gross project cost (to year of construction)		2,780,635
Percent for Public Art Excluded		0
Project Management Cost (10%)		279,000
FINAL BUSINESS PLAN COST ESTIMATE		3,059,635
4.	Public Question Time	
5:03pm	The Chairperson opened Public Question Time and invited members of the Public Gallery to ask questions. The Chairperson noted that questions should relate to the business of the Committee and this is the only opportunity in the meeting for the public to ask questions. There were none.	
5:04pm	There being no further questions the Chairperson closed Public Question Time.	
5.	Confirmation of Minutes of the Previous Meeting	
	Moved Cr Hume, seconded Cr Liley: That Committee CONFIRMS the Minutes of the Corporate and Community Development Committee Meeting held on 19 November 2024, as a true and accurate record. Committee Voting (Carried) – 6/0	
6.	Matters Arising from the Previous Minutes	
	Nil	

7.	Announcement by the Person Presiding without Discussion	
	5:04pm	The Chairperson announced to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the next Council meeting.
8.	Declarations of Members and Officers Interests	
	8.1	Item CD-041/24 Anniversary Park Clubroom Redevelopment – Final Concept Plan
	Officer:	Mr Michael Holland, Director Community Development
	Type of Interest:	Impartiality
	Nature of Interest:	Mr Holland is a life member of Rockingham Rams Football Club. Mr Holland declares he will deal with the matter on its merits if required to provide advice on the matter.
	Extent of Interest:	Not Applicable
	8.2	Item CD-042/24 2025 Catalpa Concert at Sunset
	Officer:	Mr Michael Holland, Director Community Development
	Type of Interest:	Impartiality
	Nature of Interest:	Mr Holland's mother is on the Catalpa Organising Committee. Mr Holland declares he will deal with the matter on its merits if required to provide advice on the matter.
	Extent of Interest:	Not Applicable
9.	Petitions/Deputations/Presentations/Submissions	
	Nil	
10.	Matters for which the Meeting may be Closed	
	Nil	

5:06pm Ms Helen Savage joined the meeting.

11.	Bulletin Items
	<p>Corporate and General Management Services Information Bulletin – December 2024</p> <p>Corporate Services</p> <ol style="list-style-type: none"> 1. Corporate Services Team Overview 2. Project Status Reports <ol style="list-style-type: none"> 2.1 Online Rostering 2.2 Microsoft 365 2.3 Follow Me Printing 2.4 Network Redesign and Implementation 2.5 Food Organic Garden Organic (FOGO) Waste Collection and Processing Service

<ul style="list-style-type: none">3. Information Items<ul style="list-style-type: none">3.1 List of Payments November 20243.2 Monthly Financial Management Report October 20243.3 Amendment to Rate Record – Non-Rateable Land3.4 Amendment to Rate Record – Write Off3.5 Awarding of Tenders by CEO - Delegated Authority3.6 Lease Tenure Matters3.7 Leased Property Maintenance Grants3.8 Delegated Authority to Dispose of Property by way of Lease3.9 Development Contribution Scheme <p>General Management Services Directorate</p> <ul style="list-style-type: none">1. General Management Services Team Overview2. Project Status Reports3. Information Items<ul style="list-style-type: none">3.1 Meetings and Events3.2 Use of the Common Seal <p>Governance and Councillor Support</p> <ul style="list-style-type: none">1. Governance and Councillor Support Team Overview2. Project Status Reports3. Information Items<ul style="list-style-type: none">3.1 Freedom of Information (FOI) Requests3.2 Council Member Requests3.3 Citzenships3.4 Coming Events3.5 Notice of Motion – Status Report <p>Human Resources</p> <ul style="list-style-type: none">1. Human Resources Team Overview2. Project Status Reports3. Information Items<ul style="list-style-type: none">3.1 Recruitment3.2 Workplace Health and Safety Statistics <p>Strategy, Marketing and Communications</p> <ul style="list-style-type: none">1. Strategy, Marketing and Communications Team Overview2. Project Status Reports<ul style="list-style-type: none">2.1 Resident Perception Survey 20243. Information Items<ul style="list-style-type: none">3.1 Team Plan3.2 Community Engagement – Share your thoughts3.3 Social Media3.4 Media Tracking <p>Legal Services and General Counsel</p> <ul style="list-style-type: none">1. Legal Services & General Counsel Team Overview2. Project Status Reports3. Information Items<ul style="list-style-type: none">Provision of Legal Advice<ul style="list-style-type: none">3.1 Legal Advice – Local Government Operational Matters3.2 Litigation

Committee Recommendation

Moved Cr Liley, seconded Cr Crichton:

That Council Members acknowledge having read the Corporate and General Management Services Information Bulletin – December 2024 and the content be accepted.

Committee Voting (Carried) – 6/0

<p>Community Development Information Bulletin – December 2024</p> <p>Community Safety and Support Services</p> <ol style="list-style-type: none">1. Community Safety and Support Services Team Overview2. Project Status Reports<ol style="list-style-type: none">2.1 Alcohol Management Plan2.2 Community Hub Feasibility Study2.3 CCTV Plan2.4 Assertive Outreach2.5 Social Connection and Support Pilot Project2.6 Crisis/Supported Accommodation3. Information Items<ol style="list-style-type: none">3.1 Community Support Services3.2 Rockingham Connect Community Transport Project3.3 Community Safety <p>Library Services</p> <ol style="list-style-type: none">1. Library Services Team Overview2. Project Status Reports3. Information Items<ol style="list-style-type: none">3.1 October 2024 Library Services Statistics3.2 Mary Davies Library and Community Centre3.3 Baldivis South Community Centre3.4 Rockingham Library3.5 Safety Bay Library3.6 Warnbro Community Library3.7 October 2024 Library Facebook Statistics <p>Community Infrastructure Planning</p> <ol style="list-style-type: none">1. Community Infrastructure Planning Team Overview2. Project Status Reports3. Information Items<ol style="list-style-type: none">3.1 Aqua Jetty Stage 23.2 Baldivis District Sporting Complex3.3 Safety Bay Foreshore Community Facility Development3.4 Stan Twight Reserve Clubroom Redevelopment3.5 Anniversary Park Clubroom Redevelopment3.6 Baldivis Recreation Reserve Master Plan3.7 Lark Hill Sportsplex Northern Expansion <p>Community Capacity Building</p> <ol style="list-style-type: none">1. Community Capacity Building Team Overview2. Project Status Reports<ol style="list-style-type: none">2.1 Seniors Strategy2.2 Cultural Development and the Arts Strategy

	<ul style="list-style-type: none">3. Information Items<ul style="list-style-type: none">3.1 Grants3.2 Disability Access and Inclusion3.3 Reconciliation Action Plan3.4 Seniors3.5 City Volunteer Program3.6 Rockingham Volunteer Centre (RVC)3.7 Early Years, Children and Families3.8 Sport and Recreation3.9 Health and Wellbeing3.10 Youth Development3.11 Cultural Development and the Arts3.12 Rockingham Arts Centre
	<p>Community and Leisure Facilities</p> <ul style="list-style-type: none">1. Community and Leisure Facilities Team Overview2. Project Status Reports<ul style="list-style-type: none">2.1 Rockingham Lotteries House Relocation and Community Hub Development3. Information Items<ul style="list-style-type: none">3.1 Aqua Jetty3.2 Warnbro Community Recreation Centre3.3 Mike Barnett Sports Complex3.4 Rockingham Aquatic Centre3.5 Gary Holland Community Centre3.6 Autumn Centre3.7 Baldivis Indoor Sports Complex
	<p>Economic Development and Tourism</p> <ul style="list-style-type: none">1. Economic Development and Tourism Team Overview2. Project Status Reports<ul style="list-style-type: none">2.1 Local Business Development2.2 Economic Development Strategy2.3 Iconic Economic Development / Tourism Events2.4 Rockingham Discovery Centre2.5 Destination Marketing2.6 Visitor Servicing Fee for Service2.7 Mobile Visitor Service Unit3. Information Items<ul style="list-style-type: none">3.1 Stakeholder Engagement - Economic Development and Tourism

Committee Recommendation

Moved Cr Liley, seconded Cr Hume:

That Council Members acknowledge having read the Community Development Information Bulletin – December 2024 and the content be accepted.

Committee Voting (Carried) – 6/0

12. Agenda Items

Corporate Services

Corporate Services Director and Support



Report number / title:	CS-024/24	City Business Plan 2025/2026 to 2034/2035 (December 2024)¹
File number:	CPM/7-3	
Proponent/s:		
Author:	Mr Alvin Santiago, Manager Financial Services	
Other Contributors:	Mr John Pearson, Director Corporate Services	
Date of Committee Meeting:	10 December 2024	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's Role:	Executive	
Attachments:	1. City Business Plan 2025/2026 to 2034/2035 (December 2024)	
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

The purpose of the report is to adopt the City Business Plan 2025/2026 to 2034/2035.

Background

The City of Rockingham's Business Plan (**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 Plan was adopted at the May 2024 Council meeting.

Details

The December 2024 edition of the Plan is not prepared to meet the statutory requirements of the *Local Government Act 1995*. This occurs in the May 2025 edition. In essence the main strategic direction and parameters as adopted in May and this edition assists in Annual Budget creation and adoption.

¹ Absolute Majority removed from the heading of report item CS-024/24 as the voting requirements are Simple Majority.

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

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

Community Infrastructure Plan (CIP) Projects	Construction Start Year	Total Project Cost
Anniversary Park Clubroom Redevelopment	2025/2026	\$4,467,440
Autumn Centre Redevelopment	2025/2026	\$3,300,000
Safety Bay Foreshore Community Facility	2026/2027	\$11,000,000
Aqua Jetty Stage Two	2026/2027	\$33,400,000
Rockingham Foreshore Activity Node	2027/2028	\$3,441,910
Warnbro Community Recreation Centre Redevelopment	2027/2028	\$6,399,380
East Baldivis Recreation Reserve	2028/2029	\$8,088,900
Baldivis Outdoor Courts	2029/2030	\$1,537,900
Secret Harbour Community Library	2029/2030	\$1,649,310
Rockingham Aquatic Centre Redevelopment	2029/2030	\$21,515,523
Waikiki/Warnbro Outdoor Recreation Space	2031/2032	\$1,427,100
Lark Hill Sportsplex Northern Expansion – Ovals and Sports Pavilion	2031/2032	\$23,998,391
Arpenteur Park Master Plan	2033/2034	\$4,138,705

Other Civic/Civil Development	Construction Start Year	Total Project Cost
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 Plan document and Community Infrastructure Plan (**CIP**). These dates may change depending on the accuracy of these assumptions.

The preparation of the Business Plan involves establishing various key assumptions to develop financial estimates based on a combination of historical data, trend analysis, and judgment. It incorporates using actual or budget figures from past financial years as a baseline and applying Consumer Price Index (**CPI**) and other cost escalation adjustments.

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 understood.
- 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 (**RBA**), the CPI nationally is targeted to be between 2% and 3%. 12-month CPI as of June 2024 and September 2024 is 3.8% and 2.8%, respectively. Consequently, a CPI of 3% is used for conservative forecasting.
- Rate increases for the first and second year of the plan are 3.9%, year three and four of the plan is 3.8%, and years five onwards at 3.5%. The Plan allows 0.25% of rates from year one to year three 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 up to 2027/2028. 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 of Rockingham is a minimum Financial Assistance Grant (**FAGs**) local government and receives FAGs in line with population growth. This is anticipated to grow in line with population and can be reasonably anticipated.
- Grants for major capital programs will be available on some occasions. With the exception of road grants, capital grants have been included where known and approved. Capital road grants have been averaged or included as expected for the duration of the Plan.
- Recurring operational grants have been calculated to increase by 3% per annum.
- Contributions and reimbursements have been calculated to increase at 3% per annum.
- The City's fees and charges will be put before Council prior to budget adoption, with the annual yield of these expected to be increased by at least 3% per annum.
- Increases in the sanitation charges will be in line with expense requirements and are submitted to Council via the fees and charges.
- It is still uncertain whether interest rates could increase or decrease based on recent RBA announcements. The base amount of interest income on the City's "unrestricted funds" however, has been increased in year one to reflect the higher interest earned in recent years but is forecasted to remain static from year two onwards. Cash holdings are expected to decline upon completion of the current carryforward projects and therefore lower interest income. 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 over 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.
- For all other income, allowances have been made for these to increase by approximately 3% per annum. There is a close watch on landfill revenue, to which uncertainty exists. 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.
- Materials and contractors can fluctuate depending upon what is planned in each year. A base figure used from a modified prior average of the last five years, with 3% annual increases. It is traditionally very difficult to predict.
- Utilities have been calculated to increase at 3% per annum. Historically this has been difficult to estimate, particularly related to electricity costs. Unit rates for power have been known to increase in past years by much more than inflation.
- Insurances have been calculated to increase by 3% per annum. 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 3%. 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 the Plan. 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 the Plan. 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 exception of the first and final year of the Plan. The first year is directly linked to City funds to be spent on the Aqua Jetty stage 2 project which has been deferred. These funds are being allocated directly to reserves.

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 2023-2033:

Aspiration: *5. Leadership Aspiration – Transparent and accountable leadership and governance*

Outcome/Objective: *Quality Leadership – Ensure accountable and transparent governance*

d. **Policy**

This Plan has been prepared in accordance with Council Policy - Strategic Framework and was discussed at a Councillor Engagement Sessions on 12 November 2024.

e. **Financial**

Nil

f. **Legal and Statutory**

This version of the City Business Plan is not written to comply with Regulation 19DA of the *Local Government (Administration) Regulations 1996*. This occurs in May annually.

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 / Program/Project management / Natural Environment: High and Extreme Risks

Financial / 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 main differences between this Plan and the one adopted in May 2024 are:

- Anniversary Park Clubroom Redevelopment: Scheduled for 2025/26 with an updated budget of \$4.5M, offset by secured funding of \$1.09M.
- Safety Bay Foreshore Community Facility: Deferred to 2026/27.
- Lark Hill Northern Expansion: Moved earlier to 2031/32 with an updated budget of \$24M.

Several others have updated total project costs but maintain previous timelines as per the 2024 CIP:

- Rockingham Aquatic Centre Redevelopment - \$21.5M.
- Warnbro Community Recreation Centre Redevelopment - \$6.4M.
- East Baldivis Recreation Reserve (Shared Use) - \$8.1M.
- Rockingham Foreshore Activity Node - \$3.4M.
- Arpenteur Park Master Plan - \$4.1M.
- Baldivis Outdoor Courts - \$1.5M
- Secret Harbour Community Library - \$1.6M
- Waikiki/Warnbro Outdoor Recreation Space - \$1.4M

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 cost of any new item needs to be fully investigated and taken into account, with those costs projected across the years. The City continues to have significant challenges recruiting contractors and staff. Employment costs are reflective of actual costs from prior years plus anticipated growth.

Notes 3.1 to 3.7 of the Plan provides required asset management funding in accordance with adopted asset management models and plans. Importantly, Council is able to identify what actions are proposed to be taken over the coming five years. Of note is an increase in asset management allocations of \$600,000 per year to assist in maintaining new infrastructure.

Millar Road Landfill revenue is being monitored. Alternate waste treatments do not attract State Landfill Levy and revenue is going to decrease significantly once these facilities are operating. This is not easily predicable at this time. As such, the City is allowing revenue to increase marginally expecting other revenue sources. The City needs to prepare itself for a time when extraordinary revenue from this facility does not exist. This has been known for some time and adjustments have been made. 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 Plan follows the direction of prior plans and still maintains services. Councillors should note debt is planned. While this is highly variable, this Plan intends to borrow significantly. This may reduce should other revenue streams become available. Importantly, it remains within acceptable levels.

Allocations to CHRMAP have been provided for as explained in the Key Assumptions section of this report. Should this Plan prove accurate, subject to direct rate revenue allocations for four years, it is anticipated approximately \$17 million will be held in cash reserves.

Significant increases are being experienced in construction and maintenance costs which are concerning. However, these have been catered for in the CIP so therefore captured. Uncertainty remains with civil work costs given global economic conditions. Team plans, when prepared should assist in identifying some of these cost escalations.

Staffing is also significantly challenging given the very tight labour market in Western Australia, putting pressure on recruitment. This puts unprecedented pressure on labour costs, as services need to be maintained. To this end, the Plan provides for labour costs increases representative in industry trends. This will assist somewhat in attracting and retaining staff however the current labour market is very competitive and the City is unable to compete with private practice in many instances. This will continue to be closely monitored.

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ADOPTS** the December 2024 City of Rockingham Business Plan 2025/2026 to 2034/2035, as detailed in Attachment 1.

Committee Recommendation

Moved Cr Schmidt, seconded Cr Hume:

That Council **ADOPTS** the December 2024 City of Rockingham Business Plan 2025/2026 to 2034/2035, as detailed in Attachment 1.

Committee Voting (Carried) – 6/0

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

Not Applicable

Corporate Service Director and Support



Report number / title:	CS-025/24	Delegation of Authority - Tender T24/25-87 - Provision of services for the production and delivery of kitchen caddies to properties within the City of Rockingham (Absolute Majority)
File number:	T24/25-87(1)	
Proponent/s:		
Author:	Ms Helen Savage, Senior Projects Officer (Corporate Services)	
Other Contributor/s:	Mr John Pearson, Director Corporate Services	
Date of Committee meeting:	10 December 2024	
Previously before Council:	27 September 2016 (EP-030-16), 25 July 2023 (CS-015/23), 26 March 2024 (CS-007/24), 16 July 2024 (CS-018/24)	
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:		
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

For Council to approve delegated authority to the Chief Executive Officer to award Tender T24/25-87 for the provision of services for the production and delivery of kitchen caddies to properties within the City of Rockingham.

Background

In July 2023 Council approved the implementation of a Food Organics and Garden Organics (**FOGO**) waste collection and processing service for residential properties in accordance with the City of Rockingham's (**City**) Waste Plan 2020-2031 by the end of June 2025.

At the July 2024 Ordinary Council Meeting the tender from Veolia Environmental Services (Australia) Pty Ltd (**Veolia**) for the provision of services for the collection and processing of recyclable material and FOGO waste was accepted. The finalisation of this contract delayed the advertising of Tender T24/25-87.

Tender T24/25-87 - Provision of services for the production and delivery of kitchen caddies to properties within the City, was advertised in the West Australian on Saturday, 16 November 2024. It was also distributed through subscribers of Rock Port. The Tender was scheduled to close at 2.00pm, Wednesday, 11 December 2024. On the 22 November, the City received a request to extend the Request for Tender (**RFT**) submission timeframe by two weeks to allow sufficient time for the Tenderers to source a contractor for the delivery of kitchen caddy packages component on the RFT. This has been approved.

Details

The supply of kitchen caddies, two rolls of compostable liners and information packages to City households is to complement the introduction of a FOGO waste service to the properties within the district of the City. This is considered an important supportive measure for the reduction of waste contamination and is consistent with the rollout of FOGO at other Local Governments.

It is expected that all residential properties, approximately 62,000 properties will be provided with a kitchen caddy package.

The first Ordinary Council Meeting for 2025 is scheduled for 25 February 2025. Delaying the award of this tender until February 2025 will not allow enough lead time for the manufacture, supply and delivery of the product.

Implications to Consider

a. Consultation with the Community

Nil specifically on this decision however a full communication plan is being implemented to ensure all residents are aware of FOGO implementation and changes required.

b. Consultation with Government Agencies

The City has been in regular communication with the Department of Water and Environmental Regulation (**DWER**) to facilitate the introduction of a FOGO waste collection and processing service at the City in mid-2025.

c. Strategic

Waste Plan 2021 -2031

This item addresses Action 1.4 of the Waste Plan 2021-2031 to 'Introduce the Better Practice 3-bin FOGO system' by 2025.

The City's Waste Plan 2020-2031 identifies the target of making the FOGO system available to all properties that currently use the GO bin in 2025.

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 2023-2033:

Aspiration: **2. Natural Environment - A place of natural beauty where the environment is respected**

Outcome/Objective: *Protection of natural environment – Minimise waste*

Aspiration: **5. Leadership Aspiration - Transparent and accountable leadership and governance**

Outcome/Objective: *Quality Leadership - Ensure accountable and transparent governance*

d. Policy

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

e. Financial

The provision of kitchen caddies, two rolls of compostable liners and information packages to City households as it relates to Tender T24/25-87 has an adopted budget and is included within the \$1.4 million allocated cost for FOGO. This may require amendment through the budget review process next year depending on actual costs and income received.

The City has been successful for its application for funding through the “A Better Bins Plus: GO FOGO Kerbside Collection Program” project. The funding agreement is being negotiated between the State of Western Australia (represented by the Waste Authority) for an amount of \$861,000. This amount is reflective of the \$15 per household that the City is eligible to receive through the State funding program.

f. Legal and Statutory

Delegated Authority

Section 5.42 (1) of the *Local Government Act 1995 (Act)* empowers Council to delegate any of its powers to the CEO with or without conditions subject to limitations contained within Section 5.43 of the Act.

Section 5.43 (b) of the *Act* provides that Council must place a maximum limit on a delegation to accept a tender.

Tenders for Providing Goods or Services

In accordance with section 3.57 of the *Act* 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 / Program/Project management / Natural Environment: High and Extreme Risks
Financial / Health and Safety: Medium, High and Extreme Risks*

Nil

Comments

Due to the delay caused through the finalising of the contract with Veolia and the next Ordinary Council meeting being in February 2025, the approval for delegated authority to the CEO to award Tender 24/25-87 is requested.

The Tender documentation provides a timeframe for the delivery of the kitchen caddy packages to occur within the second quarter 2025. The successful Tenderer needs as long a lead time as possible given current market conditions. Council will be advised of the successful contractor and project status update through the ‘Corporate Services’ section of Council Bulletin.

Should the delegation not be supported, a Special Council Meeting will need to occur to award the Tender.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council **DELEGATES** authority to the Chief Executive Officer to award Tender T24/25-87 and enter into a contract for the provision of services for the production and delivery of kitchen caddies to properties within the City of Rockingham subject to the consideration for payment being within the approved budget.

Committee Recommendation

Moved Cr Hume, seconded Cr Crichton:

That Council **DELEGATES** authority to the Chief Executive Officer to award Tender T24/25-87 and enter into a contract for the provision of services for the production and delivery of kitchen caddies to properties within the City of Rockingham subject to the consideration for payment being within the approved budget.

Committee Voting (Carried) – 6/0

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

Not Applicable

General Management Services

General Management Services Governance and Councillor Support



Report number / title:	GM-030/24 Annual Report and Annual Electors Meeting 2023/2024 (<i>Absolute Majority</i>)
File number:	IFM/26 and GVR/60
Proponent/s:	
Author:	Mr Jim Olynyk, Manager Governance and Councillor Support
Other Contributor/s:	
Date of Committee meeting:	10 December 2024
Previously before Council:	
Disclosure of Interest:	
Nature of Council's role:	Executive
Attachments:	1. Draft Annual Report 2023/2024
Maps/Diagrams:	
Site:	
Lot Area:	

Purpose of Report

To adopt the City of Rockingham Annual Report for 2023/2024 and confirm the date set for the Annual Electors Meeting (**AEM**).

Background

The statutory Annual Report is prepared to advise the Community on the activities of the local government and includes the audited Annual Financial Report. The Annual Report also contains an overview of the Plan for the Future.

The Annual Report is to be accepted by the local government no later than 31 December each year. However, should the auditor's report not be available in time for the Annual Report to be accepted by 31 December, then the local government is to accept the Annual Report no later than two months after the auditor's report becomes available.

The local government is required to prepare, adopt and advertise its Annual Report, prior to the AEM. The AEM for 2023/2024 is proposed to be scheduled for 6pm Thursday 6 February 2025, which is a similar timeframe to the 2022/2023 AEM.

Details

The Financial Report and Independent Auditor's Report was provided to the Audit Committee at its meeting on 27 November 2024. On recommendation from the Audit Committee these Reports will be combined with the Annual Report for final consideration by Council at its meeting on Tuesday 17 December 2024.

Implications to Consider

a. Consultation with the Community

The availability of the Annual Report is advertised in conjunction with the public notice statutory advertising required for the Annual Electors Meeting. Advertising will appear in the local press, City website, social media platform, libraries and notice boards.

Statutory advertising is required to be carried out requiring the Chief Executive Officer to convene an electors' meeting by giving at least 14 days' local public notice.

b. Consultation with Government Agencies

Nil

c. Strategic

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 2023-2033:

Aspiration: **5. Leadership Aspiration - Transparent and accountable leadership and governance**

Outcome/Objective: *Quality Leadership - Ensure accountable and transparent governance*

d. Policy

Council Policy - Recording and Streaming Council, Standing Committees and Annual Electors Meetings, adopted by Council in August 2023 states:

'Council Meetings, Standing Committee Meetings and the Annual Electors Meeting must be streamed online via the City's website, with the exception of confidential items in accordance with Section 5.23 of the Local Government Act 1995 (the Act) and periods of adjournment or as determined by the Presiding Member in accordance with the City of Rockingham Standing Orders Local Law 2001 (Standing Orders).'

e. Financial

Live streaming of the Annual Electors Meeting will cost in the vicinity of \$8000.00 (ex GST). There are no other significant financial implications evident at this time other than the costs associated with publication of the Annual Report and statutory advertising.

f. Legal and Statutory

In accordance with section 5.27 of the *Local Government Act 1995 (Act)*, a general meeting of electors of a district is to be held once every financial year. The meeting is to be held not more than 56 days after the local government accepts the annual report for the previous financial year.

A local government is to prepare an annual report for each financial year, section 5.53(1).

The content of the Annual Report, includes a report from the Mayor, a report from the Chief Executive Officer, an overview of the plan for the future, the financial reports for the year under review, the auditor's report, and specified information including that relating to employees, disability services, and complaints, section 5.53(2).

Section 5.54 of the Act requires Council to accept the Annual Report no later than 31 December each year.

However, should the auditor's report not be available in time for the Annual Report to be accepted by 31 December, then the local government is to accept the Annual Report no later than two months after the auditor's report becomes available.

The Chief Executive Officer is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government, section 5.55.

Section 5.27 of the Act and Part 3 of the *Local Government (Administration) Regulations 1996* specify the legislative requirements for Annual Electors Meeting, including when a meeting is to be held, the matters to be discussed (Annual Report and other General Business), who may vote and how, and the procedure as determined by the presiding member of the meeting.

Section 5.33 of the Act requires that decisions made at the Electors meeting are to be considered at the next Ordinary Council Meeting or if that is not practicable, the first Ordinary Council Meeting after that meeting.

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 / Program/Project management / Natural Environment : High and Extreme Risks
Financial / Health and Safety : Medium, High and Extreme Risks

Nil

Comments

To facilitate the process of holding the AEM Meeting in a timely manner Council consideration of the Annual Report, including the Financial Report, for 2023/2024 is sought.

If Council adopts the Annual Report for 2023/2024 the Annual Electors Meeting must be held no later than 56 days after this resolution, that being 11 February 2025.

Council in November 2023, GM-035/23, resolved to conduct the 2022/2023 Annual Electors Meeting in the first week of February the following year. Based upon this resolution it is proposed to hold the Annual Electors Meeting at 6pm on Thursday 6 February 2025 and in accordance with Council Policy - Recording and Streaming Council, Standing Committees and Annual Electors Meetings, this meeting will be streamed live on the City’s website.

The table below includes historical timing and meeting attendance at the AEM.

Meeting dates	Elector attendees	Start time	Finish time	Livestream Unique Views
Thursday 8 February 2024	55	6:00pm	8:11pm	81
Wednesday 21 December 2022	59	6:00pm	8:17pm	-
Wednesday 22 December 2021	31	6:00pm	7:51pm	-
Wednesday 16 December 2020	60	6:00pm	8:07pm	-
Wednesday 18 December 2019	55	6:00pm	7:19pm	-
Wednesday 19 December 2018	32	6:00pm	8:30pm	-
Wednesday 20 December 2017	8	6:00pm	6:56pm	-
Wednesday 21 December 2016	1	6:05pm	6:10pm	-
Wednesday 16 December 2015	8	6:00pm	6:58pm	-
Wednesday 17 December 2014	5	6:00pm	6:52pm	-
Tuesday 17 December 2013	14	6:00pm	6:50pm	-
Tuesday 18 December 2012	10	6:00pm	6:35pm	-

Table1: Annual Elector Meeting Data

Voting Requirements

Absolute Majority

Officer Recommendation

That Council:

1. **ADOPTS** the Annual Report for the financial year ending 30 June 2024, as detailed in Attachment 1.
2. **APPROVES** the Annual Electors Meeting for 2023/2024 to be held on Thursday 6 February 2025 commencing at 6pm.

Committee Recommendation

Note: Minor amendments to be made to Councillor profiles on pages 29 and 32 of the Annual Report prior to the December 2024 Council meeting.

Moved Cr Schmidt, seconded Cr Middlecoat:

That Council:

1. **ADOPTS** the Annual Report for the financial year ending 30 June 2024, as detailed in Attachment 1.
2. **APPROVES** the Annual Electors Meeting for 2023/2024 to be held on Thursday 6 February 2025 commencing at 6pm.


Committee Voting (Carried) – 6/0

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

Not Applicable

Community Development

Mr Michael Holland, Director Community Development declared an impartiality interest in Item CD-041/24 Anniversary Park Clubroom Redevelopment – Final Concept Plan (refer to Item 8 for specific details).

Community Development		
Community Infrastructure Planning		
Report number / title:	CD-041/24	Anniversary Park Clubroom Redevelopment – Final Concept Plan
File number:	CPR/895	
Proponent/s:		
Author:	Mr Blake Warner, Community Infrastructure Project Officer Mr Matthew Emmott, Manager Community Infrastructure Planning	
Other Contributor/s:		
Date of Committee meeting:	10 December 2024	
Previously before Council:	CD-024/15 (16 June 2015)	
Disclosure of Interest:	Mr Michael Holland, Director Community Development declared an Impartiality Interest in Item CD-041/24 Anniversary Park Clubroom Redevelopment – Final Concept Plan, as detailed in Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> , as he is a life member of Rockingham Rams Football Club. Mr Holland declares he will deal with the matter on its merits if required to provide advice on the matter.	
Nature of Council's role:	Executive	
Attachments:	1. Anniversary Park Clubroom Redevelopment Final Concept Plan (including the site layout and building floor plan)	
Maps / Diagrams:	1. Aerial Image: Anniversary Park	
Site:	Anniversary Park, Reserve No. 31572, Rockingham	
Lot Area:	78,376m ² (Lots 537, 538, 539)	

Purpose of Report

To seek Council endorsement of the Anniversary Park Clubroom Redevelopment Final Concept Plan to enable the project to proceed to schematic and detailed design.

Background

Anniversary Park is classified as a Sub District level active open space reserve as per the City of Rockingham (**City**) Community Infrastructure Plan 2024/2025 (**CIP**) and is located at Hebron Street in Rockingham, near the Rockingham City Centre. The reserve is over 78,000m² in size, and represents significant active and passive public open space and community facilities for the Rockingham community.



1. Aerial Image: Anniversary Park

The Anniversary Park Master Plan (**APMP**) was endorsed by Council in 2015 with a review and updated plan including revised building concept plans completed in September 2023. The overall vision of the plan is for the reserve to be supported by a contemporary multi-purpose facility that is flexible, inclusive and provides functional and gender equitable facilities for current and future community needs.

During the development of the APMP in 2023, the Rockingham Men's Shed were consulted as a current user of the reserve. As identified during previous discussions between City Officers and members of the Men's Shed Committee, the group's ability to grow at Anniversary Park would be limited. This is due to both the space available to them not being suitable to accommodate larger facilities, along with the fact that as an Active Sporting Reserve Anniversary Park is not the most suitable site for the group. The Rockingham Hobby Hub Feasibility Study (**Study**) was being undertaken at the same time as the APMP. The Rockingham Men's Shed were a key stakeholder in this project due to their need to have access to a larger facility to accommodate their activities and members. The Study reviewed the needs of the Men's Shed and recommended a co-location with the Rockingham District Rock and Gem Hunting Club on a more appropriate site. In September 2023 Council resolved as follows:

That Council:

1. *ENDORSES the Rockingham Hobby Hub Feasibility Study.*
2. *SUPPORTS the staged implementation of the Rockingham Hobby Hub commencing with the co-location of the Rockingham Men's Shed and Rockingham District Rock and Gem Hunting Club.*
3. *CONSIDERS allocating funding of \$3.6M towards to the implementation of the Rockingham Hobby Hub as part of a future Business Plan.*

The CIP identifies the construction of the Anniversary Park Clubroom Redevelopment commencing in the 2025/2026 financial year. The CIP identified that the scope for this project includes redevelopment of the existing clubroom building, construction of a new changeroom and demolition of the existing western change room building. The APMP aims to ensure the reserve and facilities will continue to serve the needs of the current and future community and key user groups.

In August 2024, MODE Design PTY Ltd (**MODE**) were appointed as the successful architect to deliver the concept, schematic and detailed designs for the project.

The final site layout and building concept plans completed by MODE have been guided by the final Master Plan documentation. Refinements of the plans have been undertaken through consultation with the project team, and external stakeholders including the main club user group. The final designs have focussed on maximising the site in an efficient and cost effective manner with an improved relationship between the clubroom and changeroom buildings. The Rockingham Football, Sporting and Social Club (**RFSSC**) as the main user group of the reserve and lessee of the clubroom building, have been consulted throughout the design process and have provided their support for the final concept designs as presented in this report.

Details

The Final Concept Plan including the building floor plan and the site layout plan have been produced in line with the City's Sports and Community Facility Provision Policy (**SCFPP**) and standards and dimensions guide. The design incorporates two separate buildings with separation of services to enable separate management of the change rooms by the City and the continued leasing of the clubrooms to the RFSSC. The final floor plan has been developed to ensure the most cost effective and functional layout of the facility. The design ensures that the building will be functional for all user groups and supports participation (both players and umpires) for all genders and ages, through the inclusive design.



Artist impression - Anniversary Park buildings view from the West

The table below outlines the key spaces that will be included in the final clubroom and changeroom designs:

Functional Space	Size (m ²)
Community/City Managed Spaces	
Changerooms	64m ² x 1, 50m ² x 1
Umpires change room	18m ²
Cleaners Store	6m ²
IT Room	9m ²
First Aid Room	14m ²
Universal Accessible Toilet	10m ²
External Storage	25m ² x 1, 20m ² x 1

Rockingham Football, Sporting and Social Club/Leased Spaces	
Function room	254m ²
Changerooms	72m ² x 1, 66m ² x 1
Internal store/Furniture store (facility)	23m ²
Functional Space	Size (m²)
Administration Room/Office	15m ²
Kitchen/kiosk	35m ²
Bar/cool room (existing)	21m ²
Toilets/UAT	46m ²
External Store	15m ²
Cleaners Store	4m ²

Implications to Consider

a. Consultation with the Community

Community Engagement

The Anniversary Park Clubrooms Master Plan completed in 2023 included community consultation with the wider community. The community were advised of the Master Plan and the proposed redevelopment through a Rock Port post, and the City's website through a survey on the Share Your Thoughts page. There were forty-nine responses to the survey received during the two week duration of the public comment period in February 2023.

The Survey was structured to ensure responses obtained were relevant to the project. Responses outlined a number of key requirements for the project which are summarised below:

- The size of the function / club room needs to be retained;
- All change rooms should be gender equitable that can accommodate up to 30 people at a time;
- The toilets (male, female and disabled) should be improved to current BCA standards;
- The umpires room should be improved, enabling it to cater for two people at once;
- Store rooms external (including a bin storeroom) and internal;
- An elevated covered veranda is required on the western side of the pavilion with a view to western playing fields;
- The aesthetics of the building and surrounds needs to be more welcoming and visually appealing;
- Lighting in and around the building must be improved to enhance personnel safety; and
- Improvements in the cleanliness of building needs to occur.

During the development of the 2023 Master Plan, the City also met with key stakeholders of the site including the:

- Rockingham Football Social and Sporting Club; and
- Rockingham Men's Shed.

During the development of the Final Concept Plan shown in Attachment 1, City Officers met with the RFSSC and the Rockingham Vipers Gridiron Club as the summer tenant (utilising the western oval and change room building) to obtain their comments and feedback.

b. Consultation with Government and Other Agencies

Officers have liaised and met with representatives from the Department of Local Government Sport and Cultural Industries as part of the City's application for the successful Community Sports and Recreation Facilities Fund and the Western Australian Football Commission.

c. Strategic

Community Plan

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

Aspiration 2: *Grow and Nurture Community Connectedness and Wellbeing*

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

Aspiration 3: *Plan for Future Generations*

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

d. Policy

The Anniversary Park Clubroom Redevelopment project has been listed in the Community Infrastructure Plan (**CIP**) since 2015. The CIP is a strategic document, reviewed annually in accordance with the City's Strategic Framework Policy.

The Anniversary Park Clubroom and Changeroom Final Concept Plan has been developed in line with the Council's Sport and Community Facility Provision Policy. This Policy is supported by the Standards and Dimensions Guide which assists in the development of sporting and community infrastructure based on State and National Sporting Association preferred infrastructure guidelines.

e. Financial

Council endorsed the 2024/2025 CIP with a construction cost estimate of \$4.467 million for the Anniversary Park Clubroom Redevelopment project.

The final Concept Plan, Attachment 1, cost estimate is \$4,162,315. This is a total project cost figure which is inclusive of contingencies, preliminaries, project management costs and escalations.

The City applied for an external grant through the Department of Local Government, Sport and Cultural Industries; Community Sport and Recreation Facility Funds grant towards the cost of the project, which was successful for the amount \$1,089,463.75.

f. Legal and Statutory

Lots 537, 538 and 539 are Crown Land with the Management Order issued to the City of Rockingham for the purposes of recreation and public recreation. Power to lease or license is included within the Management Order for Lot 538 and Lot 539.

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 / Program/Project management / Natural Environment : High and Extreme Risks

Financial / Health and Safety : Medium, High and Extreme Risks

Nil

Comments

Community and recreation facilities and public open space play a vital role in providing for both active and passive recreation. These areas are valued by communities, not only for the formalised recreational opportunities, but also for their leisure and non-formal recreational opportunities.

A number of existing community and sporting facilities are no longer considered to be fit for purpose as they do not meet community needs due to changing demands/usage, changes in building compliance, poor or declining functional capacity and physical deterioration of the asset. As such, the purpose of the Anniversary Park Clubroom Redevelopment project guided by the APMP is to ensure that this important active reserve is developed in such a manner as to ensure the reserve and associated infrastructure meets current and future user group requirements. It also ensures that the reserve is developed in a manner consistent with community expectations. As such, the APMP plays an important role in ensuring the reserve remains well activated and is able to evolve with community needs.

The Final Concept Plan presented to Council reflects contemporary facility design that improve the overall facility compliance and functionality, which includes the provision of gender equitable change rooms and umpires change rooms in line with the City's SCFPP Standards and Dimension Guide. The end outcome will provide a modernised multipurpose facility within the Coastal North Sub District to support the current facility users as well as future users.

Through ongoing consultation with the RFSSC who will continue to be the main user of the facility, Officers have been able to work with the project architect to produce designs that are compatible with their needs. The designs have been developed to ensure that the reserve, clubroom and changerooms buildings will be well activated and have the ability to grow with community needs. The design has considered current industry trends to produce an inclusive and functional design that caters for both male and female participation both on the sporting field and within the sporting club setting.

As part of the project the western oval changeroom building will be demolished with a new changeroom building constructed adjacent to the existing club room building. This presents the opportunity to stage the construction activities with the western oval changeroom building being able to be utilised during the construction of the new facilities, and demolished once all other works are completed.

Council's endorsement of the Final Concept Plan which includes the site layout and building floor plans will enable the project to progress to the schematic and detailed design phases. Following the completion of the detailed design anticipated for June 2025, the City will be able to call for tenders to enable construction to commence in 2025/2026.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ENDORSES** the Anniversary Park Clubroom Redevelopment Final Concept Plan, Attachment 1, to enable the project to proceed to schematic and detailed design.

Committee Recommendation

Moved Cr Schmidt, seconded Cr Hume:


That Council **ENDORSES** the Anniversary Park Clubroom Redevelopment Final Concept Plan, Attachment 1, to enable the project to proceed to schematic and detailed design.

Committee Voting (Carried) – 6/0

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

Not Applicable

Mr Michael Holland, Director Community Development declared an impartiality interest in Item CD-042/24 2025 Catalpa Concert at Sunset (refer to Item 8 for specific details).

<h2 style="margin: 0;">Community Development</h2> <h2 style="margin: 0;">Economic Development and Tourism</h2>		
Report number / title:	CD-042/24	2025 Catalpa Concert at Sunset
File number:	GRS/75	
Proponent/s:	Partnerships with Purpose WA Inc.	
Author:	Ms Melissa James, Manager Economic Development and Tourism	
Other Contributor/s:	Ms Amanda Fairhead, Community Grants Officer Ms Tamsin Furr, Senior Tourism Development Officer	
Date of Committee meeting:	10 December 2024	
Previously before Council:	18 October 2022 (CD-030/22), 28 November 2023 (CD-026/23), 26 November 2024 (CD-037/24)	
Disclosure of Interest:	Mr Michael Holland, Director Community Development declared an Impartiality Interest in Item CD-042/24 Catalpa Festival 2025, as detailed in Regulation 22 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i> , as his mother is on the Catalpa Organising Committee. Mr Holland declares he will deal with the matter on its merits if required to provide advice on the matter.	
Nature of Council's role:	Executive	
Attachments:		
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

For Council to consider providing funding to Partnerships with Purpose WA Inc. (**PWPWA**) through the Community Grants Program (**CGP**) – Major Events Sponsorship for the delivery of the 2025 Catalpa Concert at Sunset.

Background

The Catalpa Adventure Festival was previously delivered in 2023 and 2024 by Tourism Rockingham Inc. on behalf of the Catalpa Committee.

In 2022, Council approved a funding amount of \$56,260 for the delivery of the 2023 Rockingham Catalpa Adventure Festival (**RCAF**) through Iconic Event Sponsorship. The Iconic Event Sponsorship application was later withdrew, and Tourism Rockingham Inc. applied for \$20,000 funding through the Community Grants Program – Major Events to deliver the RCAF in April 2023.

In 2024, Council approved a funding amount of \$74,480 through Iconic Event Sponsorship to Tourism Rockingham Inc. for the delivery of the RCAF delivered in March 2024.

An Iconic Event Sponsorship Application was received from Partnerships with Purpose WA Inc. (**PWPWA**) for the 2025 Catalpa Festival and presented to the Corporate and Community Development Committee on 19 November 2024, resulting in the below Committee recommendation:

That Council:

1. **APPROVES** the Iconic Event Sponsorship funding to Partnerships with Purpose WA Inc. for a maximum amount of \$100,000 plus GST for the hosting and running of the Rockingham Catalpa Festival, noting that \$30,000 will be retained subject to a partnership being secured with a key media partner.
2. **ACCEPTS** the following schedule of dates and funding contributions to be payable to Partnerships with Purpose WA Inc. subject to meeting the requirements set out in the Rockingham Catalpa Festival Event Funding Schedule detailed within the Proposed Funding Breakdown section of the report:
 - \$7,000 payable upon entering into agreement;
 - \$14,000 payable as of 1 January 2025;
 - \$21,000 payable as of 1 March 2025;
 - \$21,000 payable as of 17 March 2025; and
 - \$7,000 payable upon receipt of the post event evaluation report to be received no later than 30 June 2025.
 - \$30,000 to be retained, and payable subject to written confirmation by a key media partner that an event partnership has been secured.
3. **REQUESTS** that Partnerships with Purpose WA Inc. provide a post event report, which identifies all specific event activities undertaken together with an economic and social impact assessment, including methodology and rationale used to measure any increase in visitation to the Rockingham Foreshore resulting from the Rockingham Catalpa Festival.

On 21 November 2024, written notification was received from PWPWA advising that due to a number of unforeseen circumstances, including the withdrawal of the professional event management company Spirit Events, the proposed iconic event is unable to be delivered in March 2025.

PWPWA requested that the Iconic Event Sponsorship proposal be withdrawn, and replaced with a CGP – Major Events Sponsorship application. In response to this, Officers presented an amended Officer recommendation to Council at its Ordinary Council Meeting on Tuesday 26 November, where Council resolved the following:

*That Council **DEFERS** the application to the December 2024 Ordinary Council Meeting to allow the proponent to submit a formal major grant application.*

Council Policy – Community Grants Program states that the Community Grants Program Committee will consider applications for Major Grants, Major Events Sponsorship, Community Infrastructure Planning and Capital Grants, and Heritage Grants through two funding rounds per annum. Round Two for the 2024/2025 period closed at 4.30pm on Friday 6 September 2024.

Details

Following Council's resolution at the November Ordinary Council Meeting, Officers contacted PWPWA and requested that a CGP – Major Events Sponsorship application be submitted as soon as possible for assessment.

Below is a summary of the CGP – Major Events Sponsorship application received on Friday 29 November, 2024.

Project/event name	Catalpa Concert at Sunset
Amount requested	\$19,944.64
Event and Term	Economic Event – One Year
Items requested to be funded	Costs associated with: <ul style="list-style-type: none"> • Security • Photography and Videographer • Roadside Banner

	<ul style="list-style-type: none"> • Toilet Hire • Temporary Fence Hire • Festoon Lighting • Marque Structure, marque, table and chair hire • PA Audio • MC Stage • Ambulance • Historical Events • Junior Artists • Irish Dancers
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Applicant Overview

PWPWA is a not-for-profit charity that was established shortly after the Rockingham Charity Gala in 2023 and officially started on 18 April, 2024. Currently there are seven (7) founding members of PWPWA who are community connectors that build networks and create synergies within the local area. They offer governance and organisational support to many community groups and not-for-profits in the region.

Program Overview

Location	Churchill Park, Rockingham Beach Road, Rockingham
Date and time	Saturday 29 March 2025, 3-9pm
Expected number of attendees/ participants	5,000

The Catalpa Concert at Sunset is a family-friendly event that commemorates one of the most remarkable prison breaks in Australian history—the escape and rescue of six Fenian political prisoners from British custody at Fremantle Prison in 1876. This historical escape was aided by the Catalpa, an American-owned ship that picked up the prisoners off Rockingham Beach, evaded British pursuit, and carried them to freedom.

Named after the Catalpa, this community event has been held annually for the last two years under Tourism Rockingham. Recently, it has become a subcommittee of Partnerships with Purpose, allowing for improved governance, financial accountability, and oversight to help deliver its goals for 2025 and the milestone 150th anniversary event in 2026.

The event program for the Catalpa Concert at Sunset includes:

- Live music including the Royal Australian Navy Band and local performers
- Food trucks and stalls
- Historical storytelling, including screening of the Catalpa movie
- Roaming entertainment
- Children’s activities

The Catalpa Concert at Sunset aims to raise awareness of Rockingham’s rich history, fostering a sense of community pride and belonging among residents. The 2025 Catalpa Concert at Sunset will serve as a dress rehearsal for the major 150th anniversary event in 2026, marking 150 years since the famous escape on Easter Monday.

Additional information, as stated in the application:

Short-term benefits	Free Family Event Encourage participation Community inclusion Local vendors Local business trade
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Long-term benefits	Strengthen community relationships Community Capacity Building Building greater community cohesion and spirit
Short-term Economic Benefits	Visitors to Rockingham Local Business support
Long-term Economic Benefits	Economic impact through increased spend amongst local businesses Increased awareness of Rockingham
Capacity for the event to grow in the future	<ul style="list-style-type: none"> Year 1 – 5,000 Year 2 – 15,000 Year 3 – 20,000
Attracting overnight stays in Rockingham	<ul style="list-style-type: none"> Roughly around 10 people
Partnerships	<ul style="list-style-type: none"> Nil
City recognition	<ul style="list-style-type: none"> City logo on flyers Council Banners Acknowledgement of City's contribution (verbal and written) Social Media Media – Local Newspapers Media – outside Rockingham

Financial Overview

PWPWA has not received any grants previously from the City.

Other funding sources specified include:

Funding Agency	Amount	Approved (Yes, No or Pending)
Lotterywest	\$15,000.00	Pending
Bendigo Community Bank Rockingham	\$5,000.00	Pending
Rio Tinto	\$2,500.00	Pending

Marketing and public relations (PR) opportunities/strategies:

Type of Marketing Opportunity /Strategy and associated costs	PR and	Potential for marketing opportunities for the City	Pre-Event	During Event	Post-Event
Roadside Banners	\$671.00	Yes	✓	✓	✓
Marketing -	\$4,500.00	Yes	✓	✓	✓
Video/Photography	\$1,180.00	Yes	✓	✓	✓

Project Cost:

Expenditure	Amount (Excl. GST)	Income	Amount (Excl. GST)
Security	\$3,120.00	Organisation's Contribution	Cash \$1,638.00
Photography and videography	\$1,180.00	City of Rockingham REQUESTED Grant: <ul style="list-style-type: none"> • Security - \$3,120.00 • Photography and videography - \$1,180.00 • Roadside banner - \$671.00 • Toilet Hire - \$2,341.82 • Temporary Fence Hire - \$750.00 • Festoon Lighting - \$750.00 • Infrastructure and equipment - \$1,898.18 • PA Audio- \$6,013.64 • MC Stage - \$650.00 • Ambulance - \$1,800.00 • Historic events (various vendors donations) - \$500.00 • Junior artist - \$120.00 • Irish dancers - \$150.00 	\$19,944.64
Historic events (various small vendors to make a donation)	\$500.00		
Toilet hire	\$2,341.82		
Temporary fence hire	\$750.00		
Festoon lighting	\$750.00		
Infrastructure and equipment (marquees, tables, chairs)	\$1,898.18		
PA Audio	\$6,013.64		
MC Stage	\$650.00		
Ambulance	\$1,800.00		
Council fees	\$600.00		
Stage with canopy	\$3,500.00		
On park entertainment	\$3,635.00		
PWP event insurance	\$3,403.00		
Royal Australian Navy Band	\$1,000.00		
Junior artist	\$120.00		
Irish dancers	\$150.00	Other Grants	\$22,500.00
Irish bagpipes	\$1,500.00		
Event management	\$6,000.00		
Marketing	\$4,500.00		
Roadside banners	\$671.00		
Sub Total Expenditure	\$44,082.64	Sub Total Income	\$44,082.64

Expenditure In-Kind	
Project Management & Oversight	\$25,000.00
Volunteers – Committee 15 x 12 months	\$90,000.00
30 volunteers x 8 hours @ \$25.00	\$6,000.00
Sub Total In-Kind Expenditure	\$121,000.00

Income In-Kind	
Project Management & Oversight	\$25,000.00
Volunteers – Committee 15 x 12 months	\$90,000.00
30 volunteers x 8 hours @ \$25.00	\$6,000.00
Sub Total In-Kind Income	\$121,000.00

Total Expenditure	\$165,082.64
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Total Income	\$165,082.64
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Strategic alignment

The application aligns well with the following sections of the City's Strategic Community Plan 2023-2033:

Aspiration	Outcome	Objective
Aspiration 1 – Social A family-friendly, safe and connected community	Connected community	Provide opportunities for community engagement and participation
	Inclusive community	Build connectivity with our diverse community
Aspiration 4 – Economic A vibrant economy creating opportunities	A visitor destination	Promote the City as a place to visit

The application also aligns with the following strategy action(s):

City Strategy	Key element(s)	Action(s)
<u>Cultural Development and the Arts Strategy</u>	Key Element 3 - Events and Programs	Establish a cultural event to commemorate the Catalpa rescue

Community Grants Program Priority Area alignment

The application aligns with the following Community Grants Program Priority Areas as identified by Community Grants Program Committee in January 2024 (D24/2119):

Supports Community Wellbeing	Programs / events / activities / initiatives which: <ul style="list-style-type: none"> • Contribute to cultural development • Provide educational component, learning opportunities • Provide volunteering opportunities
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<p>Celebrates place, funds an event or champions an issue</p>	<p>Programs / events / activities / initiatives which:</p> <ul style="list-style-type: none"> • Enrich the social connections of Rockingham community, building an engaged city, promotes active community participation • Support quality programs and events that are locally led and delivered • Build sense of community, social connectedness • Increase visibility and understanding of the history, stories and character of the city through creative projects • Celebrate significant anniversaries • Activate City owned facilities/spaces.
<p>Supports Economic Development and Tourism</p>	<p>Programs / events / activities / initiatives which:</p> <ul style="list-style-type: none"> • Local or wider recognition • Provide additional economic benefits to the local business community • Enhance or promote leisure and tourism experiences for residents and visitors • Raise positive media attention/ promotion for Rockingham.
<p>Grows organisation; good governance; and/or sustainability</p>	<p>Programs / events / activities / initiatives which:</p> <ul style="list-style-type: none"> • Specifically for the establishment and capacity building of emerging organisations that require funding to assist the delivery of quality programs within Rockingham • New and improved governance structures or forward planning for local groups • Strengthen governance and accountability

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. Social - A family-friendly, safe and connected community**

Outcome/Objective: *Connected community - Provide opportunities for community engagement and participation*

Aspiration: **4. Economic - A vibrant economy creating opportunities**

Outcome/Objective: *A visitor destination - Promote the City as a place to visit*

In addition to the above, the Iconic Event Sponsorship aligns with the following Community Plan Strategies:

Tourist Destination Strategy 2024-2029

Action Item 7.4.1: Encourage and attract third parties to host iconic events

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

Council Policy – Community Grants Program states that the Community Grants Program Committee will consider applications for Major Grants, Major Events Sponsorship, Community Infrastructure Planning and Capital Grants, and Heritage Grants through two funding rounds per annum.

Officers note that the second funding round for the 2024/2025 financial year closed on Friday 6 September 2024.

e. Financial

Approximately \$279,573 remains in the Community Grants 2024/2025 budget.

If Council supports funding this event through CGP – Major Events Sponsorship, \$259,628 will remain in the CGP 2024/2025 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 / Program / Project management / Natural Environment: High and Extreme Risks
Financial / Health and Safety: Medium, High and Extreme Risks*

Nil

Comments

An Iconic Event Sponsorship application for a larger scale Catalpa Festival was presented to the November Corporate and Community Development Committee, resulting in a Committee recommendation to support the event. Prior to being presented to the November Ordinary Council Meeting, Officers were advised that the delivery of an Iconic Event would no longer be possible due to the event management company withdrawing their involvement in the larger scale iconic event.

At its Ordinary Council Meeting on Tuesday 26 November 2024, Council resolved to **DEFER** the application to the December 2024 Ordinary Council Meeting to allow the proponent to submit a formal major grant application.

An application for CGP – Major Events Sponsorship was submitted on Friday 29 November and assessed in line with the CGP Guidelines. It should be noted that this is an exceptional circumstance to assess a CGP application outside of the funding round timeframes, due to the nature of the original event application being received and assessed as an Iconic Event Sponsorship application.

Based on the information provided within the CGP – Major Events Sponsorship application, Officers are seeking Council's consideration to approve the grant application from Partnerships with Purpose for the requested amount of \$19,944.64, in support of the Catalpa Concert at Sunset event.

This funding is necessary for the provision of core infrastructure and services, including security, staging, temporary fencing, first aid and amenities required to successfully execute the event, which will be free for all local community members and visitors to attend. Financial support is also being sought via potential sponsorships from Rio Tinto, Lotterywest and Bendigo Bank.

This event celebrates a unique story in Rockingham's history, with the 150th anniversary set to take place in 2026. Given the nature of the event, being a free community event that has been established over the last two years in the annual event calendar, and noting the lead into the 150th anniversary event in 2026, the continuation of this event is supported.

In addition, the Catalpa Concert at Sunset will activate Churchill Park outside of the school holiday period, which will benefit local businesses in the area and increase incidental patronage on the day of the event. Currently, there are no other large scale events scheduled for the weekend of 29 March 2025.

As the applicant has selected for the CGP – Major Events Sponsorship application to be assessed as an economic event, Officers have generated the following in-house event assessment report for consideration using economy id.

Event Impact Assessment

The proposed Catalpa Concert at Sunset event is planned to start on 29 March 2025 and to run for one day. It is an event of local significance and is estimated to attract 5,000 visitors during the day, with an average spend per person per day of \$35 (note: average spend calculated using survey data submitted for the 2024 Catalpa Adventure Festival Post Event Report). This equals a total visitor spend of \$175,000 attributed to this event. Assuming the event will be held in the City of Rockingham, it is calculated to have the following potential impact:

	Output (\$)	Value-added (\$)	Local Jobs (annual jobs)
Direct impact	159,250	83,932	1.6
Industrial impact	54,041	25,385	0.2
Consumption impact	40,162	20,843	0.2
Total impact on City of Rockingham economy	253,453	130,160	2

Source: National Institute of Economic and Industry Research (NIEIR) ©2022. Compiled and presented in economy.id by.id (informed decisions).

Based on a proposed funding amount of \$19,944.64 from the City, and a total visitor spend of \$175,000, the Catalpa Concert at Sunset event has a projected Return on Investment (ROI) of \$8.77. As per Council Policy – Community Grants Program, an acquittal is required for all successful Major Events Sponsorship applications.

The table on the following page reflects the recommended funding amount and relevant items to be funded through the City’s CGP – Major Events Sponsorship funding, as per the budget provided within the application.

Project Cost	\$44,082.64
Amount Requested	\$19,944.64
Officer Recommendation	Approve in the amount of \$19,944.64
Items to be funded:	<ul style="list-style-type: none"> • Security - \$3,120.00 • Photography and videography - \$1,180.00 • Roadside Banners- \$671 • Toilet Hire - \$2,341.82 • Temporary Fence Hire - \$750.00 • Festoon Lighting - \$750.00 • Marquee Structure, Marquee Hire, Table and Chairs Hire - \$1,898.18 • PA Audio - \$6,013.64 • MC Stage - \$650.00

	<ul style="list-style-type: none"> • Ambulance - \$1,800.00 • Historical Events - \$500.00 • Junior Artist - \$120.00 • Irish Dancers - \$150.00
Items not to be funded:	N/A
Additional Grant Conditions	<ul style="list-style-type: none"> • Obtain approval through the City's Outdoor Event Application process for a high impact event • Provide an opportunity for City of Rockingham Mayor to speak at the event • Permit the City to obtain footage from the event for the purposes of promoting Rockingham. • Encourage event guests, participants and committee members to promote Rockingham on their social media and include the following tags: <i>Facebook: @RediscoverRockingham</i> <i>Instagram: @rediscoverrockingham</i> • Visitor/participant survey data and any relevant key findings are shared with the City as part of the post event acquittal.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **APPROVES** the funding amount of \$19,944.64 plus GST to Partnerships with Purpose WA Inc. through the City's Community Grants Program – Major Event Sponsorship for the planning and delivery of the 2025 Catalpa Concert at Sunset event.

Committee Recommendation

Moved Cr Hume, seconded Cr Crichton:

That Council **APPROVES** the funding amount of \$19,944.64 plus GST to Partnerships with Purpose WA Inc. through the City's Community Grants Program – Major Event Sponsorship for the planning and delivery of the 2025 Catalpa Concert at Sunset event.

Committee Voting (Carried) – 6/0

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

Not Applicable

13.	Reports of Council Members
	Nil
14.	Addendum Agenda
	Nil
15.	Motions of which Previous Notice has been given
	Nil
16.	Notices of motion for Consideration at the Following Meeting
	Nil
17.	Urgent Business Approved by the Person Presiding or by Decision of the Committee
	Nil
18.	Matters Behind Closed Doors
	Nil
19.	Date and Time of Next Meeting
	The next Corporate and Community Development Committee meeting will be held on Tuesday 18 February 2025 in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 5:00pm.
20.	Closure
	There being no further business, the Chairperson thanked those persons present for attending the Corporate and Community Development Committee meeting, wished everyone a Merry Christmas and Happy New Year and declared the meeting closed at 5:42pm .