



City of Rockingham

MINUTES

Corporate and Community Development Committee

Held on Tuesday 15 April 2025 at 5:00pm
City of Rockingham Council Chamber




City of Rockingham
Corporate and Community Development
Committee Minutes
5:00pm Tuesday 15 April 2025



CONTENTS

1.	Declaration of Opening	4
2.	Record of Attendance/Apologies/Approved Leave of Absence	4
3.	Responses to Previous Public Questions Taken on Notice	5
4.	Public Question Time	5
5.	Confirmation of Minutes of the Previous Meeting	5
6.	Matters Arising from the Previous Minutes	5
7.	Announcement by the Person Presiding without Discussion	5
8.	Declaration of Member's and Officer's Interest	6
9.	Petitions/Deputations/Presentations/Submissions	6
10.	Matters for which the Meeting may be Closed	6
	General Management Services	7
	GM-006/25 Global Relationship Committee Appointments (<i>Absolute Majority</i>)	7
	Community Development	9
	CD-006/25 Tertiary Scholarship Scheme Applications Semester One 2025	9
	CD-007/25 Homelessness Response Pilot Project 2025	11
11.	Bulletin Items	13
	Corporate and General Management Services Information Bulletin – April 2025	13
	Community Development Information Bulletin – April 2025	14
12.	Agenda Items – Corporate and Community Development Committee	
	Corporate Services	17
	CS-007/25 Proposed 2025/2026 Fees and Charges	17
	Community Development	21
	CD-008/25 Draft Economic Development Strategy 2025 - 2030	21
13.	Reports of Council Members	27
14.	Addendum Agenda	27
15.	Motions of which Previous Notice has been Given	27
16.	Notices of Motion for Consideration at the Following Meeting	27

17.	Urgent Business Approved by the Person Presiding or by Decision of the Committee	27
18.	Matters Behind Closed Doors	27
19.	Date and Time of Next Meeting	27
20.	Closure	27

<p style="text-align: center;">City of Rockingham Corporate and Community Development Committee Meeting Minutes Tuesday 15 April 2025 - Council Chamber</p> 																															
1.	<p>Declaration of Opening</p> <p>The Chairperson declared the Corporate and Community Development Committee meeting open at 5:02pm 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.	<p>Record of Attendance/Apologies/Approved Leave of Absence</p> <p>2.1 Council Members</p> <table> <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>Cr Dawn Jecks</td><td>Observer</td></tr> </table> <p>2.2 Executive</p> <table> <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 Bekz Rasulov</td><td>A/Manager Customer and Corporate Support</td></tr> <tr> <td>Mr Alvin Santiago</td><td>Manager Financial Services</td></tr> <tr> <td>Mr Roger Haripersad</td><td>Manager Waste Services</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		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 Bekz Rasulov	A/Manager Customer and Corporate Support	Mr Alvin Santiago	Manager Financial Services	Mr Roger Haripersad	Manager Waste Services	Ms Nollaig Baker	Manager Strategy and Corporate Communications
Cr Craig Buchanan, JP	Chairperson																														
Cr Mike Crichton																															
Cr Caroline Hume																															
Cr Leigh Liley																															
Cr Kelly Middlecoat																															
Cr Robert Schmidt																															
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 Bekz Rasulov	A/Manager Customer and Corporate Support																														
Mr Alvin Santiago	Manager Financial Services																														
Mr Roger Haripersad	Manager Waste Services																														
Ms Nollaig Baker	Manager Strategy and Corporate Communications																														

	<p>Mr Richard Hardy Manager Community and Leisure Facilities</p> <p>Mr Matthew Emmott Manager Community Infrastructure Planning</p> <p>Mr Paul Hayward Manager Community Capacity Building</p> <p>Ms Alison Oliver Manager Library and Information Services</p> <p>Ms Melissa James Manager Economic Development and Tourism</p> <p>Ms Ainsley Jones Community Development Officer - Community Support Services</p> <p>Ms Lauren Townsend Governance Coordinator</p> <p>Ms Sue Langley Governance Officer</p> <p>Ms Jennifer Weinman Governance Officer – Councillor Support and FOI</p>
2.3	Members of the Gallery: 1
2.4	Apologies:
	Ms Mary-Jane Rigby Manager Community Safety and Support Services
2.5	Approved Leave of Absence: Nil
3.	Responses to Previous Public Questions Taken on Notice
	Nil
4.	Public Question Time
	<p>5:04pm The Chairperson opened Public Question Time and invited members of the Public Gallery to ask questions. The Chairperson noted that questions should relate to the business of the Committee and this is the only opportunity in the meeting for the public to ask questions.</p> <p>There were none.</p> <p>5:05pm closed</p>
5.	Confirmation of Minutes of the Previous Meeting
	<p>Moved Cr Hume, seconded Cr Liley:</p> <p>That Committee CONFIRMS the Minutes of the Corporate and Community Development Committee Meeting held on 18 March 2025, as a true and accurate record.</p> <p style="text-align: right;">Committee Voting (Carried) – 6/0</p>
6.	Matters Arising from the Previous Minutes
	Nil
7.	Announcement by the Person Presiding without Discussion
	<p>5:06pm The Chairperson announced to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the next Council meeting.</p>

8.	Declarations of Members and Officers Interests	
	The Chief Executive Officer noted the following declarations of interests.	
	8.1	Item CD-007/25 Homelessness Response Pilot Project 2025
	Council Member:	Cr Mike Crichton
	Type of Interest:	Financial
	Nature of Interest:	Applicant One, Safe Overnight Haven and Family Connect Program is in partnership with The Crew Rockingham. Cr Crichton is a part time employee of The Crew Rockingham. Cr Crichton will leave the meeting when this item is discussed.
	Extent of Interest:	Not Applicable
	8.2	Item GM-006/25 Global Relationship Committee Appointments
	Officer:	Mr Michael Holland, Director Community Development
	Type of Interest:	Impartiality
	Nature of Interest:	A family member has nominated for a community member position on the Global Relationship Committee. Mr Holland declares that he will deal with the matter on its merits if required to provide advice.
	Extent of Interest:	Not Applicable
9.	Petitions/Deputations/Presentations/Submissions	
	Nil	
10.	Matters for which the Meeting may be Closed	
	5:08pm	<p>The Chairperson advised in accordance with section 5.23(2)(b) and (f)(iii) of the <i>Local Government Act 1995</i> – if there were any questions or debate on the Confidential Items then the Committee will need to defer the matter for consideration at Agenda Item 18 - Matters Behind Closed Doors.</p> <p>There were no questions or request for debate.</p>

General Management Services

Mr Michael Holland, Director Community Development declared an impartiality interest in item GM-006/25 Global Relationship Committee Appointments and will deal with the matter on its merits if required to provide advice (refer to Agenda Item 8 for specific details).

CONFIDENTIAL ITEM

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

General Management Services Governance and Councillor Support		
Report number / title:	GM-006/25	Global Relationship Committee Appointments (<i>Absolute Majority</i>)
File number:	ECD/74	
Proponent/s:		
Author:	Ms Lauren Townsend, Governance Coordinator	
Other Contributor/s:	Mr Jim Olynyk, Manager Governance and Councillor Support Ms Melissa James, Manager Economic Development and Tourism	
Date of Committee meeting:	15 April 2025	
Previously before Council:		
Disclosure of Interest:	Mr Michael Holland, Director Community Development declared an Impartiality Interest in Item GM-006/25 Global Relationship Committee Appointments, as detailed in Clause 4.19 of the City's <i>Code of Conduct</i> and as per section 5.70 of the <i>Local Government Act 1995</i> , as a family member has nominated for a community member position on the Global Relationship Committee. Mr Holland declares that he will deal with the matter on its merits if required to provide advice.	
Nature of Council's role:	Executive	
Attachments:	1. Confidential - Global Relationship Committee Community Representation Nominations 2025	
Maps/Diagrams:		
Site:		
Lot Area:		

Purpose of Report

For Council to consider appointments for community member positions to the Global Relationship Committee (**GRC**).

Voting Requirements

Absolute Majority

Officer Recommendation

That Council:

1. **APPROVES** an increase in the number of community members on the Global Relationship Committee from six (6) to seven (7).
2. **APPOINTS** all seven (7) nominated community members to the Global Relationship Committee, as detailed in the Comments section of the confidential report, for a term expiring on 30 September 2026.

Committee Recommendation

Moved Cr Schmidt, seconded Cr Liley:

That Council:

1. **APPROVES** an increase in the number of community members on the Global Relationship Committee from six (6) to seven (7).
2. **APPOINTS** all seven (7) nominated community members to the Global Relationship Committee, as detailed in the Comments section of the confidential report, for a term expiring on 30 September 2026.

Committee Voting (Carried) – 6/0


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

Not Applicable

Community Development

CONFIDENTIAL ITEM

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		
Report number / title:	CD-006/25	Tertiary Scholarship Scheme Applications Semester One 2025
File number:	CSV/2935-6	
Proponent/s:		
Author:	Ms Amanda Fairhead, Community Grants Officer	
Other Contributor/s:	Ms Rebekka Jarvis, Coordinator Community Capacity Building Mr Paul Hayward, Manager Community Capacity Building	
Date of Committee meeting:	15 April 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:		
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

For Council to approve the recommended applicants for the Tertiary Scholarship Scheme, Semester One 2025.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **APPROVES** funding to all applications received for Semester One 2025 of the Tertiary Scholarship Scheme, as identified in the Comments Section of the Confidential Report.

Committee Recommendation

Moved Cr Schmidt, seconded Cr Liley:

That Council **APPROVES** funding to all applications received for Semester One 2025 of the Tertiary Scholarship Scheme, as identified in the Comments Section of the Confidential Report.

Committee Voting (Carried) – 6/0

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

Not Applicable

5:09pm Having earlier declared a financial interest in item CD-007/25 Homelessness Response Pilot Project 2025 Cr Mike Crichton left the Chamber (refer to Agenda Item 8 for specific details).

CONFIDENTIAL ITEM

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

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

Community Development Community Safety and Support Services	
Report number / title:	CD-007/25 Homelessness Response Pilot Project 2025
File number:	CSV/3340
Proponent/s:	
Author:	Miss Ainsley Jones, Acting Coordinator Community Safety and Support Services
Other Contributor/s:	Ms Mary-Jane Rigby, Manager Community Safety and Support Services
Date of Committee meeting:	15 April 2025
Previously before Council:	
Disclosure of Interest:	Cr Mike Crichton declared a Financial Interest in Item CD-007/25 Homelessness Response Pilot Project 2025, as per Sections 5.60A and 5.65 of the <i>Local Government Act 1995</i> , as Applicant One, Safe Overnight Haven and Family Connect Program is in partnership with The Crew Rockingham. Cr Crichton is a part time employee of The Crew Rockingham.
Nature of Council's role:	Executive
Attachments:	<ol style="list-style-type: none">1. Confidential - Homelessness Response Pilot Project Overview2. Homelessness Response Pilot Project Information and Guidelines3. Confidential - Overview of the Averaged Officer Assessment Scores for Each Project by Criteria Category4. Confidential - Summary of each Application received for the Homelessness Response Pilot Project Overview, in order of Ranking
Maps / Diagrams:	
Site:	
Lot Area:	

Purpose of Report

For Council to consider the submissions for the Homelessness Response Pilot Project (**HRPP**).

Voting Requirements

Simple Majority

Officer Recommendation

That Council **APPROVES** the below Homelessness Response Pilot Projects:

1. Applicant One for the Safe Overnight Haven & Family Connect Program, to the requested amount of \$100,000 (excluding GST) as detailed in the Comments section of the Confidential Report.
2. Applicant Two for the Palmerston Community Outreach, to the requested amount of \$99,931 (excluding GST) as detailed in the Comments section of the Confidential Report.

Committee Recommendation

Moved Cr Hume, seconded Cr Schmidt:

That Council **APPROVES** the below Homelessness Response Pilot Projects:

1. Applicant One for the Safe Overnight Haven & Family Connect Program, to the requested amount of \$100,000 (excluding GST) as detailed in the Comments section of the Confidential Report.
2. Applicant Two for the Palmerston Community Outreach, to the requested amount of \$99,931 (excluding GST) as detailed in the Comments section of the Confidential Report.

Committee Voting (Carried) – 5/0

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

Not Applicable

5:10pm Cr Crichton rejoined the meeting.

11.	Bulletin Items
	<p>Corporate and General Management Services Information Bulletin – April 2025</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 Website Upgrade 2.3 Food Organic Garden Organic (FOGO) Waste Collection and Processing Service 3. Information Items <ol style="list-style-type: none"> 3.1 List of Payments March 2025 3.2 Monthly Financial Management Report February 2025 3.3 Amendment to Rate Record – Non-Rateable Land 3.4 Amendment to Rate Record – Write Off 3.5 Awarding of Tenders by CEO - Delegated Authority 3.6 Lease Tenure Matters 3.7 Leased Property Maintenance Grants 3.8 Delegated Authority to Dispose of Property by way of Lease 3.9 Development Contribution Scheme <p>General Management Services Directorate</p> <ol style="list-style-type: none"> 1. General Management Services Team Overview 2. Project Status Reports 3. Information Items <ol style="list-style-type: none"> 3.1 Meetings and Events 3.2 Use of the Common Seal <p>Governance and Councillor Support</p> <ol style="list-style-type: none"> 1. Governance and Councillor Support Team Overview 2. Project Status Reports 3. Information Items <ol style="list-style-type: none"> 3.1 Freedom of Information (FOI) Requests 3.2 Council Member Requests 3.3 Citizenships 3.4 Kolbe Strive Student Visit 3.5 Australian Coastal Councils Association Inc. Newsletter 3.6 Coming Events 3.7 Notice of Motion – Status Report <p>Human Resources</p> <ol style="list-style-type: none"> 1. Human Resources Team Overview 2. Project Status Reports 3. Information Items <ol style="list-style-type: none"> 3.1 Recruitment 3.2 Workplace Health and Safety Statistics <p>Strategy, Marketing and Communications</p> <ol style="list-style-type: none"> 1. Strategy, Marketing and Communications Team Overview 2. Project Status Reports <ol style="list-style-type: none"> 2.1 Resident Perception Survey 2024 3. Information Items <ol style="list-style-type: none"> 3.1 Communications Review 3.2 Team Plan

	<ul style="list-style-type: none"> 3.3 Community Engagement – Share your thoughts 3.4 Social Media 3.5 Media Tracking <p>Legal Services & General Counsel</p> <ul style="list-style-type: none"> 1. Legal Services & General Counsel Team Overview 2. Project Status Reports 3. Information Items <ul style="list-style-type: none"> Provision of Legal Advice 3.1 Legal Advice – Local Government Operational Matters 3.2 Litigation
--	--

Committee Recommendation

Moved Cr Crichton, seconded Cr Middlecoat:

That Council Members acknowledge having read the Corporate and General Management Services Information Bulletin – April 2025 and the content be accepted.

Committee Voting (Carried) – 6/0

	<p>Community Development Information Bulletin – April 2025</p> <p>Community Safety and Support Services</p> <ul style="list-style-type: none"> 1. Community Safety and Support Services Team Overview 2. Project Status Reports <ul style="list-style-type: none"> 2.1 Alcohol Management Plan 2.2 Community Hub Feasibility Study 2.3 CCTV Plan 2.4 Assertive Outreach 2.5 Social Connection and Support Pilot Project 2.6 Crisis/Supported Accommodation 3. Information Items <ul style="list-style-type: none"> 3.1 Community Support Services 3.2 Rockingham Connect Community Transport Project 3.3 Community Safety <p>Library Services</p> <ul style="list-style-type: none"> 1. Library Services Team Overview 2. Project Status Reports 3. Information Items <ul style="list-style-type: none"> 3.1 February 2025 Library Services Statistics 3.2 Mary Davies Library and Community Centre 3.3 Baldivis South Community Centre 3.4 Rockingham Library 3.5 Safety Bay Library 3.6 Warnbro Community Library <p>Community Infrastructure Planning</p> <ul style="list-style-type: none"> 1. Community Infrastructure Planning Team Overview 2. Project Status Reports 3. Information Items <ul style="list-style-type: none"> 3.1 Aqua Jetty Stage 2 3.2 Baldivis District Sporting Complex 3.3 Safety Bay Foreshore Community Facility Development
--	---

	<ul style="list-style-type: none">3.4 Stan Twight Reserve Clubroom Redevelopment3.5 Anniversary Park Clubroom Redevelopment3.6 Baldivis Recreation Reserve Master Plan3.7 Lark Hill Sportsplex Northern Expansion3.8 Baldivis Men's Shed3.9 Autumn Centre Redevelopment
	Community Capacity Building
	<ul style="list-style-type: none">1. Community Capacity Building Team Overview2. Project Status Reports<ul style="list-style-type: none">2.1 Seniors Strategy2.2 Cultural Development and the Arts Strategy3. 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
	Community and Leisure Facilities
	<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
	Economic Development and Tourism
	<ul style="list-style-type: none">1. Economic Development and Tourism Team Overview2. Project Status Reports<ul style="list-style-type: none">2.1 Local Business Development2.2 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 Middlecoat, seconded Cr Liley:

That Council Members acknowledge having read the Community Development Information Bulletin – April 2025 and the content be accepted.

Committee Voting (Carried) – 6/0

12. Agenda Items

Corporate Services

Corporate Services Financial Services		
Report number / title:	CS-007/25	Proposed 2025/2026 Fees and Charges
File number:	FLM/17-5	
Proponent/s:		
Author:	Mrs Katie MacLachlan, Financial Controller	
Other Contributor/s:		
Date of Committee meeting:	15 April 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:	1. Proposed Schedule of Fees and Charges for 2025/2026	
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

To endorse the proposed Schedule of Fees and Charges for the financial year 2025/2026.

Background

The fees and charges imposed by the City of Rockingham can be categorised into three main types:

1. Fees and charges set by Council under Section 6.16 of the *Local Government Act 1995 (Act)*.
2. Fees and charges set by Council under other sections of the Act or other legislation where Council has the discretion to set the charge.
3. Fees and charges imposed covered by local law or other legislation, and Council does not have the discretion to change them.

Details

The attached proposed Schedule of Fees and Charges for 2025/2026 lists all fees and charges with details of the current and proposed fees, with all changes being highlighted in yellow. Waste Services fees and charges will be determined by Council at the end of the financial year, as is regular practice.

The changes in the proposed Schedule of Fees and Charges can be summarised as follows:

	Same	New	Increase	Decrease	Delete
General Management Services	4	0	0	0	0
Community Development	271	92	324	4	76
Asset Services	16	3	21	3	1
Planning and Development	192	2	14	0	31
Corporate Services	21	10	27	0	1
Legal and General Counsel	2	0	0	0	0
Total	506	107	386	7	109

The main changes are explained as follows:

- Corporate Services
 - With FOGO being implemented on the 30 June 2025, there was a need to introduce new fees to cover this service. This resulted in eight new fees for FOGO Waste Collection Services. Additionally, the existing Household Waste Collection Service fees have had their descriptions updated to distinguish between FOGO and NON-FOGO Waste Collection Services (refer to items 16.1.1 – 16.1.11).
- Community Development
 - The inclusion of fees and charges for the Autumn Centre and Leisure Facilities where Kiosk and Café sales occur (Refer to items 5.1 and 5.11.8).
 - The inclusion of fees and charges for the Safety Bay Yacht Club (refer item 5.3.12)
 - A streamlined fee structure has been introduced for the Leisure Facilities Programs/Events, this has reduced the number of fees at Mike Barnett Sports Complex (item 5.7.5 and 5.7.8) and Baldivis Indoor Sports Complex (item 5.9.7 and 5.9.8) from 20 to 2 under COR Programs/Events Fee.
- Asset Services
 - The fees and charges associated with the East Rockingham Pioneer Cemetery have been increased or reduced to align with the Metropolitan Cemeteries Board fees. This resulted in 19 fees being increased, three fees being reduced and five fees remaining unchanged.
- Planning & Development Services
 - Introduction of a fee for Application for Pet Shop Approval in line with *Dog Amendment (Stop Puppy Farming) Act 2021*.

In addition to the above changes, a number of fees and charges have been proposed for minor increase. The rationale for fees proposed to increase are as follows:

- To assist in reflecting the cost of providing the goods or services;
- Rounding for ease of use;
- Consistency across the full fee schedule; and
- Alignment with other local government authorities, any alternative providers and any relevant legislation.

Implications to Consider

a. **Consultation with the Community**

Nil

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

Nil

e. Financial

The fees and charges endorsed at this meeting will be included for adoption in the 2025/2026 Annual Budget.

The annual fees and charges estimated as per the 2025/2026 Business Plan are \$52 million which comprised as follows:

- Landfill and waste services - \$40M
- Community and leisure facility fees - \$8M
- Health and building fees - \$1.5M
- Compliance and range services - \$1M
- Statutory planning fees - \$1M
- Others - \$500K

f. Legal and Statutory

Sections 6.16 and 6.17 of the *Local Government Act 1995* and Regulation 25 of the *Local Government (Financial Management) Regulations 1996* relate to imposing fees and charges.

Regulation 25 of the *Local Government (Financial Management) Regulations 1996* provides that the annual budget includes an estimate of the total revenue from the fees or charges from each program.

Section 6.16(1) of the Act allows a local government to impose (by absolute majority) 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) of the Act states that a fee or charge may be imposed for the following:

- (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government,
- (b) supplying a service or carrying out work at the request of a person,
- (c) providing information from local government records subject to some limitations,
- (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate, and
- (e) supplying goods.

Section 6.17(1) of the Act states that in determining the amount of a fee or charge for a service or 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,
- (b) the importance of the service or goods to the community, and
- (c) the price at which an alternative provider could provide the service or goods.

Section 6.16(3) of the Act requires that fees and charges be imposed when adopting the annual budget.

Council is requested to endorse the Schedule of Fees and Charges for 2025/2026. The proposed fees and charges will be adopted in June 2025 as part of the 2025/2026 Annual Budget at the June 2025 Ordinary Council 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

It is considered best practice to seek endorsement of fees and charges before budget adoption. This is to ensure that all community members are adequately informed of any changes and assist in the budget preparation process with any proposed changes identified prior to its adoption in the budget.

All relevant fees have been considered pursuant to Section 6.17 of the Act, with most fees and charges remaining unchanged in the new financial year. The description and presentation of the fees have been clarified and simplified by combining or separating the fees where necessary for improved understanding.

It is worth noting that some of these fees and charges are statutory, which means the charge is not subject to Council's discretion and as such will not be updated until the relevant regulatory body has published the new charge.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ENDORSES** the proposed Schedule of Fees and Charges for the financial year 2025/2026 for inclusion in the 2025/2026 Annual Budget, as contained in Attachment 1.

Committee Recommendation

Moved Cr Hume, seconded Cr Liley:

That Council **ENDORSES** the proposed Schedule of Fees and Charges for the financial year 2025/2026 for inclusion in the 2025/2026 Annual Budget, as contained in Attachment 1.

Committee Voting (Carried) – 6/0

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

Not Applicable

Community Development

Community Development Economic Development and Tourism



Report number / title:	CD-008/25	Draft Economic Development Strategy 2025 - 2030
File number:	ECD/24-9	
Proponent/s:		
Author:	Ms Melissa James, Manager Economic Development and Tourism	
Other Contributor/s:		
Date of Committee meeting:	15 April 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:	1. Draft Economic Development Strategy 2025 - 2030	
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

To seek Council's endorsement of the draft Economic Development Strategy 2025-2030 (**Strategy**), for advertising and public comment.

Background

The current Economic Development Strategy 2020-2025 is due to expire in June 2025. In order to build on the current strategy, the City of Rockingham (**City**) has facilitated research and consultation to inform the development of the draft Strategy.

Some key achievements of the previous Economic Development Strategy include:

- **Investment Attraction:** Developed an Investment Prospectus that provides an overview of investment opportunities, initiated investment attraction campaigns and increased the profile and awareness of investment opportunities in Rockingham targeted to key industry sectors.
- **Strategic Planning:** Prepared the Rockingham Strategic Centre Precinct Structure Plan and undertook a review of the Cash-in-Lieu of Parking Policy.
- **Industry Development:** Investigated strategic industry development projects that provide considerable economic benefits and have strategic merit for the future (where the City can become a catalyst for these projects), including a Defence Industry Hub.
- **Visitor Economy:** Allocated annual dedicated funding for Iconic Events, including the Channel 7 Rockingham Beach Cup and Catalpa Adventure Festival.

- **Local Business Support:** Participated in the Small Business Friendly Local Government Program operated by the Small Business Development Corporation, and rolled out a series of capacity building and networking initiatives to further support growth of local small businesses.
- **Projects Advocacy:** Investigated and identified priority areas and key regional infrastructure projects, and developed an Advocacy Plan for the City, including required investment from Federal and State Governments.

A Councillor Engagement Session was held to discuss the draft Strategy on Wednesday 5 March 2025, and the draft Strategy is now being presented to Council for endorsement prior to seeking public comment.

Details

The draft Strategy outlines a strategic way forward to drive sustainable economic growth, enhance local employment opportunities, and position the City as a premier location for development and investment in strategic industries. Built on the successful delivery of previous Economic Development Strategies, this new Strategy ties Rockingham's economic potential with its unique assets and competitive advantages, including its strategic location, dynamic population growth, and significant industrial and natural resources.

The purpose of this Strategy is to position Rockingham as a hub of innovation, opportunity, and community wellbeing through:

- Strengthening its position as a centre for defence and advanced industries
- Enhancing the vibrancy of its City Centre and tourism offerings
- Supporting local business networks to foster resilience and growth
- Building resilience across key industries through better training and workforce development
- Promoting high quality design, built form and place activation thereby strengthening social cohesion and enhancing liveability

Extensive consultation with key stakeholders, including government agencies, key industry representatives, local businesses and community members was undertaken in order to develop this Strategy. The findings from the consultation, as well as industry research, have resulted in 40 actions (23 new and 17 ongoing) that have been grouped into five key elements:

Key Element 1: Rockingham Strategic Centre Vibrancy

Develop a vibrant Rockingham Strategic Centre powered by sustainable urban development, place activation, integrated transport infrastructure and technology innovation.

This Key Element contains six new actions and one ongoing action. Some actions incorporated into this Key Element include:

- Develop a cohesive framework to guide improvements to the public realm within the Rockingham Strategic Centre through the preparation of a Public Realm Plan, Public Realm Style Guide, Street Tree Master Plan and Public Art Strategy.
- Undertake a review of the Rockingham Beach Foreshore Master Plan with consideration to evolving community demographics and economic aspirations, ensuring recreational, tourism, and cultural activities meet long-term needs.
- Continue to advocate for enhanced public transport within Rockingham, and tier-2 transport options within the Rockingham Strategic Centre and Western Trade Coast.

Key Element 2: Centre for the Defence Sector and Strategic Industries

Promote and facilitate the development of the defence sector and strategic industries by capitalising on Rockingham's competitive advantages i.e. close proximity to HMAS Stirling, Western Trade Coast and (future) Westport.

This Key Element contains four new actions and two ongoing actions. Some actions incorporated into this Key Element include:

- Communicate with State and Federal Government, and support community engagement efforts to increase public awareness and understanding of AUKUS impacts and opportunities.
- Facilitate discussions with State Government, tertiary education institutions, and relevant stakeholders and encourage them to design training and/or Research and Development programs to support the defence, defence-related industries and strategic industry cluster development.
- Maintain and strengthen relationships with HMAS Stirling Commander and key Federal and State Government Ministers and Opposition Spokespersons relating to Defence.
- Support strategic regional projects that will provide distinct economic benefits for Rockingham in line with the City's Strategic Community Plan.

Key Element 3: Investment Attraction and Advocacy:

Position Rockingham and the region as a premier destination for investment by showcasing unique opportunities, building strategic partnerships, and advocating for major infrastructure projects that support sustainable economic growth.

This Key Element contains five new actions and five ongoing actions. Some actions incorporated into this Key Element include:

- Allocate resources to develop and manage a comprehensive Advocacy Strategy and/or study that articulates the benefits of priority projects, ensuring strong representation to funding bodies and decision-makers.
- Facilitate connections to establish public, private, and public-private partnerships to invest, and accelerate development of strategic industries and major transformational projects i.e. Port Rockingham Marina, Rockingham Strategic Centre Dixon Road development, quality hotel, and commercial office space.
- Increase the profile and awareness of investment opportunities in Rockingham through marketing and promotion to key industry sectors.
- Coordinate and host a biennial (every two years) investor event to provide an update on the City and major projects.

Key Element 4: Local Business Network Support

Empower local businesses by fostering a competitive and innovative environment through targeted support, streamlined processes, and initiatives that enhance productivity and growth opportunities.

This Key Element contains five new actions and four ongoing actions. Some actions incorporated into this Key Element include:

- Support opportunities to establish a co-working business resource hub in Rockingham.
- Support local business start-up, mentorship and social entrepreneurial programs (i.e. training).
- Conduct a biennial (every two years) Business Satisfaction survey.
- Maintain membership and continue to evaluate the benefits of the Small Business Friendly Local Government Program operated by SBDC.

Key Element 5: Workforce Development and Liveability

Support programs and initiatives to equip the local community with skills for the future and create vibrant, well-connected spaces that attract talent, enhance quality of life, and support sustainable growth.

This Key Element contains three new actions and two ongoing actions. Some actions incorporated into this Key Element include:

- Support initiatives like young entrepreneurship boot camps and tech innovation challenges (i.e. TEDx, TEDYouth, skills workshops) to inspire and retain young talent in Rockingham.

- Support Town Team groups to activate underutilised spaces, encouraging visitation and generating more business opportunities.
- Advocate and work with relevant State Government agencies and WA Planning Commission to expand the amount of employment generating land in Port Kennedy, Baldivis and Karnup as a matter of priority.

Over the next five years (2025–2030), this Strategy will continue to serve as a roadmap for unlocking the City's economic development potential, while enhancing the quality of life for its local residents. Through targeted investment programs, strategic partnerships, and a focus on industry innovation and workforce development, Rockingham will solidify its role as a thriving, future-ready economic hub in the Perth South West metropolitan region of Western Australia and beyond.

Implications to Consider

a. Consultation with the Community

The development of the draft Strategy involved key stakeholder and community consultation, including:

- 411 surveys completed online
 - Local businesses (237 responses)
 - Local residents (174 responses)
- Five workshops, and five one on one interviews with 40 local businesses across a range of sectors, including:
 - Advanced manufacturing
 - Building, construction and engineering
 - Defence
 - Energy
 - Finance
 - Healthcare
 - Property development
 - Professional services
 - Retail and hospitality
 - Tourism

Pending Council's endorsement of the draft Strategy, public comment will be sought for a period of 28 days, in the following ways:

- Seeking feedback from key stakeholders and participants who were involved throughout the Strategy development process.
- Dissemination of the draft Strategy through key networks including Share Your Thoughts, City e-Newsletters and RockPort.
- Advertising in the local newspapers and on the City's website
- Making the document readily available in the City's Libraries and Administration Building.

b. Consultation with Government Agencies

Consultation with key industry stakeholders and government agencies were also initiated to inform the development of the Strategy, of which to include the following:

- Department of Jobs, Tourism, Science and Innovation
- DevelopmentWA
- Office of Defence Industry Support
- Royal Australian Navy (HMAS Stirling)
- Small Business Development Corporation
- South Metro TAFE

The draft Strategy will be sent to all industry stakeholders and government agencies for comment.

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

Outcome/Objective: *Growing the business economy - Actively support and develop local business growth*

Growing the business economy - Attract and promote new businesses and investment opportunities

Local employment - Support existing and new businesses to increase local employment opportunities

A visitor destination - Promote the City as a place to visit

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

Outcome/Objective: *Quality Leadership - Active advocacy for the community*

d. Policy

The draft Strategy has been developed in accordance with the Strategic Development Framework Policy.

e. Financial

The total cost of implementing the Strategy is \$4,965,000 over the course of the five year period. Of the total \$4,965,000, the cost of new actions is \$1,600,000.

The cost of implementation of actions will be considered as part of the annual Team Plan process, with allowance for CPI or service fee costs at the time.

f. Legal and Statutory

Not Applicable

g. Risk

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

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

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

Nil

Comments

The draft Strategy provides Council with a strategic direction to build on the City's economic development aspiration as "a vibrant economy creating opportunities". Following key stakeholder and community consultation, research, and data analysis, the draft Strategy was presented to a Councillor Engagement Session on Wednesday 5 March 2025.

Following the Councillor Engagement Session, feedback was received from several Councillors and relevant amendments have been made.

The draft Strategy now presents a total of 40 key actions to support growth of local businesses and industries, attract investment for development, advocate for critical infrastructure funding, and facilitate workforce development and liveability in the Rockingham area over the next five years.

Following Council endorsement, public comment will be sought on the draft Strategy over the course of four weeks. Officers will then review and consider all feedback, and present the final draft Strategy to Council for adoption in the coming months.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ENDORSES** the draft Economic Development Strategy 2025-2030 for advertising and public comment.

Committee Recommendation

Moved Cr Schmidt, seconded Cr Crichton:

That Council **ENDORSES** the draft Economic Development Strategy 2025-2030 for advertising and public comment.

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 20 May 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, and declared the meeting closed at 5:39pm .