



# City of Rockingham

## MINUTES

### Ordinary Meeting of Council

Held on Tuesday 16 December 2025 at 6:00pm  
City of Rockingham Council Chamber

**DISCLAIMER:**

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**City of Rockingham**  
**Ordinary Meeting of Council**  
**6:00pm Tuesday 16 December 2025**



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Ordinary Meeting of Council Minutes  
Tuesday 16 December 2025 – Council Chamber



**1. Declaration of Opening**

The Mayor declared the Council meeting open at **6:00pm** and welcomed all present.

**Acknowledgement of Country**

The Mayor noted, with permission from Elders, Ngaala kaaditj Nyoongar moort keyen kaadak nidjar boodjar, I acknowledge the Nyoongar people as the traditional owners of the land.

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.

*6:01pm Deputy Mayor Schmidt joined the meeting.*

**Announcement – Bondi Beach Attack**

Our hearts go out to the families and loved ones of those affected by the tragic events at Bondi Beach this week.

We are left in shock that something like this could happen in Australia and we extend our gratitude to the first responders and brave members of the public who acted swiftly and selflessly to protect others during this unimaginable situation.

On behalf of the City of Rockingham, we stand in solidarity with everyone impacted and offer our deepest condolences at this trying time.

**Recording and Live Streaming of proceedings**

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

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

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

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

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

**2.1 Council Members**

Mayor Lorna Buchan	
Deputy Mayor Robert Schmidt	Comet Bay Ward <i>(from 6:01pm)</i>
Cr Mike Crichton	Baldivis Ward
Cr Dylan Mbano	Baldivis Ward
Cr David Rudman	Comet Bay Ward
Cr Craig Buchanan, JP	Rockingham/Safety Bay Ward
Cr Peter Hudson	Rockingham/Safety Bay Ward
Cr Dawn Jecks	Rockingham/Safety Bay Ward
Cr Leigh Liley	Rockingham/Safety Bay Ward
Cr Ryan Robertson	Rockingham/Safety Bay Ward

	<p><b>2.2 Executive</b></p> <p>Mr Michael Parker Chief Executive Officer              Mr Sam Assaad Director Asset Services              Mr Michael Yakas A/Director Corporate Services              Mr Michael Holland Director Community Development              Mr Peter Ricci Director Planning and Development Services              Mr Jim Olynyk, JP Manager Governance and Councillor Support              Ms Sue Langley Governance Officer              Ms Jennifer Weinman Governance Officer – Councillor Support/FOI</p> <p><b>2.3 Members of the Gallery:</b> 40</p> <p><b>2.4 Apologies:</b></p> <p>Cr Mark Jones Rockingham/Safety Bay Ward              Cr Kelly Middlecoat Baldivis Ward</p> <p><b>2.5 Approved Leave of Absence:</b> Nil</p>
<b>3. Responses to Previous Public Questions Taken on Notice</b>	<p><b>3.1 Mr James Mumme, Shoalwater – Homelessness / Environment / Shoalwater Foreshore Management Plan</b></p> <p>At the Council meeting held on 25 November 2025, Mr James Mumme asked the following questions that were taken on notice. The Director Planning and Development Services provided a response in a letter dated 2 December 2025 as follows:</p> <p><u>Question</u></p> <p>1. Report in Sound Telegraph - September 10 page 5. The article states that the City met State housing and homelessness advocates over our “housing crisis”. With respect you are talking to the wrong people. I was told that the City is advocating with Defence for action on both housing and roading. I also read that requested “studies [by DoD and WA Govt] have not substantially progressed”. What will the City do on behalf of the stressed renters and homeless people of Rockingham to seek action by the State and Commonwealth to deal with the impact on housing supply and prices from the huge influx of workers and from purchases of houses by and on behalf of our and foreign navy personnel? I further note that there is no housing advocacy position. I know of units in Shoalwater that have jumped from \$219,000 to \$493,000 in three years!</p> <p><u>Response</u></p> <p><i>Housing is a Federal and State responsibility for Defence personnel and for those experiencing homelessness. The City has no specific role in the provision of housing apart from its role in the planning approval process.</i></p> <p><i>The City has raised concerns of housing availability, affordability and subsequent impacts on homelessness with the State Government.</i></p> <p><u>Question</u></p> <p>2. GM-020/25 and CS-018/25. I note the deletion of advocacy item to “achieve accreditation of Rockingham as an ECOtourism destination (Item 15), and also the retention of advocacy to progress the Garden Island Highway (Item 23) compromising both Cape Peron Reserve and Lake Richmond Bush Forever sites and the budgeting of approximately \$138 million for sport-related facilities in the Community Infrastructure Plans up to 2034. Given that our community aspiration was for “a place of natural beauty where the environment is respected”, why should the observer not conclude that the focus of the City’s planners does not respect our environment?</p>

	<p><u>Response</u></p> <p><i>There is no basis to support this claim and the environment is a key consideration in any recommendation put to the Council.</i></p> <p><u>Question</u></p> <p>3. Shoalwater Foreshore Management Plan. Can we assume that the proposed boardwalk through the dunes from Mersey Point to Gloucester Avenue has been dropped? If not why not and when is it planned to be done?</p> <p><u>Response</u></p> <p><i>The approved Master Plan has not been amended and the foreshore path remains.</i></p> <p><i>As per previous advice, the project is not identified for implementation in the City's Business Plan 2026/2027-2035/2036</i></p>
<b>4.</b>	<b>Public Question Time</b>
<b>6:03pm</b>	<p>The Mayor opened Public Question Time and invited members from the Public Gallery to ask questions. The Mayor noted that this was the only opportunity in the meeting for the public to ask questions and that Public Question Time is now being livestreamed as per Council Policy.</p>
<b>4.1</b>	<p><b>Mr Arthur Galletly, Rockingham – Bus Shelters / Blackspot Program</b></p> <p>The Mayor invited Mr Galletly to present his questions to the Council.</p> <p>Mr Galletly asked the following questions:</p> <p>The Transport Minister advised that 20 bus shelters were removed due to quotes reaching the end of their useful life and they will be replaced in consultation with the Council. She also said that the patronage at bus stops in Swinston Street warranted bus shelters and offered them to Rockingham Council, the City advised that they are not a high priority.</p> <p>1. I ask the elected Councillors to overrule Council administration's decision and to support bus shelters at Star of The Sea, Rockingham High School and other schools and to apply for said bus shelters?</p> <p><i>The Mayor advised that the City retains its recommendation for the following reasons:</i></p> <ul style="list-style-type: none"><li><i>The City has limited funds to install, maintain and renew bus shelters and therefore takes a best value view when considering how to prioritise new bus shelters noting both the initial capital cost and the ongoing financial impact on maintenance and renewal budgets.</i></li><li><i>A shelter at this location has limited use during short periods of time when considered against other potential locations.</i></li></ul> <p><i>It is noted however that either or both the Department of Education and/or Public Transport Authority may implement this request if they deem it a priority.</i></p> <p>I also requested Minister Saffiotti to:</p> <ul style="list-style-type: none"><li>- Significantly increase the budget for bus shelters from \$500,000 for 136 councils</li><li>- Adopt a policy of having bus shelters for all schools in the state as part of accessibility</li><li>- Assess applications for bus shelters on merit rather than first come first served.</li></ul> <p>The Hon Brian Walker, MLC has written to Minister Saffiotti supporting these requests.</p>

2. Is Council willing to actively lobby Minister Saffiotti requesting these policy changes outlined above?

*The Mayor advised that although the City supports the intent of this request, there are budget and resource implications for the City and other local governments in taking on more assets. The City would not recommend Council to unilaterally advocate for other local governments.*

*The City will continue to collaborate with the Public Transport Authority to ensure that shelter installations within the district are prioritised according to community needs to get the best utilisation of assets within the City's capacity to maintain and renew these assets.*

**4.2 Mr Simon Brown, Rockingham - FOGO**

The Mayor invited Mr Brown to present his questions to the Council.

Mr Brown asked the following questions:

The State Government has a very clear set of primary outcomes they want to see from the FOGO program rolled out through various Councils in WA. There are seven points and I refer to the first point – divert organic waste from landfill.

1. Is the City of Rockingham aware of the locations where Veolia is disposing of contaminated waste collected through the FOGO program as per their contract, and if so, can these details be made available to the public?

*The Mayor advised that the City is aware of the disposal location. This waste is taken to the Contractor's North Bannister facility.*

2. Is the City of Rockingham aware if contaminated waste collected through the FOGO program is being disposed of at a facility other than the Millar Road facility and can the City of Rockingham confirm whether accurate measurements of that waste are being collected and reported, and whether this information is available to the public?

*The Mayor advised that contaminated FOGO waste is not disposed of at the Millar Road Landfill facility, it is disposed of at the Contractor's North Bannister facility.*

*The City is satisfied with the accuracy and quality of the information that is being received.*

*The City provides Council waste collection information on a monthly basis through the Corporate and General Management Services Bulletin. This information is available on the City's website.*

3. Is the City of Rockingham aware of any due diligence requirements that would involve appointing an independent party to validate and confirm the accuracy of the figures being supplied by the contractor under the FOGO program?

*The Mayor advised that the waste industry is regulated and has strict licencing and reporting requirements. The City's contractor also complies with international management system standards which requires independent accreditation.*

*As previously stated, the City is satisfied with the accuracy and quality of information being received from its contractor.*

**4.3 Mrs Dawn Skinner, Rockingham – FOGO**

The Mayor invited Mrs Skinner to present her question to the Council.

Mrs Skinner asked the following question:

I have lived in a number of households since 2000 with babies and nappies and usually five people households. In that time I can pretty much guarantee, with the exception of Christmas, that we've not used a third of our red top bin so I was really delighted to see that the Council began the fortnightly collections of the red bins.

In Switzerland they haven't used landfill since 2000, Sweden uses about 1% of landfill for domestic waste and the Netherlands about 3%.

I am aware that there are member of our community that are struggling with this change to from a weekly to a fortnightly collection.

1. Does the Council intend to continue its progressive stance on the red topped bins being collected only once a fortnight, the continuation of FOGO and will it provide information or instruction for those residents who need encouragement and support to adhere to these policies?

*The Mayor advised that Council will be considering a Notice of Motion on this subject tonight.*

*The City has established the three-bin FOGO system in alignment with the State Government's Better Practice guidelines. This includes a fortnightly general waste collection for red bins. Early indicators reflect encouraging progress in both waste reduction and diversion.*

*Prior to the introduction of FOGO, diversion rates were approximately 39%. In the first five months of operation diversion rates have increased to 58.59%. Further, the November 2025 results (which will be published in the February 2026 Bulletin) show a continued improvement in FOGO contamination rates. In November 2025, contamination was recorded at 4.83%, which is an improvement from 8.37% in October 2025.*

*The City acknowledges that transitioning to the new collection system is a significant change for our residents. We will continue to support our residents in a variety of ways with ongoing community education, clear guidance and practical resources and tips. Importantly, City Officers remain available to meet with residents to provide specific support and guidance.*

#### **4.4 Ms Kim Amer, Rockingham – FOGO / Facebook blocking**

The Mayor invited Ms Amer to present her questions to the Council.

Ms Amer asked the following questions:

1. On Friday 5 December the Council released a Facebook post that was telling the community to now put the FOGO scraps in the freezer until bin day also to keep the bins in the shade. You are admitting here that the system is not working is this correct?

*The Mayor advised No, the system is working. Early indications show positive progress in waste reduction, diversion and contamination rates.*

*Food waste should be going into the FOGO bin which is collected weekly which is the same regularity as previous years except that it is collected in the bigger green bin. The information about freezing food is a suggestion only. That has long been promoted for certain items like prawn shells if people so choose.*

2. If I was a restaurant I would be fined by the health department if I kept my food scraps in my freezer. Is this correct?

*The Mayor advised that under the Food Act 2008, food businesses are required to keep their waste separate from their food preparation and storage processes. However, the Food Act does not regulate private households, and residents are not subject to the same requirements. Freezing food scraps at home to manage odour or collection schedules is a common and acceptable practice should people so choose.*

3. Why are you blocking people on Facebook when the Mayor and the Councils Facebook posts are meant to be transparent?

*The Mayor advised that the City has established guidelines for the acceptable use of its Facebook page to ensure engagement remains respectful and constructive.*

*These guidelines promote transparency by setting clear and consistent expectations for community interactions and are aligned with Facebook's Community Standards, which address areas such as respectful communication, authenticity, and user safety.*

*I manage my own Facebook profile independently and have published a statement on my page outlining the standards for acceptable content.*

4. It is very clear to see the majority of ratepayers in this shire want weekly red pick up. The contamination rate between the 3 bins is extremely high. Due to public outcry the bin pick up schedule needs to be changed. This is based on evidence that other shires have ceased this system of pick up as such Rockingham shire needs to follow suit.

*The Mayor advised that results indicate that the majority of households are adapting to the new three bin FOGO system. In November 2025, contamination rates for the FOGO service decreased to 4.83% and waste diversion rates have increased from 39% in 2024 to 58.59% by November 2025.*

*The City acknowledges that contamination rates for recycling, in the yellow lid bin, are higher than we would like, however this is not as a result of the introduction of FOGO. The City acknowledges that community education plays a vital role in the success of these programs and we will continue to support our residents with ongoing community education, clear guidance and practical resources and tips.*

*Your comments that other local governments have ceased this system are incorrect. According to the Department of Water and Environmental Regulation (DWER) the 26 local governments that operate a FOGO service all have a fortnightly general waste collection service.*

#### **4.5 Ms Leanne Gill, Safety Bay – Lark Hill race day**

The Mayor invited Ms Gill to present her question to the Council.

Ms Gill asked the following question:

I addressed the committee last week questioning the council's recommendation to provide \$50,000 funding for Lark Hill 2026 race day.

At that meeting I was advised that it was funding for an Iconic Event Sponsorship and the Policy for Outdoor Events did not apply.

The Council Policy for Outdoor Events states that the City will not approve events which promote gambling or involves cruelty to animals.

Why, when Council assessed the Iconic Event Sponsorship Application consideration was given in Option 1 to Council Policy - Outdoor Events which includes stipulations around events that promote gambling and states whilst these stipulations can be managed, the inclusion of a gambling component to this event could be seen as contentious and not in line with events that the Council would ordinarily support.

Again in Option 2, as part of their Outdoor Event Application it stated that issues relating to parking will need to be addressed.

I believe it sets a dangerous precedent to funding events with gambling and animal cruelty. Other events funded by the Iconic Event Sponsorship that are community events with profits returned to the community in public spaces. This is a private ticketed event with no profits being returned to the community. Gambling – there will be a TAB trailer from TABTouch with dedicated gambling support, indeed support for the known outcome of gambling problems.

How then does the Council policy for Open Events not apply to this funding when this policy has indeed been considered for both options 1 and 2?

4.6

*The Mayor advised that your comments are noted and there is a Corporate and Community Development Committee recommendation for Report CD-027/25 which will be considered at tonight's Ordinary Council Meeting.*

**Mr James Mumme, Shoalwater – FOGO / Lark Hill race day**

The Mayor invited Mr Mumme to present his questions to the Council.

Mr Mumme asked the following questions:

Regarding the motion to re-introduce weekly red top bin, I believe this seems to be part of an orchestrated campaign to turn the clock back to when we didn't bother to sort anything. I submit that it's not FOGO that's not working, it's the challenge of learning new ways to deal with our waste. I urge you to help residents adapt to FOGO.

1. Given that the main problem with processing FOGO waste is reportedly contamination by non-compostables, what measures have been used or are planned by the City to ensure that people change the ways they deal with difficult waste *like nappies and pads*?

*The Mayor advised that in November 2025, contamination was recorded at 4.83%, which is an encouraging improvement from 8.37% in October 2025. This demonstrates that the majority of households are adapting to the change.*

*The City acknowledges that some households may be facing challenges with the transition to the new system. We have held community information sessions, had pop up stalls at local shopping centres, markets and community events. The City's website also contains extensive information about FOGO and recycling. We know that community education plays a vital role in the success of these programs and we will continue to support our residents with ongoing community education, clear guidance and practical resources and tips including subsidies for sustainable parenting and menstrual products. In addition, City officers are available to provide support and guidance, and we encourage residents to contact the City if they need assistance.*

2. Regarding the 25 other Councils that have implemented FOGO, have they experienced problems with nappies and pads and how have they dealt with them?

*The Mayor advised that the City understands that FOGO has been implemented at these local government's with many having no significant ongoing issues. Change takes time and is difficult. However, based on current contamination and diversion rates, the majority of the City's residents appear to be adapting to the new waste collection system.*

*As previously stated, community education plays a vital role in the success of these programs and we will continue to support our residents with ongoing community education, clear guidance and practical resources and tips.*

3. Is there any evidence that Rockingham is essentially different from the other Councils in respect of a) how FOGO was introduced or b) in respect of incidences of nappies, pads and children?

*The Mayor advised that the City is not different from other Councils. The City has implemented the Better Practice three-bin FOGO system in direct alignment with State Government guidelines.*

*Provisions have been made for specific circumstances such as accommodating medical waste and larger families. Several subsidies are offered for sustainable parenting and menstrual products.*

4. Lark Hill Race Day - I hope Councillors will respect your policy against promoting gambling by refusing to support the Lark Hill Race Day, if not why not?

*The Mayor noted the comment and advised that report CD-027/25 is in relation to the Iconic Event Sponsorship which will be discussed at tonight's Ordinary Council Meeting.*

**4.7 Ms Lindsey Dobbins, Rockingham – Bees**

The Mayor invited Ms Dobbins to present her question to the Council.

Ms Dobbins asked the following question:

I am writing to express my concern about the current approach to managing bees within the Council area. Why is the City not protecting the bees? Why are there outdated policies?

It appears that bees are still being treated as pests and, in some cases, destroyed rather than relocated or protected. Given the critical role bees play in pollination and maintaining biodiversity, this practice seems outdated and contrary to modern environmental and sustainability standards. Many councils and organizations now adopt bee-friendly policies, including safe relocation and habitat support, rather than extermination.

*The Mayor advised that the City only looks to remove bees where they pose a direct conflict with human activities. Where bees can be collected for relocation, this does occur. In many instances feral bees are located within tree hollows, building cavities or underground pits where access isn't available to remove the queen and therefore, they may need to be euthanized. The WA Apiarist Society have information on their website of Apiarists that can be contacted to remove feral hives. Within the City of Rockingham there are hundreds of hectares of natural bushland and foreshore reserves, the native plant species within these areas support both native and feral bee populations.*

*The Mayor suggested Ms Dobbins forward her previous request to the City to the Mayor's office for further investigation and follow up.*

**4.8 Mr Jason Davies, Hillman – Rates / Litterbusters / Waste Local Law 2020**

The Mayor invited Mr Davies to present his questions to the Council.

Mr Davies asked the following questions:

1. Since my electors' motion on removal of the cost of option fees for rates for the year passed through council, has there been an increase in people using the option?

*The Mayor advised that there is an additional 1,970 rate smoothing applications. The City now has almost 13,000 ratepayers on this payment option.*

2. Does the litter busters program collect data on the volume of litter picked up? If so, can the council report on whether the litter busters program has had an increase in litter found on our streets since July?

*The Mayor advised that the volume of litter collected is provided annually, therefore the data for the current financial year is not yet available. The tonnes collected for the previous year, 2024/2025 is 531 tonnes.*

3. Now, point of clarification: Is the Local Waste Law 2020 the current policy, or has it been amended since then? If so, under clause 2.7, it outlines the rules and requirements of owners and occupiers in regards to putting bins out and bringing them back in within a reasonable period.

*The Mayor advised that the Waste Local Law 2020 is a current local law.*

4. Can the City confirm that the financial penalties for someone who fails to bring in their bins within a reasonable period is \$250?

*The Mayor advised Yes. Failing to keep a receptacle in the required location is a prescribed offence that has a penalty of \$250.*

5. Then Clause 2.8 details exemptions against Clause 2.7, both a) and b). Does this mean a resident can apply to be exempt from removing their bins from the kerbside under this section if approval is granted? If so, can the City provide details on what the City would consider a reasonable excuse for this exemptions' approval.

*The Mayor advised that the Waste Local Law 2020 provides exemptions. While these are not anticipated to be granted frequently, an exemption may be approved in exceptional circumstances where a valid justification is demonstrated, and that is on a case by case basis.*

**4.9 Ms Teresa Ong, Singleton – Texting at meetings / Council elections**

The Mayor invited Ms Ong to present her questions to the Council.

Ms Ong asked the following questions:

1. Can I ask for an addition to the minutes of November 2025. Please add as in the audio, 'this texting is allowed for both Councillors and Gallery.'

*The Mayor advised that there is no requirement for verbatim responses. The response provided in the minutes of the Ordinary Council Meeting for November 2025 is considered appropriate. Furthermore, the public can access the livestream of the meeting should they wish to.*

2. Letter from Minister for Electoral affairs, Hon David Michael.

The Rockingham returning officer requested a candidate place an apology in the local newspaper regarding the lack of authorisation of election material.

*6:33pm Cr Buchanan left the Chamber.*

The apology given was on minute print font, at the end of an election advertisement and the apology was for an incorrect date, not the unauthorised literature, signs and flyers which was what the apology was meant for. For the Mayor of the City of Rockingham to hide this apology in the bottom of an election flyer is not, in my opinion, displaying integrity. It was not about the date but lack of authorisation detail. Something as serious as this misdemeanour regarding the highest Council office should have been made in a public council meeting, in the magazine distributed. Not all parts of the City of Rockingham get the Sound Telegraph. Noting this has been acknowledged by the Minister for Electoral affairs and subsequently sent to the Minister for Local Government.

I trust this apology will be printed in full in the Council minutes of December 2025.

*The Mayor advised that these matters are the responsibility of the Western Australian Electoral Commission and not Council. You should direct any concerns you have to the WAEC.*

3. Corflutes in Council elections. This issue needs to come before Council with a formal policy formulated to limit the amount of corflutes littering the streets. At the last Council election some candidates littered excessively with corflutes blowing on the road, being graffitied, stolen, accusations, confrontations made, police involvement, and generally making the City in Parts look like boganville.

*The Mayor advised that election signage is controlled by the Planning and Development (Local Planning Schemes) Regulations 2015 and Planning Policy 3.3.1 Control of Advertisements. Candidates are responsible for managing election signage, including graffiti and littering, in accordance with the City's requirements and those of Main Roads WA. Vandalism and stolen signs are a matter for the Police.*

**4.10 Ms Julie Norbury, Waikiki – FOGO**

The Mayor invited Ms Norbury to present her questions to the Council.

Ms Norbury asked the following questions:

1. What would changing back to weekly red-bin collection cost Council, how much of this cost would be passed on to the average ratepayer, and what other strategies has council considered to ease the current problem (eg further education of the public, banning of plastic packaging, etc?)

*The Mayor advised that should Council resolve to reintroduce a weekly general waste collection it is anticipated to cost ratepayers an additional \$5M in the first year and \$2.5M for each subsequent year.*

*The City acknowledges that transitioning to the new collection system is a significant change for our residents. We will continue to support our residents in a variety of ways with ongoing community education, clear guidance and practical resources and tips. City Officers are also available to meet with residents to provide specific support and guidance.*

2. According to the Annual Report, FOGO is expected to divert 12,500 tonnes of organic waste from landfill. What are the expected benefits to the life of Millar Road, and to rates in this Financial Year?

*6:36pm Cr Buchanan rejoined the meeting.*

*The Mayor advised that the direct impact is difficult to quantify, but reductions in waste to landfill contribute to extending the overall lifespan of the Millar Road Landfill facility.*

*The waste service charge incorporates all costs associated with delivering the City's waste management service. Any adjustment to the volume of waste handled at the landfill will be reflected in the City's costs including the State Landfill Levy. Such changes will impact the City's waste services charges.*

3. I note that the Millar Road Recycling Shop has been closed for some time. Why is this, when will it open again, and what changes will be made to ensure it is run more efficiently in the future?

*The Mayor advised that the Millar Road Reuse shop was closed in preparation for the Millar Road Landfill redevelopment which will include a more efficient waste separation and recovery process. Given the operating constraints the Reuse shop will not be reopening.*

**4.11 Ms Emma Madle, Rockingham - Lark Hill race day**

The Mayor invited Ms Madle to present her question to the Council.

Ms Madle asked the following question:

My questions are in relation to the proposed \$50,000 sponsorship for the Lark Hill Race Club, the 'iconic event' that's due to be held over the ANZAC Day weekend. As we know, horse racing is an outdated practice that involves cruelty to animals: high injury and death rates, harsh training pressures, and the routine disposal of horses once they're no longer profitable. The State Government already uses tax payer money to fund racing, local councils should focus on family friendly and community events which benefit residents and promote positive, healthy lifestyles.

With that in mind, how can Council justify allocating public funds to promote an industry where exploitation is built into the model, because it profits from the performance of these animals?

Regardless of any welfare standards that may be promised, how can Council reasonably claim those assurances remove the underlying harm when the financial incentive remains the same and the risks to horses are inherent to racing? The RSPCA themselves state on their website concerns including a lack of enforceable standards, inadequate regulation, and a lack of industry transparency - so what genuine reassurance can the Council offer the community that this sponsorship won't contribute to animal harm or simply normalise it under the banner of an 'iconic' event?

I also want to ask about gambling. In the previous Corporate and Community Development Committee meeting, the question was raised about whether Council would be sponsoring and promoting a gambling event on a wider stage. The response was that there would be no references to gambling and that it should be viewed solely as a horse-racing event.

Is Racing and Wagering WA not involved in the event, will betting at TAB not occur? If we remove gambling language from flyers, does that actually change what the event is, or does it simply make the gambling element less visible while still being central to the industry and the audience it attracts? 46% of people who gamble are at risk of gambling harm and the Australian Gambling Research Centre found that 77% of Australians are concerned about the availability of gambling and feel that there are too many opportunities for gambling.

If Council says this is a ticketed event and people know what they're attending, how does that justify public funding—especially when it still sends a message beyond ticket-holders about what Rockingham endorses as 'iconic'?

*The Mayor advised that horse racing is legal in WA and is regulated by legislation*

*The application states that animal welfare education will be part of the event, in partnership with Off The Track WA. The activation will include showcasing the care, retraining and rehoming of retired racehorses. They also advised they will ensure compliance with racing regulations and animal welfare standards throughout the event.*

*The report contains detailed information in relation to the assessment of the application and as you are aware the matter is on tonight's agenda and will be considered by Council.*

**4.12 Mr Tim Pearce, Cooloongup – Red bin collection**

The Mayor invited Mr Pearce to present his question to the Council.

Mr Pearce asked the following question:

I notice Councillor Mbano's motion to return to weekly general waste collection. Whilst he may have received many complaints about the change from weekly to fortnightly collection it does not follow that a majority of residents want a return to weekly collection. It does however highlight that there are many residents who are experiencing some difficulty with the change. Rather than spending considerable effort in describing why councillor Mbano's motion should not be accepted, council officers could be investigating and assisting those who are experiencing difficulty. This could be by way of education, perhaps investigating an alternate type of bin, perhaps a nappy collection service, providing alternate locations for bin storage or even providing a weekly service where no other option is reasonable - there is at least one council truck collecting general waste on the recycling week!

1. Can the councillors please direct it's officers to assist those having issues with general waste collection being fortnightly instead of weekly.

*The Mayor advised that the City acknowledges that some residents are facing challenges transitioning to the new collection system. The City recognises that community education plays a vital role in the success of this program.*

*We will continue to support our residents in a variety of ways with ongoing community education, clear guidance and practical resources and tips. Importantly, City Officers remain available to meet with residents to provide specific support and guidance and we encourage anyone having challenges to contact the City.*

*The Mayor noted that the comment about the one truck could be collecting the medical waste bins that remain weekly. It is a City of Rockingham service that collects red lid bins, the green and yellow are collected by Veolia.*

**4.13 Ms Rebecca Privilege, Secret Harbour – Alcohol at Council meeting dinners / Acknowledgement of City officers**

The Mayor invited Ms Privilege to present her questions to the Council.

Ms Privilege asked the following questions:

Alcohol spend re the after Council Meeting dinners, so let's just use the provided forecast spend on alcohol October 2025 to the end of 2025, ie \$350.

Would Council please advise -

1. Is this dollar figure spend triggered by a minimum reorder point?

*The Mayor advised that ordering of alcohol is completed on a needs basis.*

2. What is the total dollar value of the stock on hand?

*The Mayor advised approximately \$746*

3. Is this alcohol used for any other functions?

*The Mayor advised Yes, a small number of Civic events and functions held in the Reception Room in accordance with the City's Policy.*

4. How often is a stocktake done?

*The Mayor advised that periodic stocktakes are undertaken dependant on activity.*

I would like to thank those that I have had such positive experiences again with this year the customer service team, both in person and via email; Amanda Fairhead and Fiona Meenan - Grants team; Paul Hayward - Capacity Building; Amanda Deans - Early Childhood; Bethany Dubberlin – Seniors; Jane McCrea – Volunteers; and Brooke Whitmore, who has been such a strong supporter, encourager and champion of the Town Teams in the City.

Everyone has made my dealings with the City easy and pleasant, and for that, I thank you.

*The Mayor thanked Ms Privilege for her comment.*

**4.14 Dr Alicia Sutton, Rockingham – Lark Hill race day**

The Mayor invited Ms Ong to present her questions to the Council.

Ms Ong asked the following questions:

1. ANZAC weekend is a time of solemn remembrance. Can the Council please explain how funding a horse-racing event aligns with the spirit and purpose of ANZAC commemoration, particularly given the historical suffering of horses in wartime and ongoing welfare concerns in racing today and why our ratepayer money should support a gambling event?

*The Mayor advised that Council understands the importance of Anzac Day on 25 April and notes the proposed event is scheduled for 26 April. Notwithstanding, your comments are noted.*

**4.15 Ms Diane Park, Waikiki – FOGO / Social Media / Council Dinners / Chronicle**

The Mayor invited Ms Park to present her questions to the Council.

Ms Park asked the following questions:

FOGO personally I think it's going very well and the majority of the residents are embracing it, just as we did with recycling. We accepted when Council changed our big red bins to small bins.

However, when it comes to the fortnightly collection of red bins this council appear not to want to listen to residents and their suffering. A small red bin containing nappies, dog/cat deposits, soft plastics, Styrofoam, takeaway food containers sitting in elevated temperatures leads to a very unhealthy environment for residents. I have read reports of the past weather causing more flies etc but if we do not give them a festering environment to feast on then they are less inclined to visit us.

Every morning, incredibly early we walk our dogs, mainly because of the heat, and the amount of rubbish sitting at dog waste disposal bins is horrendous, dumping is happening everywhere.

We voted for you to be our voice in Council, we believed that would happen, how disappointed we are becoming the dangling carrot of dollars are more important than the health and sanitation of those you stood to represent.

Ms Park read out a post that she came across on social media regarding the red bin collection.

1. Have we got a Council that has integrity, transparency and accountability?
2. Can Council please supply a full breakdown of costs of Councillors/Staff dinners after council meetings and how many attend each time?
3. Can Council please supply a full break down of all costs associated with the production of the Chronicle Magazine?

*The Mayor took the questions on notice.*

**4.16 Mr Ben Smith, Rockingham – Squash courts**

The Mayor invited Mr Smith to present his question to the Council.

Mr Smith asked the following question:

1. Currently there is about 90kms between Mandurah and Blue Gum Centre which is where the nearest squash clubs are. How do we go about getting inclusion of squash courts in any future City of Rockingham recreation centres?

*The Mayor took the question on notice.*

**4.17 Ms Praneetha Kurmala, Rockingham – Lark Hill race day**

The Mayor invited Ms Kurmala to present her question to the Council.

Ms Kurmala asked the following question:

My question is in relation to the Lark Hill Iconic event funding. So even acknowledging that there are rules in welfare frameworks, serious incidents in WA racing have still occurred. Horses have still been killed and euthanised at track meetings, have still been abandoned on safety grounds. Even the RSPCA itself states that there are no mandatory welfare practices or standards for race horses and points to problems like enforceability, regulation and transparency. Finally, this is the key commitment that I'm seeking, given the City's stated values on its website, includes ethics, specifically riding, we know the difference between right and wrong, honesty and ethical behaviour and empowerment. We make concerned and informed decisions.

1. Will Council commit that future iconic event funding and funding in general will only support ethical events that reflect community values and will not be used for events that normalise animal exploitation or promote gambling, especially when there are better ways to build culture, pride and cohesion in Rockingham?

*The Mayor took the question on notice.*

**4.18 Mr Mark Pink, Secret Harbour – Lark Hill race day**

The Mayor invited Mr Pink to present question to the Council.

Mr Pink asked the following question:

I would like to provide context and outline the significant community benefits associated with the return of racing to Lark Hill ahead of the upcoming event. The response from the community that I've seen has been overwhelmingly positive, in excess of 500 members joined within 24 hours demonstrating strong local support and engagement. This event also marks the first time racing has returned to Lark Hill in 23 years, a milestone that carries historical and community significance for the City of Rockingham.

The event will deliver tangible economic benefits by supporting local businesses, including hospitality, accommodation, transport and service providers. Lark Hill is surrounded by a large and growing trainer population in Karnup. Many participants and stakeholders are already based within or closely connected to the local area.

	<p>Importantly, Off The Track will be present on the day actively promoting animal welfare and supporting the post race racing care and re-homing of retired race horses. This aligns with community expectations around responsible animal management. The return of racing to Lark Hill presents as a strategic opportunity for the City to host future race meetings, particularly during periods when Ascot and Belmont are unavailable due to renovations.</p> <p>1. When was the last time the Comet Bay Ward had over 3,000 people at a social community event?</p> <p><i>The Mayor took the question on notice and noted that the matter is before Council for a decision this evening.</i></p> <p><b>6:57pm</b> There being no further questions the Mayor closed Public Question Time.</p>
<b>5.</b>	<b>Applications for Leave of Absence</b>
	<p>Deputy Mayor Schmidt has requested leave of absence for the period 1 February 2026 to 4 March 2026 inclusive.</p> <p>Cr Middlecoat has requested leave of absence for the period 5 December 2025 to 31 January 2026 inclusive.</p> <p><b>Moved Cr Jecks, seconded Cr Hudson:</b></p> <p>That Council <b>APPROVES</b> the application by:</p> <ol style="list-style-type: none"> <li>1. Deputy Mayor Schmidt for leave of absence for the period 1 February 2026 to 4 March 2026 inclusive; and</li> <li>2. Cr Middlecoat for leave of absence for the period 5 December 2025 to 31 January 2026 inclusive.</li> </ol> <p style="text-align: right;"><b>Carried – 10/0</b></p>
<b>6.</b>	<b>Confirmation of Minutes of the Previous Meeting</b>
	<p><b>Moved Cr Crichton, seconded Cr Liley:</b></p> <p>That Council <b>CONFIRMS</b> the Minutes of the Ordinary Council meeting held on 25 November 2025, as a true and accurate record.</p> <p style="text-align: right;"><b>Carried – 10/0</b></p>
<b>7.</b>	<b>Matters Arising from Minutes of Previous Meeting</b>
	<p>Nil</p>
<b>8.</b>	<b>Announcement by the Person Presiding without Discussion</b>
	<p><b>6:58pm</b> The Mayor 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 Council meeting.</p>
<b>9.</b>	<b>Declarations of Members and Officers Interests</b>
	<p><b>6:58pm</b> The Chief Executive Officer noted the following declarations of interests.</p> <p><b>9.1 Item CD-027/25 Lark Hill Race Club 2025 – Request for Iconic Event Sponsorship</b></p> <p>Council Member: Cr Craig Buchanan</p> <p>Type of Interest: Impartiality</p> <p>Nature of Interest: Several proponents are known to Cr Buchanan. Cr Buchanan declares that he will deal with the matter on its merits and vote accordingly.</p> <p>Extent of Interest: Not Applicable</p>

<b>10.</b>	<b>Petitions/Deputations/Presentations/Submissions</b>
	<p><b>10.1 Deputation – Ms Jane Bremmer, Chair of Toxics Free Australia and Campaign Coordinator of Zero Waste Australia – CS-020/25 Notice of Motion Proposed re-introduction of weekly general waste service</b></p> <p><b>6:59pm</b> The Mayor invited Ms Bremmer to make her deputation</p> <p>Ms Bremmer made a number of points noting the importance of FOGO and spoke in favour of the current fortnightly red bin collections including:</p> <p>Organics make up nearly 50% of our MSW stream. Diverting this waste stream from landfill significantly reduces methane emissions. FOGO policy represents direct action on climate, and direct action to preserve the carbon in this waste resource, via composting and return to the biosphere as Soil Organic Carbon (SOC). FOGO is the most progressive waste management policy Australia has ever made. It is practiced all over the world successfully.</p> <p>Using our organic waste to create compost, sequestering this carbon back into the soil, improving soil health, increasing yields and the health and viability of vast landscapes used for industrial agriculture, supports farmers, our environment and climate.</p> <p>Waste management policy whether at a state or Local government level must be developed for the best interests of our environment, residents and public health. While it is frustrating for families who rely on disposable nappies, we cannot make such essential government policies on a small sub section of the population. There are many alternatives to disposable nappies and sanitary products. Many LGA's provide support for residents with babies to help them move from disposables to cloth nappies, including financial incentives and other supports.</p> <p>If you have maggots in your residual waste bin then you need to stop putting organic waste in it. Organic waste including food scraps left in tins, packaging and bottles should be rinsed prior to putting in the red bin.</p> <p>Dog and cat poo is a LGA problem that can be solved through composting. Residents can compost their own dog poo and councils could create a specific dog poo composting operation for their own locality.</p> <p>I urge councillors to support the officer's recommendation to continue the fortnightly red in collection.</p> <p><b>7:10pm</b> The Mayor thanked Ms Bremmer for her deputation.</p>
<b>11.</b>	<b>Matters for which the Meeting may be closed</b>
	Nil
<b>12.</b>	<b>Receipt of Minutes of Committees</b>
	<p><b>Moved Cr Liley, seconded Cr Hudson:</b></p> <p>That Council <b>RECEIVES and NOTES</b> the minutes of the:</p> <ul style="list-style-type: none"> <li>· Planning and Asset Services Committee meeting held on 8 December 2025;</li> <li>· Audit Committee meeting held on 9 December 2025; and</li> <li>· Corporate and Community Development Committee meeting held on 9 December 2025</li> </ul> <p style="text-align: right;"><b>Carried – 10/0</b></p>
<b>13.</b>	<b>Recommendations of Committees</b>
	<p><b>Withdrawn Items</b></p> <p>The following report items were withdrawn for discussion -</p> <p>PD-029/25 Urban Forest Strategy 2025-2035</p> <p>GM-021/25 Annual Report and Annual Electors Meeting 2024/2025 (Absolute Majority)</p> <p>CD-027/25 Lark Hill Race Club 2025 – Request for Iconic Event Sponsorship</p>

## Audit Committee

### Audit Committee



<b>Report number / title:</b>	<b>AC-003/25</b> <b>Council Policy Review – Credit Cards</b>
File number:	CPM/109-4
Proponent/s:	
Author:	Mr Alvin Santiago, Manager Financial Services
Other Contributor/s:	
Date of Committee meeting:	9 December 2025
Previously before Council:	
Disclosure of Interest:	
Nature of Council's role:	Executive
Attachments:	<ol style="list-style-type: none"><li>1. Council Policy – Credit Cards – reviewed October 2025 (marked up version)</li><li>2. Minutes of the Audit Committee meeting held on 9 December 2025</li></ol>
Maps/Diagrams:	
Site:	
Lot Area:	

## Purpose of Report

To seek Council's endorsement of reviewed Council Policy – Credit Cards (**Policy**).

## Background

The Policy was originally adopted in October 2022.

At the Ordinary Council Meeting dated, 27 February 2024, Council resolved to defer item CS-002/24 Council Policy Review: Credit Cards and asked that the policy review be presented at a Councillor Engagement Session (**CES**).

The policy review on credit cards and the details of related internal control activities on credit cards were presented at the 10 September 2024 CES. On 28 May 2025, the Office of the Auditor General (**OAG**) published its audit report on Local Government Management of Purchasing Cards for Larger Metropolitan Entities (**OAG Performance Audit Report**). The comments gathered from the Council Members and the recommendations of the OAG report were considered and are now incorporated in the proposed revised Council Policy – Credit Cards.

## Details

The feedback from majority of the Council Members at the September 2024 CES was that sufficient internal controls exist over credit card use. However, stronger controls over credit card use for alcohol and meals were suggested.

Furthermore, the May 2025 OAG Performance Audit Report recommended the following:

- Clear policy on reasonable and allowable expenditure
- Only staff with financial delegations should be issued with cards
- Require formal application and approval process
- Cardholders must sign an agreement acknowledging obligations
- Training on obligations and card use required
- Inclusion of all purchasing cards such as store cards and fuel cards
- Prompt cancellation and record of card destruction
- Clear timeframes for review and approval of credit card acquittals
- Independent review of CEO transactions
- Monthly report detailing card purchases to Council
- Ongoing monitoring and periodic audit
- Prohibit reward points for personal gain
- Strict prohibition on card sharing
- Prohibition of personal use even if reimbursed

## Implications to Consider

### a. Consultation with the Community

It is not proposed to seek public consultation as only minor and clarificatory changes have been made to the Policy.

### b. Consultation with Government Agencies

Not Applicable

### c. Strategic

#### Community Plan

This item addresses the Community's Vision for the future and specifically the following Aspiration and Strategic Objective(s) contained in the Strategic Community Plan 2023-2033:

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

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

### d. Policy

The Council Policy – Credit Cards has been reviewed in accordance with the Policy Framework. The existing Council Policy – Credit Cards was originally adopted in October 2022.

### e. Financial

Nil

### f. Legal and Statutory

Section 6.8 of the *Local Government Act 1995* states that a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure -

- a) is incurred in a financial year before the adoption of the annual budget by the local government;

- b) is authorised in advance by resolution; or
- c) is authorised in advanced by the mayor or president in an emergency

**g. Risk**

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

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

*Customer Service / Project management / Environment: High and Extreme Risks  
Finance / Personal Health and Safety: Medium, High and Extreme Risks*

Nil

**Comments**

After considering the comments and feedback gathered from the September 2024 CES and the findings and recommendations of the OAG Performance Audit Report, the following changes to the Policy are proposed:

- Requiring pre-approval for alcohol
- Inclusion of the term "allowable business use" and definition of allowable and non-allowance expenses
- Reference to delegation requirements and restriction of card issue accordingly
- Addition of clause specifying application and approval process for card issue
- Added the required timeframe for monthly card acquittals and review
- Clarified the independent review of CEO transactions
- Clarified that the monthly credit card report should include the following details: date, payee, purpose and amount.

It should be noted the majority of the proposed changes were already covered in the Executive Standards and related procedures.

This item was presented to the Audit Committee on 9 December 2025 where it was supported without change.

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council **APPROVES** the reviewed Council Policy – Credit Cards.

**Audit Committee Recommendation**

That Council **APPROVES** the reviewed Council Policy – Credit Cards:

**Council Policy - Credit Cards**

**Council Policy Objective**

To provide direction on the use of credit cards by City employees and ensure credit cards are issued and used appropriately for City purposes with adequate controls maintained.

**Council Policy Scope**

The policy applies to employees involved with direct corporate credit card use and oversight.

**Council Policy Statement**

Credit cards may only be issued to employees where operational need is established and where efficiency and best value can be achieved in purchasing goods and services. Credit cards must be

used appropriately for City purposes that are allowable business use, within relevant delegations and in accordance with this policy and associated procedures.

Cardholders must:

- Meet all requirements when applying for and using credit cards pursuant to the Council Policy – Procurement Framework and associated Executive Standards and procedures
- Sign the purchasing card use agreement acknowledging obligations associated with purchasing card use
- Ensure credit cards are only used for City purposes
- Not use the purchasing cards for any personal purchases, even if reimbursement is intended
- Not use the credit card for cash advances, over the counter cash withdrawals, ATM transactions, purchase of bank cheques, travellers' cheques or foreign currency without the express written permission of the Chief Executive Officer (CEO)
- Not purchase alcohol, unless pre-approved by a manager, director or CEO
- Not enrol or use the credit card for any type of reward system that provides cardholders with any personal benefit or reward
- Ensure credit cards are only used by the cardholder to whom it has been issued. Credit card sharing is strictly prohibited.
- Follow the instructions provided in Executive Standards and procedures related to credit cards and procurement.
- Comply with the Service Provider's conditions of use
- Immediately report lost, stolen or damaged cards to the financial institution and the Credit Card Administrator
- Report any suspicious or unauthorised expenditure to the financial institution and the Credit Card Administrator
- Return credit cards prior to periods of extended leave or upon termination.

The Chief Executive Officer must:

- Ensure only eligible staff with financial delegations are approved to be issued with credit cards
- Report monthly to Council with a list of credit card transactions including date, payee, purpose and amount
- Ensure all CEO transactions are reviewed by the Director Corporate Services and signed by the Mayor.
- Review credit card use, allocation, limits and compliance to Standards and procedures annually.
- Report any suspected or instances of credit card fraud to the Audit Committee.
- Maintain Executive Standards and procedures to ensure that:
  - Eligibility and need for a card is subject to proper application and approval process
  - Credit cards are operated effectively in accordance with statutory requirements
  - Credit cards are acquitted monthly and on a timely basis
  - Tax invoices/transaction receipts are evidenced and reconciled for all transactions
  - Credit card usage meets City of Rockingham procurement requirements
  - Credit cards are returned on periods of extended leave or termination of employment
  - Management and internal controls are maintained
  - Cardholder awareness and training is provided on credit card process and use requirements.

Misuse of credit cards may lead to disciplinary action being instituted under the relevant terms and conditions of the offending cardholder's employment contract and may lead to the matter being reported in accordance with Part 3 of the *Corruption, Crime and Misconduct Act 2003*.

### Definitions

**Allowable business use** – any business-related expenditure including travel, training, hospitality, and subscriptions. Alcohol is not allowable unless pre-approved.

**Cardholder** - an employee who has been issued with a credit card bearing their name and signature.

**City purposes** - mean purposes that are in direct connection with, or a direct consequence of, the cardholder's duties or any other employees' duties within the City.

**Credit Card Administrator** - means the employee nominated by the City with responsibility for the administration of purchasing cards in the City including:

- Issuing the purchasing card to the cardholder and ensuring the cardholder signs the purchasing card immediately
- Ensuring compliance with these rules to the extent they relate to administrative matters
- Ensuring compliance with internal controls established by the City in respect of each purchasing card
- Reporting breaches of these rules to the Director Corporate Services
- Acting as a point-of-contact for cardholders.

**Credit card** - is a card issued by the Service Provider to employees for the purchase of goods or services through cashless purchasing transactions on credit.

**Extended Leave** - leave for periods greater than six weeks.

**Service Provider** - means the banking service provider appointed by the City from time-to-time.

### Legislation

Local Government (Financial Management) Regulations 1996 – Regulation 11

Corruption and Crime Commission Act 2003 – Part 3

### Other Relevant Policies/ Key Documents

Council Policy – Procurement Framework

Issue Notes (Terms of Use) as provided by the Service Provider

### Responsible Division

Corporate Services

### Review Date

November 2028

Committee Voting – 4/0

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

Not Applicable

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

Not Applicable

## Council Resolution

### Moved Deputy Mayor Schmidt, seconded Cr Liley:

That Council **APPROVES** the reviewed Council Policy – Credit Cards:

### Council Policy - Credit Cards

#### Council Policy Objective

To provide direction on the use of credit cards by City employees and ensure credit cards are issued and used appropriately for City purposes with adequate controls maintained.

#### Council Policy Scope

The policy applies to employees involved with direct corporate credit card use and oversight.

#### Council Policy Statement

Credit cards may only be issued to employees where operational need is established and where efficiency and best value can be achieved in purchasing goods and services. Credit cards must be used appropriately for City purposes that are allowable business use, within relevant delegations and in accordance with this policy and associated procedures.

Cardholders must:

- Meet all requirements when applying for and using credit cards pursuant to the Council Policy – Procurement Framework and associated Executive Standards and procedures
- Sign the purchasing card use agreement acknowledging obligations associated with purchasing card use
- Ensure credit cards are only used for City purposes
- Not use the purchasing cards for any personal purchases, even if reimbursement is intended
- Not use the credit card for cash advances, over the counter cash withdrawals, ATM transactions, purchase of bank cheques, travellers' cheques or foreign currency without the express written permission of the Chief Executive Officer (CEO)
- Not purchase alcohol, unless pre-approved by a manager, director or CEO
- Not enrol or use the credit card for any type of reward system that provides cardholders with any personal benefit or reward
- Ensure credit cards are only used by the cardholder to whom it has been issued. Credit card sharing is strictly prohibited.
- Follow the instructions provided in Executive Standards and procedures related to credit cards and procurement.
- Comply with the Service Provider's conditions of use
- Immediately report lost, stolen or damaged cards to the financial institution and the Credit Card Administrator
- Report any suspicious or unauthorised expenditure to the financial institution and the Credit Card Administrator
- Return credit cards prior to periods of extended leave or upon termination.

The Chief Executive Officer must:

- Ensure only eligible staff with financial delegations are approved to be issued with credit cards
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- Ensure all CEO transactions are reviewed by the Director Corporate Services and signed by the Mayor.
- Review credit card use, allocation, limits and compliance to Standards and procedures annually.

- Report any suspected or instances of credit card fraud to the Audit Committee.
- Maintain Executive Standards and procedures to ensure that:
  - Eligibility and need for a card is subject to proper application and approval process
  - Credit cards are operated effectively in accordance with statutory requirements
  - Credit cards are acquitted monthly and on a timely basis
  - Tax invoices/transaction receipts are evidenced and reconciled for all transactions
  - Credit card usage meets City of Rockingham procurement requirements
  - Credit cards are returned on periods of extended leave or termination of employment
  - Management and internal controls are maintained
  - Cardholder awareness and training is provided on credit card process and use requirements.

Misuse of credit cards may lead to disciplinary action being instituted under the relevant terms and conditions of the offending cardholder's employment contract and may lead to the matter being reported in accordance with Part 3 of the *Corruption, Crime and Misconduct Act 2003*.

### Definitions

**Allowable business use** – any business-related expenditure including travel, training, hospitality, and subscriptions. Alcohol is not allowable unless pre-approved.

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### Legislation

Local Government (Financial Management) Regulations 1996 – Regulation 11

Corruption and Crime Commission Act 2003 – Part 3

### Other Relevant Policies/ Key Documents

Council Policy – Procurement Framework

Issue Notes (Terms of Use) as provided by the Service Provider

**Responsible Division**

Corporate Services

**Review Date**

November 2028

**Carried – 10/0**

**The Council's Reason for Varying the Committee's Recommendation**

Not Applicable



Mayor Lorna Buchan

## Planning and Asset Services Committee

### Planning and Development Services Strategic Planning and Environment



<b>Report number / title:</b>	<b>PD-028/25</b>	<b>Proposed Metropolitan Region Scheme Amendments No.1446 'Rural' to 'Urban' - Lot 9004 McDonald Road, Baldivis</b>
File number:	LUP/2270	
Applicant:	Niche Studio	
Owner:	Carcione Nominees Pty Ltd and Mainday Holdings Pty Ltd	
Author:	Mr Tom Foulds, Coordinator Strategic Planning	
Other Contributors:	Mr Brett Ashby, Manager Strategic Planning and Environment	
Date of Committee meeting:	8 December 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:		
Maps / Diagrams:		<ol style="list-style-type: none"><li>1. Aerial Photograph</li><li>2. Metropolitan Region Scheme Map Excerpt</li><li>3. Proposed MRS Amendment Map</li><li>4. Concept Subdivision Plan</li><li>5. Public Open Space Concept Plan</li></ol>
Site:	Part Lot 9004 McDonald Road, Baldivis	
Lot Area:	1.29 ha (Amendment Area)	
LA Zoning:	Rural	
MRS Zoning:	Rural	

## Purpose of Report

To consider a proposed Amendment to the Metropolitan Region Scheme (**MRS**) for a portion of Lot 9004 McDonald Road, Baldivis (**subject area**), from 'Rural' to 'Urban', and to seek Council endorsement to lodge a submission to the Western Australian Planning Commission (**WAPC**).

## Background

### Planning Context

The surrounding residential development to the north and east has been identified for Urban purposes since 1994. The Baldivis North District Structure Plan was approved by the WAPC in 2000 and provided a framework for the preparation of local structure plans.

The surrounding area to the north and east was rezoned from 'Rural' to 'Development' via Amendment No.300 to the City of Rockingham (**City**) Town Planning Scheme No.1 in 2001, facilitating the subsequent structure planning and subdivision stages to occur. A structure plan for the adjoining area, 'Lot 306 McDonald Road', was approved in 2016.

## Details

### Site Characteristics and Context

The Amendment area comprises a 1.29ha portion of Lot 9004 McDonald Road and portions of Paria Street and Stonehedge Drive in Baldivis. The site adjoins residential development to the north and east, with a zoning and density of 'Residential (R25)' and 'Residential (R40)'. The land to the west and south (part of the subject site) is zoned 'Rural' and has been used historically for rural purposes.

There are no geomorphic wetlands, Bush Forever sites, threatened/priority flora and ecological communities identified within the Amendment area. Tuart Woodland, which is a Threatened Ecological Community, and a portion of Opwin Swamp Conservation Category Wetland (including the 50m buffer zone) are located within the broader site, however, these assets are located within future Public Open Space (**POS**).

The Amendment area contains a small amount of remnant vegetation consisting of 10 *Corymbia calophylla* (marri) and *Banksia grandis* (giant banksia), with a non-endemic weed understorey consisting of perennial veldt, watsonia and kikuyu grass. The Amendment area is currently being utilised as a compound for the civil contractor completing the surrounding subdivision and is largely degraded.

Natural elevation within the broader site area ranges from 16m Australian Height Datum (**AHD**) in the west to 4m AHD in the east.

The Amendment area has convenient access to existing utility and service infrastructure due to the neighbouring subdivision.

The City provided preliminary comments in relation to the proposed Amendment in November 2024, primarily noting concerns over the extent of earthworks adjacent to the future POS to west and their impact on the interface with the POS as well as vegetation retention.

### Purpose

MRS Amendment 1446 proposes to rezone 1.29ha of Lot 9004 from the 'Rural' zone to the 'Urban' zone under the MRS, to enable its development for residential purposes. The balance of the site (approximately 3.5ha) remaining in the 'Rural' zone is proposed to be ceded as POS to tie in with the approved POS immediately to the north (refer to Figures 4 and 5).

The MRS Amendment is being advertised for public comment until 23 December 2025. An excerpt of the MRS Amendment Map is included at Figure 2.

The proposed MRS Amendment request has been submitted with the following technical documents:

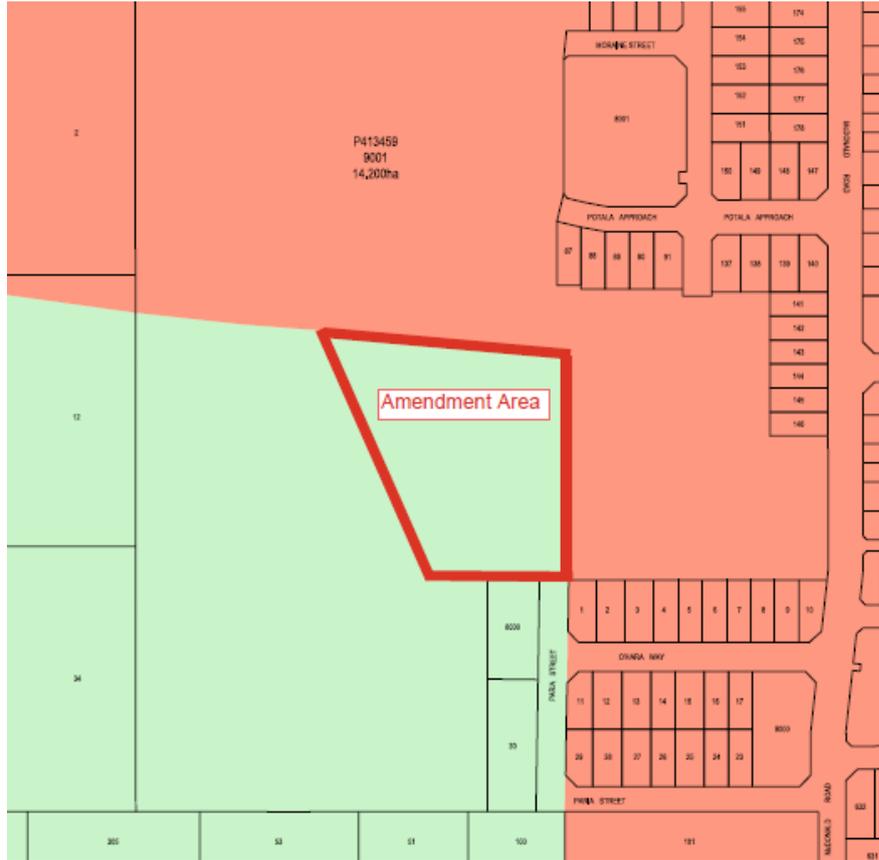
- Environmental Assessment Report
- Bushfire Management Plan
- Urban Water Management Plan
- Transport Impact Assessment
- Engineering and Servicing Report

Pursuant to the *Planning and Development Act 2005 (the Act)*, where the land is being transferred to the 'Urban' zone under a region scheme, the WAPC may resolve to concurrently amend the City's TPS2. In accordance with standard practice, a decision on whether to pursue a concurrent Amendment will be made by the Department of Planning, Lands and Heritage (**DPLH**) after the close of the public submission period.

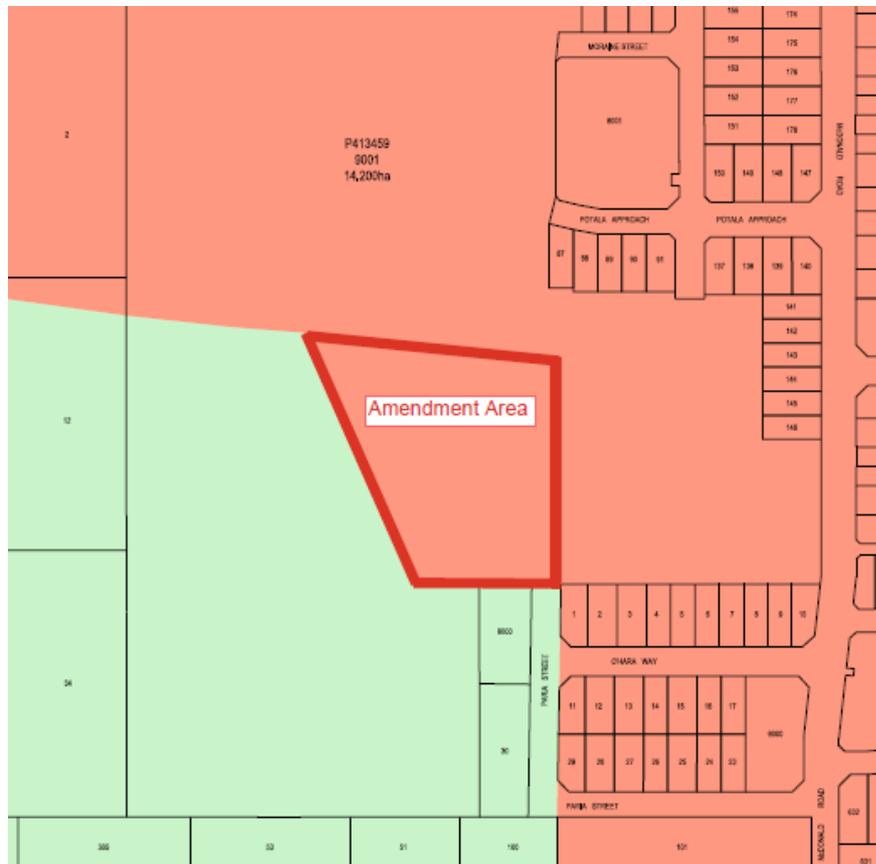
Subsequent to a successful rezoning to 'Urban' under the MRS and 'Development' under TPS2, a proposal to amend the Lot 306 McDonald Road Structure Plan will be required to incorporate and guide the subdivision of the subject area.



1. Aerial Photograph



2. Metropolitan Region Scheme Map Excerpt



3. Proposed MRS Amendment Map



4. Concept Subdivision Plan



5. Public Open Space Concept Plan

## Implications to Consider

**a. Consultation with the Community**

The proposed MRS Amendment is being advertised by the DPLH until 23 December 2025, to enable all stakeholders, including the City and the community, opportunity to review and provide comment on the proposal.

**b. Consultation with Government Agencies**

Referral to Government Agencies for comment is undertaken by the DPLH.

**c. Strategic**

Community Plan

This item addresses the Community's Vision for the future and specifically the following Aspirations and Strategic Objectives contained in the Strategic Community Plan 2023-2033:

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

**Outcome/Objective:** *Sustainable natural green spaces - Preserve and enhance biodiversity Sustainable natural green spaces - Preserve and enhance biodiversity*

**Aspiration:**                    **3. Built Environment - A built environment carefully planned for today and tomorrow**

**Outcome/Objective:** *Plan for sustainable growth - Balance growth while maintaining the identified natural environment Plan for sustainable growth - Balance growth while maintaining the identified natural environment*

**d. Policy**

Nil

**e. Financial**

Nil

**f. Legal and Statutory**

Planning and Development Act 2005

The governing legislation for amendments to an existing Region Planning Scheme (i.e. MRS) is set out in the *Planning and Development Act 2005 (the Act)*. Part 4, Divisions 1-4 of the Act set the relevant procedures to follow after resolving to prepare an Amendment to a Region Planning Scheme, including advertising requirements and referral to the Environmental Protection Authority.

**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

Perth and Peel @ 3.5million / Sub-Regional Planning Framework (the Framework)

*Perth and Peel @ 3.5million* sets the long-term spatial strategy for Perth and Peel to accommodate population growth to 3.5 million by 2050. The Framework provides sub-regional plans and guidance to State agencies, Local Government and industry to guide where new homes and jobs should be located.

A key principle of the Framework is to create a consolidated urban form that limits new greenfield subdivision to where they provide logical extension to the urban footprint. The Framework's definition of 'urban consolidation' includes 'the logical extension' or 'rounding off' of existing urban areas to effectively use existing social, service and transport infrastructure.

The proposed rezoning to 'Urban' is inconsistent with the Framework's designation of 'Rural', however, the Framework allows for redesignation where certain requirements are met, including:

- The protection of significant remnant vegetation and fauna habitat
- Acceptable bushfire risk
- Connection to reticulated wastewater services

The proposed rezoning is considered to satisfy the above requirements due to the following:

- Environmental attributes of the broader site are almost exclusively limited to areas west and south of the Amendment area. The assets contained throughout the broader site are able to be protected through the subsequent Structure Plan process, and ceding the land to the Crown for the purpose of POS through the subdivision process.
- The Amendment area has been degraded by the past land use practices and is almost entirely clear of vegetation; none of the remnant vegetation within the proposed 'Urban' area represents priority or threatened species.
- The Bushfire Management Plan (**BMP**) demonstrates that potential bushfire hazards can be mitigated through standard responses.
- The Civil Servicing Report notes that the Amendment area abuts fully serviced residential development and therefore optimises the use of existing service infrastructure. These conclusions will be assessed by the relevant servicing agencies through this referral process.

The proposal is considered to satisfy the principles of 'urban consolidation' in that it is a logical 'rounding off' of the surrounding urban area, ensuring efficient use of the land and protection of the site's environmental assets through POS.

#### Concept Plan

A Concept Subdivision Plan has been submitted with the proposed Amendment. The Concept Plan demonstrates:

- 3.5ha of Lot 9004 for POS, located outside of the MRS Amendment area.
- 1.29ha (being the Amendment Area) utilised for residential development to accommodate approximately 14 dwellings.
- Access can be obtained from the existing road networks located east and north of the subject site.

The rezoning to 'Urban' will establish a basis for progressing toward residential subdivision.

#### Interface with Public Open Space

Further consideration is required for the interface between the proposed 'Urban' zoned land and the future POS. The topography of the site needs to be considered through a revised earthworks strategy, given the indicative concept design suggests loss of vegetation within the POS. The concept design suggests the requirement for a retaining wall, due to excavation along the interface in the order of 3-5m.

In preliminary comments to the DPLH, the City raised this issue and suggested an alternative approach, being an extension to the proposed road reservation to 15m, to allow for the required retaining wall to be constructed within the road reserve. This approach will reduce the impact on vegetation within the future POS, allowing for better retention of significant trees and landform.

This issue is best resolved through the Structure Plan and subdivision stages.

#### Environmental Considerations

The future POS within the balance of the site is subject to existing environmental assets consisting of Tuart Woodland Threatened Ecological Communities and the Opwin Swamp, conservation category wetland (**CCW**) including the 50m buffer zone.

The environmental significance and ecological value of the two (2) assets should be considered as part of the proposed landscape concept plans supporting a future Structure Plan and subdivision design.

It is recommended that a redesign of the proposed POS Concept Plan (refer to Figure 5) be undertaken at subdivision stage to include conservation intent of the 50m CCW buffer, and potential planting and retention of vegetation (outside of the wetland/buffer and area of bushland) within the future POS. Furthermore, a Tree Protection Management Plan is recommended to be provided at the subdivision stage, as a condition of approval to ensure all trees marked for retention are adequately protected.

Through the Structure Plan process, it would be expected that the remnant vegetation and environmental assets of the site be designated as POS, which is a critical factor in the support of the Amendment.

#### Bushfire Management

The future POS and remnant bushland areas exhibit high conservation value. The BMP and Environmental Assessment Report Addendum both stipulate vegetation modification will likely be required to achieve compliance with *State Planning Policy 3.7 - Planning in Bushfire Prone Areas* and the associated guidelines, in terms of implementing a 21m Asset Protection Zone (**APZ**). The submitted BMP identifies an APZ entirely within future POS adjacent to Lots 11 and 12, however it would be expected that through the detailed planning stages the extent of APZ impacting POS is reduced.

It is important to note that outside of developed landscaped POS, the City does not support the management of bushland POS to a low threat state in order to achieve bushfire planning requirements, particularly where it involves vegetation modification to environmental assets and ongoing maintenance responsibilities for the City. It is recommended that the management and treatment of the POS be considered in greater detail at the Structure Plan and subdivision design stages. The City notes that the following should be considered:

- Extension of the proposed road reservation to 15m.
- Removal of the Pedestrian Access Way to relocate Lots 13 and 14 to the east.
- Implementation of a Local Development Plan which specifies the minimum dwelling setback from the primary street boundary.

These technical considerations at the detailed planning stages assist to reduce the impact on vegetation within the future POS by increasing the separation between classified vegetation and the future dwellings. This approach would ultimately reduce the extent of APZ within the bushland POS.

#### Traffic and Transport Considerations

As considered above, it is recommended that the road reservation along the west boundary abutting the future POS be increased from 13m to 15m and an earthworks strategy be explored through the Structure Plan and subdivision stage.

The proposed east/west connection of Stonehenge Drive at the northern point of the subject site is required to be perpendicular and consistent with the alignment of the east/west proposed road, ensuring the current road priority remains. A minor Amendment to the indicative concept design is recommended to ensure safety and sight lines of future traffic and pedestrian movement east/west along Stonehenge Drive to the existing constructed portions of the road.

#### Conclusion

The proposal is consistent with the principles of 'urban consolidation' as defined by the Framework, given the Amendment represents a 'rounding off' of the adjacent urban area. The Amendment ensures efficient use of the land, and provides a pathway (via Structure Plan and subdivision design) for the protection of the environmental assets of the broader site through future POS.

### **Voting Requirements**

Simple Majority

### **Officer Recommendation**

That Council **ENDORSES** the lodgement of a submission on proposed Metropolitan Region Scheme Amendment No.1146 for Part Lot 9004 McDonald Road, Baldivis, which supports the land being rezoned from 'Rural' to 'Urban' and contains the matters raised in the Officer Report.

### Committee Recommendation

That Council **ENDORSES** the lodgement of a submission on proposed Metropolitan Region Scheme Amendment No.1146 for Part Lot 9004 McDonald Road, Baldivis, which supports the land being rezoned from 'Rural' to 'Urban' and contains the matters raised in the Officer Report.

Committee Voting (Carried) – 6/0

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

Not Applicable

### Council Resolution

**Moved Cr Jecks, seconded Deputy Mayor Schmidt:**

That Council **ENDORSES** the lodgement of a submission on proposed Metropolitan Region Scheme Amendment No.1146 for Part Lot 9004 McDonald Road, Baldivis, which supports the land being rezoned from 'Rural' to 'Urban' and contains the matters raised in the Officer Report.

**Carried – 10/0**

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

Not Applicable

## Planning and Development Services Strategic Planning and Environment



<b>Report number / title:</b>	<b>PD-029/25</b> <b>Urban Forest Strategy 2025-2035</b>
File number:	PKR/90-4
Applicant:	
Owner:	
Author:	Miss Karina Graham, Administration and Projects Support Officer
Other Contributors:	Mr Brett Ashby, Manager Strategic Planning and Environment
Date of Committee meeting:	8 December 2025
Previously before Council:	26 August 2025 (PD-022/25)
Disclosure of Interest:	
Nature of Council's role:	Executive
Attachments:	<ol style="list-style-type: none"><li>1. Draft Community Plan Strategy Urban Forest 2025-2035</li><li>2. Street Tree Planting Plan</li></ol>
Maps / Diagrams:	<ol style="list-style-type: none"><li>1. Land Use Zones as per the UFS</li></ol>
Site:	
Lot Area:	
LA Zoning:	
MRS Zoning:	

### Purpose of Report

To consider the draft Community Plan Strategy - Urban Forest Strategy 2025-2035 (**UFS**) for adoption following conclusion of the public consultation period.

### Background

The UFS builds on the outcomes of the City's existing Greening Plan 2017. The change from a 'Greening Plan' to a UFS aligns with urban forest initiatives from the Western Australian Local Government Association (**WALGA**) providing consistency with work being undertaken with other members of WALGA's Urban Forest Working Group.

The UFS provides a holistic and comprehensive approach designed at improving the health of the entire 'urban forest' across the City of Rockingham (**City**), whereas the Greening Plan focussed on the technical requirements of increasing canopy itemised by suburbs primarily on land managed by the City.

The draft UFS was considered by Council at its meeting in August 2025 when it resolved to approve it for the purpose of inviting public comment. The minutes from PD-022/25 provide background to the review process, however, key information relevant to the UFS is provided below.

Data Capture

In January 2024, the City contracted Arbor Carbon to undertake an aerial data capture of the City which included:

- tree canopy coverage (all vegetation greater than 3m in height),
- vegetation coverage generally (up to 3m in height),
- turf,
- thermal heat mapping,
- tree height, and
- vegetation condition mapping.

The data capture calculated the City-wide Canopy cover as 13.7%, all vegetation as 37.3% (canopy and non-canopy vegetation) and non-vegetation as 62.7%.

Methodology

For the purpose of the UFS, all living vegetation three (3) metres or above in height is classified as 'canopy'. All living vegetation less than three (3) metres in height is classified as 'non-canopy' vegetation, this includes turf, grass, shrubs and small trees. Non-vegetation includes asphalt, concrete and other building materials, as well as bare earth, sand and dead grass.

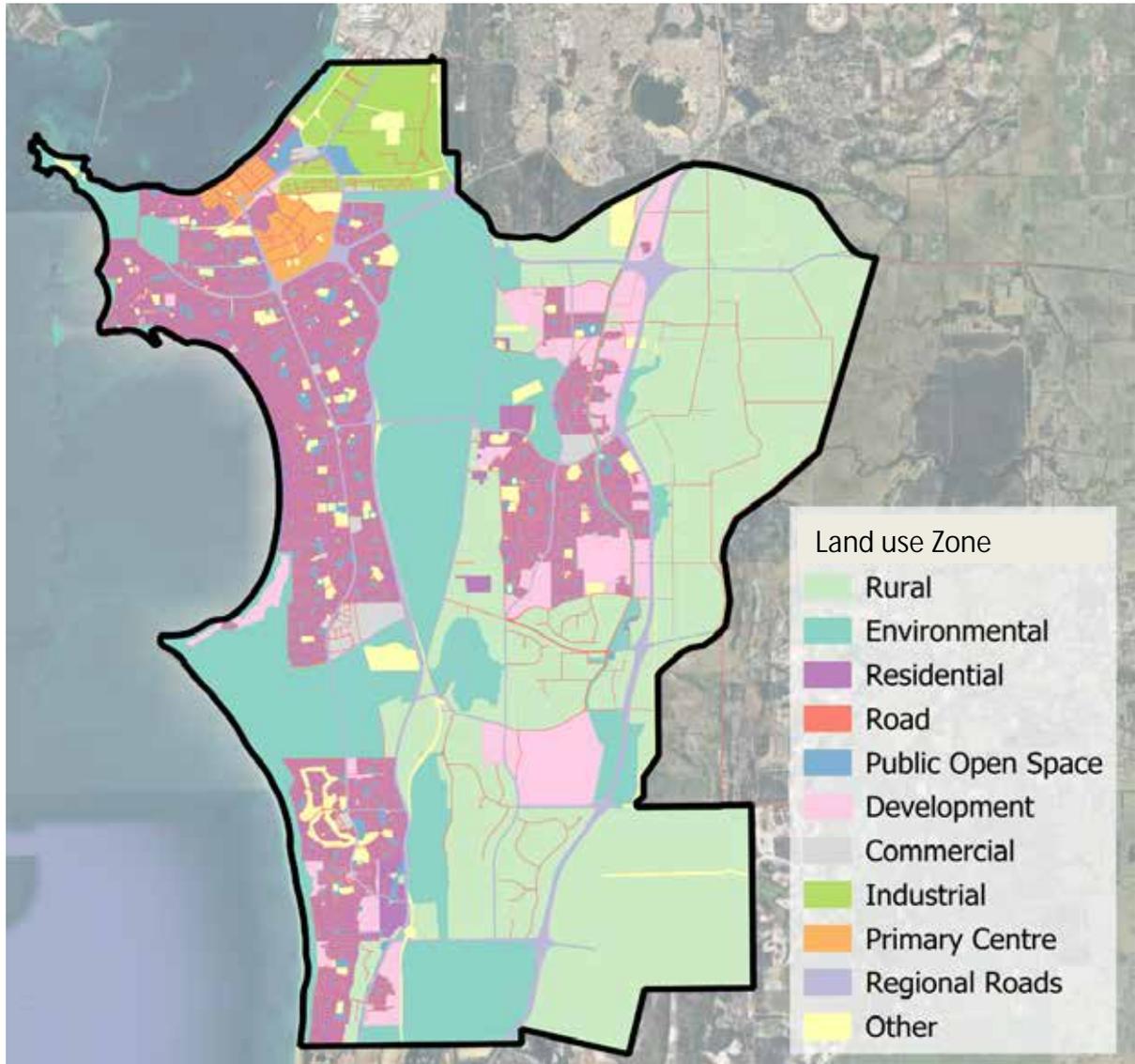
Vegetation cover was calculated for each:

- suburb
- land use classification
- public open space area
- road area; and
- City as a whole.

Land use zones were determined using the City's Town Planning Scheme No.2 (Table 1 and Figure 1).

Land Use Zone	Area (ha)	Canopy Area (ha)	Canopy %
Rural	8618	1308.9	15.2
Environmental	5703	1164.8	20.4
Residential	3213.5	188.6	5.9
Road	1654.2	130	7.9
Public Open Space	563	125.5	22.3
Development	1474	87.9	6.0
Commercial	244.9	3.4	1.4
Industrial	725.2	88.6	12.2
Primary Centre	277.6	21.6	7.8
Regional Roads	998	106.9	10.7
Other	1047.2	129.4	12.9

Table 1: Canopy Cover by Land Use Zone



1. Land Use Zones as per the UFS

#### Draft UFS

The UFS identifies four (4) Strategic Priorities, as follows:

- Keep the trees we have;
- Plant where we can;
- Advocate; and
- Educate.

These priorities inform the four (4) Key elements and Goals as outlined below:

#### **Key Element 1 - Protect and Value**

Protecting and valuing the 'urban forest' is fundamental to ensuring its longevity and viability. This Key Element emphasises the importance of preserving existing trees and recognising their ecological, economic and social benefits. Trees take many decades to provide notable canopy cover, and as such, targets cannot be achieved without increased focus on existing tree preservation.

This Key Element contains three (3) Goals as outlined below, with four (4) new and one (1) ongoing action. Some of the actions incorporated into this Key Element include:

- (i) Value Public Trees
  - Investigate mechanisms for the application of penalties that can be applied as a deterrent to unauthorised tree damage to trees on public land.
- (ii) Protect Public Trees
  - Formalise existing documentation on how the City protects and maintains its tree assets.
- (iii) Protect Private Trees
  - Advocate that the State Government introduce stronger tree protection regulations and policies.

### **Key Element 2 - Expand, Increase and Integrate**

Expanding the urban canopy with an integrated approach is essential for enhancing the environmental and social benefits to the community. This Key Element focuses on increasing tree planting to ensure equitable access to green spaces. Integrating urban forestry into broader urban planning, capital works and development processes is vital for creating sustainable, liveable cities.

This Key Element contains four (4) goals as outlined below, with five (5) new and three (3) ongoing actions. Some of the actions incorporated into this Key Element include:

- (i) Increase Canopy on Public Land
  - Implement 10-year tree planting program.
- (ii) Integrate delivery of this Plan and Urban Forest Programs
  - Establishing a cross-departmental working group to monitor implementation of this plan.
- (iii) Improve Conditions for Tree Planting
  - Ensure tree planting programs consider soil composition and health to support strong, resilient and healthy trees.
- (iv) Improve Canopy Outcomes on Development Sites
  - Advocate to the Western Australian Planning Commission to include a standard condition for the provision of street trees in residential subdivisions.

### **Key Element 3 - Monitor, Manage and Maintain**

Effective management and maintenance of the urban forest is crucial for sustaining its health and maximising its benefits. Managing trees as assets and employing best practice urban forestry techniques will ensure the longevity of the asset. Investing in a tree inventory and developing a comprehensive tree maintenance program that includes regular inspections, maintenance schedules and risk assessments is essential for proactive management.

This Key Element contains three (3) goals as outlined below, with one (1) new and four (4) ongoing actions. Some of the key actions incorporated into this Key Element include:

- (i) Develop a Robust Tree Inventory and Proactive Maintenance Program
  - Investigate the development of a tree asset inventory for trees on City management land with priority for new trees planted under the Urban Forest Strategy.
- (ii) Enhance Operational Efficiency
  - Undertake a review of operational tree planting methodologies to determine the most effective and cost efficient delivery of the Strategy.
- (iii) Implement an Urban Forest Monitoring and Reporting Framework
  - Develop a monitoring and reporting framework for tree canopy and planting efforts, incorporating two-yearly aerial canopy and vegetation cover acquisition.

#### **Key Element 4 - Collaborate, Educate, Incentivise and Advocate**

Raising awareness of the benefits of trees across the community can drive change. Bringing the community 'along for the journey' and establishing a strong relationship with the community will improve how efficiently and successfully the City can deliver on its goals.

This Key element contains four (4) Goals as outlined below, with four (4) new actions and three (3) ongoing actions. Some of the actions incorporated into this Key Element include:

- (i) Raise Public Awareness of the Benefits of Urban Trees
  - Develop a range of educational materials, to improve awareness of tree benefits.
- (ii) Strengthen Community Engagement and Stewardship
  - Undertake community tree planting programs, involving residents in their neighbourhoods and parks to foster a sense of ownership and pride in the urban forest.
- (iii) Implement Incentive Programs to Encourage Tree Planting and Care
  - Implement landowner environmental management grants program as per the Environmental Protection Strategy.
- (iv) Advocate for Increased State Government Engagement
  - Advocate to State Government for a review and update of the Rockingham Lakes Regional Park Management Plan.
  - Advocate to State Government for increase management (weed control, rehabilitation planting) for the Rockingham Lakes Regional Park.

#### **Measuring Success of the UFS**

Setting canopy cover targets is crucial as they establish criteria for assessing the UFS's success over time. These targets highlight essential metrics that can be reliably measured to gauge progress.

##### Canopy Cover Targets

The City faces a number of challenges when it comes to increasing canopy particularly on privately managed land; these include:

- Being an outer Metropolitan growth local authority, substantial new residential lots are created within the City each year and this is proposed to continue for the foreseeable future. Much of the growth occurs in greenfield settings where it is common for vegetation cover to be reduced through the land development process.
- Lack of State Government tree protection laws (in response to this the City is currently investigating the introduction of a Tree Protection Policy to protect trees on private property);
- Reduced space for trees on private land due to urban densification (i.e. reduced lot sizes); and
- Impacts on the health of existing trees from development.

As such, the UFS includes:

- Canopy cover target **24.5%** (currently 17.9%) for City managed land (POS and streetscapes). This scenario is based on planting 100% of available planting space on streetscapes, and increasing canopy cover on POS by 20% (excluding playing fields).
- Aspirational City-wide canopy cover target **16.5%** (currently 13.7%) over the next 20 years.

The UFS will be accompanied by a Street Tree Planting Plan. Each street within the LGA was assigned a priority score based on:

- Current canopy over the street corridor (2024 aerial ArborCam data);
- Proportion of available planting space (APS) (2024 aerial ArborCam data);
- Mean land surface temperature (LST) of the street section (2024 aerial ArborCam data);
- Socio-economic disadvantage using the Index of Relative Socio-Economic Disadvantage (IRSD; ABS) for each street; and

- Location of urban heat islands (as identified in Section 4 of the Urban Greening Plan, Urban Heat Island Analysis)

The Street Tree Planting Plan includes a map of each suburb with the top 10 streets per suburb for prioritised planting.

**Implications to Consider**

**a. Consultation with the Community**

The draft UFS was published on the City’s ‘Share Your Thoughts’ webpage from 29 August 2025 to 26 September 2025, and information was posted within the Sustainability and Environment page on the City’s website. The draft UFS was also posted weekly on the City’s Facebook page and on Rockport.

At the close of advertising, nine (9) submissions were received. All submissions were supportive of the UFS and raised a number of comments/suggestions for consideration.

The following Table is a summary of the main comments raised from the submissions received and the City’s response.

Community Plan Strategy - Urban Forest 2025-2035
<p><b><u>Submission: Native and Understorey Planting,</u></b>                      Advocated for native plant species and understorey planting.</p>
<p><u>City’s Comment:</u>                      The Street Tree Planting Plan includes a Species Matrix will be utilised to identify a diverse range of suitable plant species, with a focus on ensuring species selected are suited to the location they are being planted in. This takes into account a range of criteria, with the selection of native species where appropriate being one criteria, rather than the sole consideration.                      Key Element 2 - Expand, Increase and Integrate, includes actions relating to understorey planting, notably through investigations into planting of micro/pocket forests.</p>
<p><b><u>Submission: Education, and Incentives</u></b>                      Advocated for education campaigns against wilful damage to trees and incentives for planting trees on private property.</p>
<p><u>City’s Comment:</u>                      Under current planning requirements, there is no mechanism in place to increase canopy cover on privately managed land. The City’s influence is generally restricted to development controls, local environmental plans, community education and engagement, and indirect methods like tree giveaway programs.                      Goal 1.3 of Key Elements 1 states, <i>“Implementing a tree protection policy is crucial for safeguarding mature trees on private land and preserving Rockingham’s overall canopy cover. This goal focuses on developing and ensuring private trees are protected and valued. Additionally, advocating for stronger tree protection regulations at the state level will reinforce local efforts, providing broader support and legal frameworks to protect trees and foster a community culture of tree stewardship across both public and private spaces.”</i>                      Actions to advocate that the State Government introduce stronger tree protection regulations and policies on private land and greenfield developments; and investigate the adoption of a Tree Protection Policy to assist in the protection of trees on private land form part of the draft UFS.                      Goal 4.2 of Key Element 4 states, <i>“Building a sense of community ownership over the urban forest is key to its sustainability. This goal focuses on engaging residents in hands-on urban forest activities and encouraging responsibility for local green spaces.”</i>                      The UFS includes an action to undertake education to raise public awareness of the benefits of trees in urban environments, in order to encourage the protection, maintenance and planting of trees on private property. This is supported by continuation</p>

<b>Community Plan Strategy - Urban Forest 2025-2035</b>
<p>of the annual 'Native Plants Giveaway' program, providing free native plants for residents to plant on private land.</p> <p>In terms of the incentives, the UFS includes an action to implement landowner environmental management plans program.</p>
<p>Considering the above, the submissions are noted and no changes to the draft UFS are recommended.</p>
<p><b><u>Submission: Additional Elements</u></b></p> <p>The submission requested the inclusion of two additional Key Elements:</p> <ul style="list-style-type: none"><li>· Key Element 5: enhancing biodiversity by also including ground covers, shrubs and locally significant wildflowers.</li><li>· Key Element 6: trials of redesigned street infrastructure (footpaths, storm water drains and nature strips) that capture and filter stormwater into new native vegetation beds to mimic the natural wetland processes.</li></ul>
<p><u>City's Comment:</u></p> <p>The UFS vision is for a resilient, sustainable urban forest that enhances ecological, social, and economic well-being, by expanding the tree canopy and engaging the community.</p> <p>The suggestion for a proposed Key Element 5 falls within Key Element 2 - Expand, Increase and Integrate as it proposes additional planting of non-canopy vegetation.</p> <p>Goal 2.1.3 of Key Element 2 states, "<i>Investigate opportunities for pocket/micro ("Miyawaki") forests within Public Open Space</i>".</p> <p>For this reason, it is not recommended that this proposal be incorporated in the UFS.</p> <p>With respect to proposed Key Element 6, as the primary purpose of bioretention swales is in relation to stormwater management, which are considered on a case-by-case basis, it is not recommended that this proposal be incorporated in the UFS.</p>
<p><b><u>Submission: Removal of Pine Trees</u></b></p> <p>Advocated for the removal of pine trees on Safety Bay foreshore, to be replaced with natives.</p>
<p><u>City's Comment:</u></p> <p>The intent of the UFS is to retain existing tree canopy, rather than remove and replace existing trees, unless there is a practical need for removal.</p> <p>While the Norfolk Island Pines are not native to Australia, they are part of the overall character of the area and are notable for their historical and aesthetic significance. As such, there are no plans for their removal.</p>
<p><b><u>Submission: Retention and Planting of Trees by Developers</u></b></p> <p>Advocated for developers to retain and better accommodate trees.</p>
<p><u>City's Comment:</u></p> <p>The City shares the desire for improved outcomes for retention and provisions of trees through the land development process, with actions included within the UFS to advocate for improved protection of trees, increased requirements for tree planting and enhanced guidance for developers.</p> <p>Goal 2.4 of Key Element 2 states, "<i>Embedding urban forestry principles into development guidelines ensures that new developments include sufficient green space and tree planting, promoting a greener urban landscape. Collaborations with developers and communities can support tree planting and maintenance efforts on both public and private lands.</i>"</p> <p>An action to develop a Guideline for developers to provide minimum standards for tree planting and establishment (subdivision and in-fill) forms part of the draft UFS.</p>

<b>Community Plan Strategy - Urban Forest 2025-2035</b>
Goal 4.3 of Key Element 4 states, “ <i>Providing incentives encourages active participation in urban forestry, motivating residents, businesses, and developers to plant and maintain trees. This goal focuses on offering rewards and recognition for urban forestry contributions.</i> ”
An action to investigate the implementation of a landowner environmental management grants program, as per the City’s adopted <i>Environmental Protection Strategy</i> , forms part of the UFS. No changes to the draft Urban Forest Strategy are recommended.
<b><u>Submission: Tree Maintenance and Monitoring</u></b> Advocated for tree maintenance schedules and monitoring for increased success rates, and increased planting of Grass Trees ( <i>Xanthorrhoea</i> ).
<u>City’s Comment:</u> Key Element 3 aims to proactively manage the City’s tree assets, monitor changes in canopy cover and apply best practice maintenance principles. Identified actions include: <ul style="list-style-type: none"><li>· Implement an industry recognised, quantified tree risk assessment safety management system to be utilised in the City’s approach to public tree maintenance.</li><li>· Investigate the development of a tree asset inventory for trees on City management land with priority for new trees planted under the Urban Forest Strategy.</li><li>· Appoint an Urban Forestry Officer to manage the implementation of the UFS including the management of the tree asset inventory database.</li><li>· Undertake a review of operational tree planting methodologies to determine the most effective and cost-efficient delivery of the UFS; and</li><li>· Develop a monitoring and reporting framework for tree canopy and planting efforts, incorporating two-yearly aerial canopy and vegetation cover acquisition.</li></ul> Considering the above, the submission is noted and no changes to the draft UFS are recommended.

**b. Consultation with Government Agencies**

Nil

**c. Strategic**

Community Plan

This item addresses the Community’s Vision for the future and specifically the following Aspirations and Strategic Objectives contained in the Strategic Community Plan 2023-2033:

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

**Outcome/Objective:**    *Sustainable natural green spaces - Increase tree canopy*  
*Sustainable natural green spaces - Improve amenity*  
*Sustainable natural green spaces - Preserve and enhance biodiversity*  
*Sustainable natural green spaces - Improve community open spaces*

**Aspiration:** **3. Built Environment - A built environment carefully planned for today and tomorrow**

**Outcome/Objective:** *Plan for sustainable growth - Balance growth while maintaining the identified natural environment*

*Plan for sustainable growth - Create safe community places to live, recreate and work*

**d. Policy**

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

**e. Financial**

The total annual cost of implementing the Strategy is \$837,434. Of this, \$450,000 is for existing/ongoing actions, as reflected in previous and current budget allocations and \$387,434 is for new actions to be recommended in future Team Plans.

**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 UFS builds on the work undertaken through the Greening Plan 2017 and will set strategic direction and vision for how the City manages its 'urban forest'.

It identifies how the City is currently managing its vegetation, in line with the goals and actions of the Greening Plan 2017, and outline pathways to facilitate improved outcomes, so that the benefits can be maximised for current and future generations.

The UFS recognises that the City plays a role in tree protection and increasing canopy but there are other stakeholders that also contribute (i.e. State Government). As a result, the UFS seeks to achieve outcomes under the City's control and also advocate that the other stakeholders introduce measures that deliver enhanced outcomes.

The submissions received were highly supportive of the UFS and the matters raised in those submissions are appropriately covered by existing actions in the draft UFS.

It is therefore recommended that the UFS be adopted.

## Voting Requirements

Simple Majority

## Officer Recommendation

That Council **ADOPTS** the Community Plan Strategy - Urban Forest Strategy 2025-2035 as advertised (Attachment 1).

## Committee Recommendation

That Council **ADOPTS** the Community Plan Strategy - Urban Forest Strategy 2025-2035 as advertised (Attachment 1).

Committee Voting (Carried) - 6/0

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

Not Applicable

**Council Resolution**

**Moved Cr Jecks, seconded Cr Robertson:**

That Council **ADOPTS** the Community Plan Strategy - Urban Forest Strategy 2025-2035 as advertised (Attachment 1).

**Carried – 10/0**

**The Council's Reason for Varying the Committee's Recommendation**

Not Applicable

## Corporate and Community Development Committee

### General Management Services Governance and Councillor Support



<b>Report number / title:</b>	<b>GM-021/25</b> <b>Annual Report and Annual Electors Meeting 2024/2025 (<i>Absolute Majority</i>)</b>
<b>File number:</b>	IFM/26 and GVR/60
<b>Proponent/s:</b>	
<b>Author:</b>	Mr Jim Olynyk, Manager Governance and Councillor Support
<b>Other Contributor/s:</b>	
<b>Date of Committee meeting:</b>	9 December 2025
<b>Previously before Council:</b>	
<b>Disclosure of Interest:</b>	
<b>Nature of Council's role:</b>	Executive
<b>Attachments:</b>	1. Draft Annual Report 2024/2025
<b>Maps / Diagrams:</b>	
<b>Site:</b>	
<b>Lot Area:</b>	

### Purpose of Report

To adopt the City of Rockingham Annual Report for 2024/2025 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 2024/2025 is proposed to be scheduled for 6pm Thursday 5 February 2026, which is a similar timeframe to the 2023/2024 AEM.

### Details

Council at its meeting of 25 November 2025 adopted the Independent Auditor's Report and the Audited Financial Report for the year ended 30 June 2025. These Reports will be combined with the Annual Report for final consideration by Council at its meeting on Tuesday 16 December 2025.

## 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 \$8,000.00 (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.

**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 2024/2025 is sought.

If Council adopts the Annual Report for 2024/2025 the Annual Electors Meeting must be held no later than 56 days after this resolution, that being Tuesday 10 February 2026.

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 5 February 2026 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 6 February 2025	49	6:00pm	8:25pm	60
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 2025, as detailed in Attachment 1.
2. **APPROVES** the Annual Electors Meeting for 2024/2025 to be held on Thursday 5 February 2026 commencing at 6pm.

## Committee Recommendation

That Council:

1. **ADOPTS** the Annual Report for the financial year ending 30 June 2025, as detailed in Attachment 1.
2. **APPROVES** the Annual Electors Meeting for 2024/2025 to be held on Thursday 5 February 2026 commencing at 6pm.

Committee Voting (Carried) – 6/0

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

Not Applicable

### Council Resolution

**Moved Deputy Mayor Schmidt, seconded Cr Hudson:**

That Council:

1. **ADOPTS** the Annual Report for the financial year ending 30 June 2025, as detailed in Attachment 1.
2. **APPROVES** the Annual Electors Meeting for 2024/2025 to be held on Thursday 5 February 2026 commencing at 6pm.

**Carried by Absolute Majority – 10/0**

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

Not Applicable

## Community Development Community Capacity Building



<b>Report number / title:</b>	<b>CD-026/25</b>	<b>Tertiary Scholarship Scheme – TSS Council Policy, Eligibility Criteria and Assessment Criteria Review</b>
File number:	CSV/1522	
Proponent/s:		
Author:	Ms Rebekka Jarvis, Coordinator Community Capacity Building	
Other Contributor/s:	Ms Amanda Fairhead, Community Grants Officer Mr Paul Hayward, Manager Community Capacity Building	
Date of Committee meeting:	9 December 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:	1. Tertiary Scholarship Scheme Council Policy ( <i>marked up version</i> )	
Maps / Diagrams:		
Site:		
Lot Area:		

### Purpose of Report

To seek Council approval to retain the existing Tertiary Scholarship Scheme (**TSS**) assessment criteria, and to remove the requirement for annual assessment criteria review from the Council Policy.

### Background

#### The Tertiary Scholarship Scheme

The Tertiary Scholarship Scheme supports eligible Rockingham residents to complete an Undergraduate University Degree and/or TAFE/VET Diploma for the first time through a nationally recognised provider. The Scheme offers the following scholarship categories:

- Undergraduate University Degree – up to \$10,000 per scholarship, equating to \$2,500 per year (\$1,250 per semester) for up to four years or until completion, whichever occurs first.
- TAFE/VET Diploma – up to \$4,000 per scholarship, equating to \$2,000 per year (\$1,000 per semester) for up to two years or until completion, whichever occurs first.

#### Administration of the Scheme

The TSS was previously administered through the Rockingham Education and Training Advisory Committee (**RETAC**). Following Council's decision in February 2025 to disband several advisory committees, including RETAC, responsibility for administering the Scheme transitioned to an officer-led process. Officers now assess applications against Council-endorsed criteria and present recommendations directly to Council.

### Assessment Criteria Review

Under Council Policy – Tertiary Scholarship Scheme, City officers are required to review and recommend assessment criteria annually. In the past officers reviewed the assessment criteria and then sought endorsement from RETAC. However, this process no longer occurs as RETAC has disbanded. Officers therefore recommend removing this requirement, with the full Policy – including assessment criteria - to be reviewed every three years, in accordance with the City’s standard Council Policy review process.

#### Details

### Assessment Criteria Review

The current assessment criteria used by officers to evaluate eligible applications are:

- Limited family support
- Clear study pathway linked to career aspirations
- First in family to attend tertiary education
- Demonstrated capacity to achieve further education
- Involvement in the Rockingham community (e.g. volunteering or participation in community events/programs)
- Applicant’s age at time of application, with preferential weighting in favour of younger applicants

In accordance with Council’s Policy, officers have conducted this review and confirmed that the criteria remain relevant, robust and fit-for-purpose. No changes are recommended.

### Amendment to Council Policy

As noted above, annual review of the assessment criteria is currently required. Previously, this review was undertaken by officers and then presented to RETAC for endorsement. With RETAC now disbanded, this process no longer occurs.

Therefore, as part of the current review, officers have examined both the assessment criteria and the Policy itself. Given that the criteria have remained appropriate and consistent for several years, officers recommend removing the requirement for annual assessment criteria review. Instead, the full Policy - including its assessment criteria - would be reviewed on a three-year cycle, consistent with the City’s standard Council policy review process.

This approach provides a clear and practical review process, consistent with how other Council policies are reviewed.

#### 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**

**Outcomes/Objectives:** *Quality Leadership - Ensure accountable and transparent governance*

*Sustainable Local Government - Optimise City resources*

*Sustainable Local Government - Continual improvement*

**d. Policy**

The TSS operates in accordance with the Tertiary Scholarship Scheme Council Policy and the Governance and Meeting Framework Policy. This Framework requires all new or significantly amended policies to be subject to a 14 day public comment period. As the proposed changes are minor and consistent with the intent of the TSS Policy, public consultation is not considered necessary.

**e. Financial**

Nil

**f. Legal and Statutory**

Not Applicable

**g. Risk**

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

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

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

Nil

### Comments

Officers have undertaken the required annual review of the Tertiary Scholarship Scheme assessment criteria in accordance with Council Policy – Tertiary Scholarship Scheme. The review confirmed that the existing criteria continue to be appropriate, clearly aligned to the purpose of the Scheme, and effective in supporting consistent and equitable assessment of applications. No amendments are proposed at this time.

To date, the Council Policy has required officers to review the assessment criteria annually, and officers then presented any recommended changes to the RETAC for endorsement. With RETAC now disbanded, this process no longer occurs. Officers have therefore considered the ongoing need for an annual review, noting that the criteria have remained consistent for several years.

In this instance, aligning the TSS Policy with the City's standard three-year Council Policy review cycle is considered more appropriate. This change would remove an administrative requirement that is no longer deemed necessary, while ensuring the full Policy, and the assessment criteria, continues to be reviewed regularly. This proposed amendment maintains the integrity of the Scheme, supports efficient policy management, and aligns with other Council Policy review processes and timeframes.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council:

1. **APPROVES** the amended Tertiary Scholarship Scheme Council Policy to read:

#### Tertiary Scholarship Scheme

##### Objective

To enable more Rockingham residents to complete tertiary qualifications, primarily an Undergraduate University Degree, and/or a TAFE/VET Diploma (see Definitions).

##### Scope

This policy establishes the applicant's age requirements, scholarship categories, financial commitment, and assessment criteria in order to facilitate the successful delivery of the scholarship program.

## Statement

### Scholarship Purpose

To support eligible Rockingham residents aged 17 and above to complete an Undergraduate University Degree and/or TAFE/VET Diploma for the first time from a nationally recognised provider (see Definitions).

### Scholarship Categories

Based on an annual budget amount of up to \$90,000, inclusive of previously committed funds for the relevant year, the scholarship scheme will provide:

- up to 24 scholarships for Undergraduate University Degree in the amount of \$10,000 per scholarship, equating to \$2,500 per year (\$1,250 per semester), for up to four (4) years or upon completion of degree, whichever occurs first, for an Undergraduate University Degree
- up to 15 scholarships for TAFE/VET Diploma in the amount of up to \$4,000 per scholarship, equating to \$2,000 per year (\$1,000 per semester), for up to two (2) years, or upon completion of Diploma whichever occurs first, for a Diploma.

The above funds/scholarship category are notional, and if not utilised can be used in the other category, although the total amount is capped at \$90,000 p/a.

### Scholarship Eligibility and Assessment Criteria

#### Eligibility Criteria

Successful applicants must meet the following eligibility criteria:

- City of Rockingham resident for a minimum of three (3) years at the time of the application
- aged 17 and above
- an Australian Citizen or Permanent Resident
- can demonstrate financial hardship for the duration of the scholarship term (see Definitions)
- must provide a letter of offer or evidence of current enrolment at a nationally recognised University, TAFE/VET provider (see Definitions)
- have a minimum of two (2) full semesters (12 months) of study remaining from the TSS round closing date
- must be completing an Undergraduate University Degree and/or TAFE/VET Diploma for the first time

An existing qualification for a TAFE/VET Diploma does not preclude the person from applying for an Undergraduate University scholarship.

Successful recipients are only eligible to receive one scholarship per scholarship category.

#### Assessment Criteria

All scholarship applications received are administered and assessed by City officers, in line with the assessment criteria. Officers will make recommendations to Council to determine the outcome of all applications received.

### Executive Policies and Procedures

The CEO shall ensure that executive policies and procedures are implemented that provide for the effective and equitable consideration, approval, distribution, measurement and acquittal of scholarship funds.

### Definitions

**Scholarship:** financial support provided to a Rockingham resident aged 17 and above to enable access to an appropriate tertiary education qualification.

**Financial hardship:** scholarship applicant and/or applicant's family, if applicant is still a dependant is in receipt of a Health Care Card or support payment/benefit/pension or tax support through either Department of Human Services or Department of Veterans Affairs.

**Tertiary education:** in accordance to the Australian Qualification Framework (AQF, 2013), this includes qualifications from AQF Level 5 (Diploma) to AQF Level 7 (Bachelor Degree). AQF Level 8 Bachelor Honours Degree may be considered if honours is part of an undergraduate degree. A post-graduate honours will not be considered.

**Nationally recognised provider:** AQF providers nationally recognised by the Tertiary Education Quality Standard Agency (TEQSA) for higher education providers and universities, or AQF providers nationally recognised on the National Register of Vocational Education and Training (VET) in Australia.

**TAFE:** Technical and Further Education

**VET:** Vocational Education and Training

### Legislation

Nil

### Other Relevant Procedures / Key Documents

Council Policy – Policy Framework

Tertiary Scholarship Scheme Guidelines

### Responsible Division

Community Development

### Review Date

December 2028

2. **APPROVES** the following Tertiary Scholarship Scheme assessment criteria until December 2028:
- Limited family support
  - Clear study pathway linked to career aspirations
  - First in family to attend tertiary education
  - Demonstrated capacity to achieve further education
  - Involvement in Rockingham community (i.e. volunteering, attendance at Rockingham community events/programs)
  - Applicant's age at time of application, with preferential weighting to be in favour of younger applicants

## Committee Recommendation

That Council:

1. **APPROVES** the amended Tertiary Scholarship Scheme Council Policy to read:

### Tertiary Scholarship Scheme

#### Objective

To enable more Rockingham residents to complete tertiary qualifications, primarily an Undergraduate University Degree, and/or a TAFE/VET Diploma (see Definitions).

#### Scope

This policy establishes the applicant's age requirements, scholarship categories, financial commitment, and assessment criteria in order to facilitate the successful delivery of the scholarship program.

## Statement

### Scholarship Purpose

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Based on an annual budget amount of up to \$90,000, inclusive of previously committed funds for the relevant year, the scholarship scheme will provide:

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The above funds/scholarship category are notional, and if not utilised can be used in the other category, although the total amount is capped at \$90,000 p/a.

### Scholarship Eligibility and Assessment Criteria

#### Eligibility Criteria

Successful applicants must meet the following eligibility criteria:

- City of Rockingham resident for a minimum of three (3) years at the time of the application
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- an Australian Citizen or Permanent Resident
- can demonstrate financial hardship for the duration of the scholarship term (see Definitions)
- must provide a letter of offer or evidence of current enrolment at a nationally recognised University, TAFE/VET provider (see Definitions)
- have a minimum of two (2) full semesters (12 months) of study remaining from the TSS round closing date
- must be completing an Undergraduate University Degree and/or TAFE/VET Diploma for the first time

An existing qualification for a TAFE/VET Diploma does not preclude the person from applying for an Undergraduate University scholarship.

Successful recipients are only eligible to receive one scholarship per scholarship category.

#### Assessment Criteria

All scholarship applications received are administered and assessed by City officers, in line with the assessment criteria. Officers will make recommendations to Council to determine the outcome of all applications received.

### Executive Policies and Procedures

The CEO shall ensure that executive policies and procedures are implemented that provide for the effective and equitable consideration, approval, distribution, measurement and acquittal of scholarship funds.

### Definitions

**Scholarship:** financial support provided to a Rockingham resident aged 17 and above to enable access to an appropriate tertiary education qualification.

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**Tertiary education:** in accordance to the Australian Qualification Framework (AQF, 2013), this includes qualifications from AQF Level 5 (Diploma) to AQF Level 7 (Bachelor Degree). AQF Level 8 Bachelor Honours Degree may be considered if honours is part of an undergraduate degree. A post-graduate honours will not be considered.

**Nationally recognised provider:** AQF providers nationally recognised by the Tertiary Education Quality Standard Agency (TEQSA) for higher education providers and universities, or AQF providers nationally recognised on the National Register of Vocational Education and Training (VET) in Australia.

**TAFE:** Technical and Further Education

**VET:** Vocational Education and Training

### Legislation

Nil

**Other** Relevant Procedures / Key Documents

Council Policy – Policy Framework

Tertiary Scholarship Scheme Guidelines

### Responsible Division

Community Development

### Review Date

December 2028

2. **APPROVES** the following Tertiary Scholarship Scheme assessment criteria until December 2028:
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  - Clear study pathway linked to career aspirations
  - First in family to attend tertiary education
  - Demonstrated capacity to achieve further education
  - Involvement in Rockingham community (i.e. volunteering, attendance at Rockingham community events/programs)
  - Applicant's age at time of application, with preferential weighting to be in favour of younger applicants

Committee Voting (Carried) – 6/0

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

Not Applicable

### Council Resolution

**Moved Cr Hudson, seconded Cr Crichton:**

That Council:

1. **APPROVES** the amended Tertiary Scholarship Scheme Council Policy to read:

#### Tertiary Scholarship Scheme

#### Objective

To enable more Rockingham residents to complete tertiary qualifications, primarily an Undergraduate University Degree, and/or a TAFE/VET Diploma (see Definitions).

## Scope

This policy establishes the applicant's age requirements, scholarship categories, financial commitment, and assessment criteria in order to facilitate the successful delivery of the scholarship program.

## Statement

### Scholarship Purpose

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An existing qualification for a TAFE/VET Diploma does not preclude the person from applying for an Undergraduate University scholarship.

Successful recipients are only eligible to receive one scholarship per scholarship category.

#### Assessment Criteria

All scholarship applications received are administered and assessed by City officers, in line with the assessment criteria. Officers will make recommendations to Council to determine the outcome of all applications received.

### Executive Policies and Procedures

The CEO shall ensure that executive policies and procedures are implemented that provide for the effective and equitable consideration, approval, distribution, measurement and acquittal of scholarship funds.

### Definitions

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**TAFE:** Technical and Further Education

**VET:** Vocational Education and Training

### Legislation

Nil

**Other** Relevant Procedures / Key Documents

Council Policy – Policy Framework

Tertiary Scholarship Scheme Guidelines

### Responsible Division

Community Development

### Review Date

December 2028

2. **APPROVES** the following Tertiary Scholarship Scheme assessment criteria until December 2028:
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  - Involvement in Rockingham community (i.e. volunteering, attendance at Rockingham community events/programs)
  - Applicant's age at time of application, with preferential weighting to be in favour of younger applicants

Carried – 10/0

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

Not Applicable

## Community Development Economic Development and Tourism



<b>Report number / title:</b>	<b>CD-027/25</b> <b>Lark Hill Race Club 2025 – Request for Iconic Event Sponsorship</b>
<b>File number:</b>	ECD/65
<b>Proponent/s:</b>	Lark Hill Race Club
<b>Author:</b>	Ms Michelle Kite, Major Events and Contracts Officer
<b>Other Contributor/s:</b>	Mr Justin Fromm, Senior Economic Development Officer Mr Michael Holland, Director Community Development Ms Melissa James, Manager Economic Development and Tourism
<b>Date of Committee meeting:</b>	9 December 2025
<b>Previously before Council:</b>	
<b>Disclosure of Interest:</b>	
<b>Nature of Council’s role:</b>	Executive
<b>Attachments:</b>	
<b>Maps / Diagrams:</b>	
<b>Site:</b>	
<b>Lot Area:</b>	

### Purpose of Report

For Council to consider providing Iconic Event Sponsorship funding to Lark Hill Race Club for the running of the inaugural “Rockingham Races at Lark Hill Race Club” (**RRLHRC**) in April 2026.

### Background

The City of Rockingham (**City**) Tourist Destination Strategy 2024-2029 includes an action in Key Element 4 – Event Attraction and Activation to “encourage and attract third parties to host iconic events”. Additionally, the City’s Economic Development Strategy 2025-2030 includes an action in Key Element 5 – Workforce Development and Liveability to “plan and support a year-round calendar of activities to boost visitation, support local businesses, and create a dynamic community atmosphere”.

The City received an application for Iconic Event Sponsorship from the Lark Hill Race Club on 13 October 2025. Following an initial review, Officers met with representatives from the Lark Hill Race Club on 15 October to discuss the initial proposal, and request further information to be provided in order to meet the requirements of the Iconic Event Sponsorship Guidelines. The final application for Iconic Event Sponsorship was received on 30 October 2025.

### Details

The RRLHRC Iconic Event Sponsorship proposal has been submitted to the City by the newly incorporated not-for-profit Lark Hill Race Club Inc. The committee includes Mark Pink as President, Lucas Martin as Vice President, Julie Godfrey as Secretary/Treasurer, and Courtney Pink as Event

Co-ordinator/Bar Manager/Marketing Manager, supported by committee members Ben Pearce, Dave Ryan and Hayden Ballantyne. The committee will work together to produce and promote the event, and have already secured a partnership with Perth Racing and Racing & Wagering Western Australia who will run the horse racing operations on the day.

The proposed RRLHRC will be an inaugural live thoroughbred horse race day aimed at growing the racing footprint in the Rockingham region. It will incorporate a professional regional race meet, family entertainment and local vendor engagement. The event is proposed for Sunday 26 April 2026, which is the ANZAC Day long weekend.

The committee’s long-term vision is to present a community-led but professionally managed race meeting at Lark Hill (the first ever), activating this space, and placing it in a prime position for future consideration of increased race hosting opportunities at Lark Hill.

The proposal for this event is a single day event running from 12pm – 8pm, and will, alongside the race meet, include event elements such as kids activities, a stage with live performers, container bars, and food trucks. There will also be a TAB trailer from TABTouch with dedicated gambling support. The organisers are also incorporating animal welfare education with a relevant activation, in conjunction with Off The Track WA.

The proposal also includes a robust marketing plan that will incorporate the following:

- National broadcast on TAB and Sky Racing (shown in more than 4,000 venues across Australia)
- Featured on 7Racing (approx. 175,000 viewers per race day)
- Appearance on major racing websites (receiving over 1.4 million views per week)
- Targeted social media campaigns
- Press releases and local media partnerships
- Community information sessions and flyers
- Campaigns in the wider racing community, such as possible podcasts, social media, live activations and radio campaign opportunities.

This is on top of promoting the new local club through merchandise and incentives for sports clubs and sponsors to promote membership within their networks.

While this proposal is for the first of what is intended to be an annual event, the Lark Hill Race Club has already identified the vision to grow to host three to four race meetings per year in the future. They have also identified the potential for the Lark Hill Thoroughbred Training Complex to play an increased role in Western Australia’s racing calendar in the future, potentially hosting eight to ten races a year as the Ascot and Belmont courses undergo planned renovations.

The below table summarises the detail submitted within the proposal in accordance with the Iconic Event Sponsorship Guidelines objectives and criteria:

Iconic Event Sponsorship Guidelines	Detail Provided in Iconic Event Sponsorship Submission
Demonstrate Economic Benefit	
Expected number of visitors attending the event from outside the Rockingham region	Aiming to attract 2,500 in-person spectators, and some additional participants/sponsors/racing representatives consisting of approximately: <ul style="list-style-type: none"> <li>• 200 interstate visitors</li> <li>• 1,000 intrastate visitors from outside the City of Rockingham</li> <li>• 600 overnight visitors (both interstate and intrastate)</li> </ul>
Estimated daily visitor spend	The daily spend has been identified as: <ul style="list-style-type: none"> <li>• \$200 for day visitors</li> <li>• \$800 for overnight visitors</li> </ul>

Iconic Event Sponsorship Guidelines	Detail Provided in Iconic Event Sponsorship Submission
<b>Demonstrate Economic Benefit</b>	
Length of stay in overnight accommodation	Based on early indications, the organisers are anticipating the following overnight stays: <ul style="list-style-type: none"> <li>· 200 from interstate</li> <li>· 400 from intrastate</li> </ul> These numbers include trainers, jockeys, owners, support staff and sponsors, as well as spectators.
Methodology, rationale and justification of economic benefit estimates	The organisers have advised that they have obtained these figures from early engagement with participants, trainers and sponsors. As this is a new event, further evidence of economic benefit estimates has not been provided, however City Officers have conducted an economic impact analysis which has been included in the comments section.
Opportunities for local business to leverage the event	<ul style="list-style-type: none"> <li>· Local suppliers/providers for event delivery</li> <li>· Sponsorship, with a significant number of sponsors already signed up to be involved in the event (including intrastate and interstate companies)</li> <li>· Marketing cross-promotion and collaboration packages with tourism and hotel operators</li> <li>· Direct to event attendee opportunities:                             <ul style="list-style-type: none"> <li>○ Catering and bar vendors located at the event</li> <li>○ Accommodation/hospitality/tourism businesses from overnight visitors</li> <li>○ Incidental purchases from day-trippers</li> </ul> </li> </ul> Due to the location of the Lark Hill Thoroughbred Training Complex, local business leverage relies heavily on direct engagement for event delivery.
<b>Marketing and Promotional Expectations</b>	
Marketing of the event will align with the City's Tourist Destination Strategy and Economic Development Strategy	<ul style="list-style-type: none"> <li>· \$20,000 has been allocated in the proposed budget for marketing</li> <li>· Marketing plan includes focus areas of greater Perth, Mandurah, Peel, Bunbury and regional WA</li> <li>· Digital advertising includes:                             <ul style="list-style-type: none"> <li>○ Social media campaign (Facebook and Instagram)</li> <li>○ Google Display Network ads</li> <li>○ Radio and audio through 6PR and Racing WA podcast</li> <li>○ Website listings on Eventbrite, Visit Perth, Destination Perth, WA Tourism Events Calendar</li> <li>○ Major racing websites (over 1.4 million views per week)</li> </ul> </li> </ul>

Iconic Event Sponsorship Guidelines	Detail Provided in Iconic Event Sponsorship Submission
	<ul style="list-style-type: none"> <li>· Press and Print                             <ul style="list-style-type: none"> <li>○ Advertisements/editorials in the West Australian (weekend edition) and community newspapers in Mandurah, Peel and Bunbury</li> <li>○ Media release to WA Today and PerthNow</li> </ul> </li> <li>· Tourism Collaborations                             <ul style="list-style-type: none"> <li>○ Cross-promotions with tourism operators in Rockingham</li> <li>○ Collaborative packages with hotel partners for the long weekend</li> <li>○ Integration and acknowledgement of the City's destination branding</li> </ul> </li> <li>· Media Partnerships, Talent and Influencers                             <ul style="list-style-type: none"> <li>○ Featuring local jockeys/trainers in promotional stories and interviews on Sky Racing and social media</li> <li>○ On-the-ground media, with potential for Racing.com or Sky interviews from Rockingham</li> <li>○ Partnership with WA-based lifestyle influencers (with 10k+ followers)</li> <li>○ "Race Day in Rockingham" campaign with influencers, including the City's destination branding tags</li> </ul> </li> </ul>
<p>The ability to attain media coverage and brand exposure outside the Rockingham region</p>	<ul style="list-style-type: none"> <li>· Target the intrastate market, specifically Greater Perth, Mandurah, Peel and Bunbury</li> <li>· Media coverage using dedicated racing channels including TAB (4,000+ venues across Australia), Sky Racing and 7Racing (175,000 viewers) for national coverage</li> </ul>
<p>Acknowledgment of the City's sponsorship</p>	<ul style="list-style-type: none"> <li>· Feature race of the day will be titled the "Rockingham Lark Hill Cup"</li> <li>· All races and related event references will carry the "Rockingham" name on TAB machines, betting apps and all event-produced materials, providing extensive exposure across WA and nationally</li> <li>· Sponsorship signage on-course, including entry points, near the mounting yard and along the home straight</li> <li>· Acknowledged by race callers throughout the day and during the media coverage and lead-up promotions</li> <li>· Logo recognition on digital advertising, promotional materials, race-day screens and post-event media releases.</li> <li>· Acknowledged on the Club social media pages as requested</li> <li>· Opportunity for activation zone or similar at the event</li> </ul>

Iconic Event Sponsorship Guidelines	Detail Provided in Iconic Event Sponsorship Submission
<b>Budget</b>	
Proposed budget	<p><b>Revenue</b></p> <ul style="list-style-type: none"> <li>· \$80,000 City sponsorship funding requested</li> <li>· \$142,500 in additional sponsor funding (\$82,000 secured, combined cash and in-kind)</li> <li>· \$84,000 ticket sales</li> <li>· \$30,000 club membership</li> <li>· \$20,000 hospitality</li> <li>· \$120,000 bar sales</li> <li>· \$2,500 from food trucks</li> <li>· \$10,000 uniform sales</li> </ul> <p><b>Total revenue: \$489,000</b></p> <p><b>Expenditure</b></p> <ul style="list-style-type: none"> <li>· \$35,000 marquee hire</li> <li>· \$21,000 for event and sponsorship signage*</li> <li>· \$15,000 security*</li> <li>· \$15,000 bus transfers/shuttle bus</li> <li>· \$15,000 container bar</li> <li>· \$15,000 tables and chairs</li> <li>· \$80,000 bar stock/requirements*</li> <li>· \$35,000 catering*</li> <li>· \$16,000 bands/performers*</li> <li>· \$6,000 stage hire</li> <li>· \$3,000 audit</li> <li>· \$2,625 website</li> <li>· \$3,000 till system</li> <li>· \$1,000 event wifi</li> <li>· \$1,000 governance costs (inc. liquor licence)</li> <li>· \$200 post box</li> <li>· \$20,000 marketing</li> <li>· \$20,000 event manager*</li> <li>· \$50,000 extra race requirements</li> <li>· \$15,000 club merchandise</li> <li>· \$3,000 ice</li> <li>· \$2,500 kids entertainment*</li> <li>· \$3,000 portable toilet hire*</li> </ul> <p><b>Total expenditure: \$377,325</b></p> <p>*Organisers have identified these will be with City of Rockingham businesses</p>
Total funding requested from the City	\$80,000

Other additional information provided with the proposal included a Business Plan, Risk Management Plan, Emergency Evacuation Plan, Complaints Management Plan, High Impact Outdoor Event Application, Marketing Plan, Bush Fire Plan, draft site plan and budget.

The requested \$80,000 Iconic Event Sponsorship funding from the City will support the delivery of the following event elements:

- Temporary fencing
- Event management
- Marquee and structures
- Audio and visual

Specific companies were not listed other than for the event management company, which is local business Mrs Sippi operated by committee member Courtney Pink, and is listed in the budget as \$20,000.

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

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

Tourist Destination Strategy 2024-2029

*Action Item 4: Encourage and attract third parties to host iconic events*

Economic Development Strategy 2025-2030

*Action Item 5: Plan and support a year-round calendar of activities to boost visitation, support local businesses, and create a dynamic community atmosphere, including allocate annual dedicated funding for Iconic Events*

**d. Policy**

Council Policy – Outdoor Events states that the City will not approve events: which promote tobacco or gambling; with alcohol promotion being the main purpose; which are discriminatory in nature; which involve endangered animals, or cruelty to animals; which prevents the public space from being used for its dedicated purpose; or which threaten ecologically sensitive areas.

**e. Financial**

An allocation of \$300,000 for Iconic Events (Economic Development and Tourism) has been included as part of the City's 2025/2026 budget. \$230,000 has already been approved by Council for the 2025 Rockingham Beach Cup, leaving a balance of \$70,000 available.

**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**

The City of Rockingham Iconic Event Sponsorship Guidelines defines an iconic event as:

- An annual or recurring event, or a one-off feature event
- A significant participation event, attracting approximately 10,000 or more attendees
- An event which:
  - provides opportunities to market the destination outside the Rockingham region by generating awareness and gaining extensive/high profile media coverage
  - generates significant economic impact for the local economy, and increased rates of visitation from people outside Rockingham.

As a requirement of the City's Iconic Event Sponsorship Guidelines, a minimum of 50% of the City's sponsorship funding is to be spent locally within the Rockingham region.

Officers have assessed the proposed RRLHRC in accordance with the Iconic Event Sponsorship Guidelines and have summarised the evaluation based on key event outcomes and considerations.

In relation to the above, the proposed RRLHRC is intended to achieve the following outcomes:

- A maximum capacity of approximately 2,500 spectators, plus participants, sponsors and support staff. Whilst this does not align with that of a significant participation event, the value of the proposed marketing and media reach, and potential for future recurring race meets to be held at Lark Hill Racetrack has been taken into consideration.
- An out of region marketing plan including key media partners such as TABtouch, Sky Racing, and 7Racing providing opportunities to market the destination with high profile media coverage
- Generate a strong economic impact to the local economy, including a long-term impact from ongoing race attraction.

When assessing the Iconic Event Sponsorship Application, the following options were considered:

**Option 1** – provide no funding to the RRLHRC with consideration to the following:

- Based on the proposed budget, the event does not rely on the City's funding to proceed
- The event will be held over the ANZAC Day long weekend, which is already considered a busy time for the community and local businesses, particularly within the hospitality and tourism industry.
- The maximum capacity of the venue is 2,500 patrons, limiting the potential for the event to grow into a mass participation event
- Council Policy – Outdoor Events includes stipulations around events that promote gambling and alcohol. Whilst these stipulations can be managed, the inclusion of a gambling component to this event could be seen as contentious, and not in line with events that the City would ordinarily support.
- The City already provides significant support to the Rotary Club of Palm Beach for the Rockingham Beach Cup, another horse-race based event. While the events are considered different, it is noted that there could be a perception that the City's Iconic Event Sponsorship is primarily going towards horse racing events.

**Option 2** – provide \$50,000 funding to the RRLHRC with consideration to the following (in addition to those listed in option 1):

- This is an inaugural event, with the potential to grow into a recurring event occurring multiple times per year on an annual basis
- The national coverage across dedicated racing channels such as TAB (4,000+ venues across Australia), Sky Racing and 7Racing (175,000 viewers) presents a significant destination marketing opportunity.
- As a newly established not for profit club, any surplus generated from the event would be retained by the club and reinvested in infrastructure upgrades and/or future events
- The proposed budget includes a sponsorship target of \$142,500 on top of the funding requested from the City. Whilst some sponsorship has been secured, there is no guarantee that the club will secure the full amount.
- Some anticipated costs have not been included in the budget, such as traffic management (if required), lighting, audio visual and temporary fencing, and the stated expenditure for portable toilet hire seems low. Officers consider it likely these items would be required for the successful delivery of the event.
- As part of their Outdoor Event Application, issues relating to parking will need to be addressed. Subject to the plans implemented to address parking (e.g. shuttle buses) Officers note that a Traffic Management Plan may be required.
- In regards to Council Policy – Outdoor Events, there should be no references to gambling on any of the event promotional material to satisfy the provisions of the Outdoor Events Policy. It should be noted that the proposal includes a TABTouch attending with dedicated gambling support to provide assistance to those who may require it.
- The event has the support of Racing and Wagering WA, who are the decision-making body for future racing schedules which could potentially incorporate Lark Hill Thoroughbred Training Complex
- The WA State Government provided grants and support to the Lark Hill Training Complex in the mid 2000's to upgrade the facility. The support by the City of the RRLHRC is intended to provide the opportunity to capitalise on the facility for long-term benefits in attracting visitors and brand promotion beyond the initial direct event outcomes.

**Option 3** – provide \$70,000 funding to the RRLHRC with consideration to the following (in addition to those listed in options 1 and 2):

- \$70,000 is available within the City's 2025/26 Iconic Event Sponsorship budget, and no other submissions for Iconic Event Sponsorship would be considered for this financial year due to timing for event planning and delivery.
- Advice from the Committee is that any profits generated through the event will be put into upgrading infrastructure and future events.

### ***Economic Impact***

#### **Summary**

Based on tourism daily spend data, the Lark Hill Race Club event is estimated to generate \$361,800 in out-of-region visitor spending, resulting in a total economic impact of about \$551,298. The event contributes the equivalent of four full-time local jobs.

#### **Event Impact Assessment**

Tourism-related spending for an event refers specifically to dollars brought into the region from visitors who reside outside the local area. These out-of-region expenditures are considered "new money" to the local economy, as they represent funds that would not have been spent locally if not for the event. In contrast, local spending residents who would have spent their money within the region regardless of the event - is not counted as tourism impact. This distinction is crucial for accurately assessing the economic benefit of an event, as only out-of-region dollars contribute to net economic growth through increased demand for accommodation, dining, retail, and other services.

The Event Impact Assessment for the Lark Hill Race Club event uses the following assumptions:

- Attendees: 2500
- Visitors: 1200
  - 600 Day Trippers
  - 600 Overnight Visitors
    - § 200 Interstate
    - § 400 Intrastate
- Expenditure per person:
  - Day Trippers - \$250 each
  - Overnight Visitors - \$353 per day (staying one night only)
- Total Visitor Spend: \$361,800

Officers note that the Iconic Event Sponsorship application included different figures to the above (\$200 local and intrastate daytripper, and \$800 overnight visitor), however, no source of data was included. Due to this, Officers have chosen to model the event economic impact using the daily spend information from Tourism Research Australia, International Visitor Survey and Domestic Tourism Statistics collection (\$250 local and intrastate daytripper, and \$353 per day overnight visitor).

These figures were used to model the events economic impact using economy.id event impact calculator. If the event attracts more out-of-region visitors and they spend more, then the economic impact will be greater.

Event Impact Summary – using spend value aligned with Tourism numbers of intrastate/interstate		
	Output (\$)	Local Jobs (annual jobs)
Direct impact	329,166	2.8
Industrial impact	122,092	0.5
Consumption impact	100,040	0.5
<b>Total impact on City of Rockingham economy</b>	<b>551,298</b>	<b>4</b>

Source: National Institute of Economic and Industry Research (NIEIR) ©2025. Compiled and presented in economy.id by .id (informed decisions). Note: All \$ values are expressed in 2022/23 base year dollar terms.

The event is estimated to bring in \$361,800 from visitors outside the local area. This spending will directly boost local businesses by \$329,166. As these businesses need more supplies and services to meet demand, other industries also benefit, adding another \$122,092. On top of that, as workers earn more wages, they spend more locally, which adds another \$100,040. Altogether, the total boost to the local economy is predicted to be \$551,298.

When it comes to jobs, the event has potential to create the equivalent of 4 full-time local jobs for a year. This includes direct employment from the event, small flow-on effects to other industries, and extra jobs supported by local spending.

**Return on Investment (ROI)**

Based the full requested funding amount of \$80,000, with a total output of \$551,298, the return on investment is 1:6.89.

The City aims to reach an ROI with Iconic Event Sponsorship above 8 times.

Officers acknowledge the intention of the organisers to grow this event in subsequent years, and potential for additional race day events at the Lark Hill Thoroughbred Training Complex in the future. In conjunction with the destination promotion value, this small shortfall in the ideal ROI under conservative estimates is balanced in other ways. With that in mind, and also taking into consideration the significant marketing and media opportunities available through the RRLHRC event, an investment of \$50,000 delivers a ROI of 1:11.03, which Officers consider to be a strong economic return, especially when considered in combination with the marketing and destination promotion value, and the future implications. As a result, a funding amount of \$50,000 is recommended to support the delivery of the inaugural RRLHRC.

**Future Implications**

The intention communicated to Officers by the applicant is that while future sponsorship submissions may be submitted in the short-term, the long-term vision of the club is to be self-sufficient. Officers also note that the recommendation for \$50,000 investment from the City is in line with the initial recommendation and support approved by Council for Tourism Rockingham Inc for the inaugural 2023 Catalpa Adventure, which also incorporated the expectation that future funding submissions would diminish after the initial start-up support request.

In addition, the opportunity to activate the Lark Hill Thoroughbred Training Complex on a more regular basis could present itself due to both the Ascot and Belmont Racecourses future planned major renovations. The removal of these busy racetracks will create demand for additional courses for the racing community. Positioning Lark Hill Thoroughbred Training Complex as a viable racecourse option now would increase the potential for the venue to pick-up additional meets during this time, which would have ongoing economic and tourism benefits for Rockingham. These long-term benefits have not been captured in the assessment process, but is worth noting.

After liaising with the event organisers, Officers understand that any revenue generated from the event will be reinvested into facility upgrades, maintenance, and future fundraising events for the club.

**Summary**

Based on the event assessment against the eligibility criteria outlined in the Iconic Event Sponsorship Guidelines, and strong alignment with City strategies (Tourist Destination Strategy, Economic Development Strategy and Strategic Community Plan), Officers recommend that the City provide a total funding contribution of \$50,000 in Iconic Event Sponsorship to support the delivery of the inaugural RRLHRC in 2026.

Based on a cash sponsorship amount of \$50,000, the following funding breakdown has been prepared to align with important deadlines associated with the Outdoor Event Application process and Iconic Event Sponsorship requirements:

Event Activities	Milestone deadlines	Funding allocated
<p><b><u>Milestone A</u></b>  <b>Event Start Up</b>                      Confirmation of a professional event management organisation being engaged for the planning and delivery of the event</p> <p><b>Marketing - Social Media Campaign</b>                      Provision of a key contact who will be facilitating the social media activity on behalf of the event organiser</p>	<p>Upon entering into agreement with the City</p>	<p>5%</p>
<p><b><u>Milestone B</u></b>  <b>Professional Event Management</b>                      Upon receipt of the following documents submitted to the City no less than 90 days prior to the first day of the event:</p> <ul style="list-style-type: none"> <li>· Outdoor Event Application</li> <li>· Site Plan</li> <li>· Risk Management Plan</li> <li>· Relevant Insurance Certificates of Currency</li> </ul> <p><b>Marketing</b>                      Upon receipt of an event marketing plan and activity schedule no less than 90 days prior to the first day of the event, including the following:</p> <ul style="list-style-type: none"> <li>· Media Kit (including key messages and approved creative)</li> <li>· Budget</li> <li>· Media Schedule</li> <li>· Social Media Strategy</li> </ul>	<p>90 days prior to the event</p>	<p>20%</p>

Event Activities	Milestone deadlines	Funding allocated
<p><b><u>Milestone C</u></b>  <b>Professional Event Management</b>                      Upon receipt of an event Traffic Management Plan (if required) and Parking/Transport plan submitted to the City no less than 45 days prior to first day of the event</p> <p><b>Event Programming</b>                      Upon receipt of a draft event program, including the following:</p> <ul style="list-style-type: none"> <li>· Event day activities and programming</li> <li>· Incorporation of local content and suppliers (e.g. local food vendors, wineries, breweries etc.)</li> </ul>	<p>45 days prior to event</p>	<p>50%</p>
<p><b><u>Milestone D</u></b>  <b>Professional Event Management</b>                      Upon receipt of all food/stallholder permit applications no less than 14 days prior to the first day of the event</p> <p>Upon receipt of all traders and amusement permit applications and relevant Work Safe Certificates no less than 14 days prior to the first day of the event</p>	<p>14 days prior to event</p>	<p>20%</p>
<p><b><u>Milestone E</u></b>  <b>Post Event Evaluation Report</b>                      Upon receipt of the post event evaluation report no less than 90 days following the last day of the event, including:</p> <ul style="list-style-type: none"> <li>· An Economic Impact Assessment Report conducted by a third party, including:                         <ul style="list-style-type: none"> <li>○ Event attendance breakdown (including attendance numbers and localities - local, intrastate and interstate)</li> <li>○ Average number of overnight stays as a result of the event</li> <li>○ Economic impact assessment</li> <li>○ Social impact assessment</li> </ul> </li> <li>· A written report from the event organiser summarising the following key deliverables of the Iconic Event Sponsorship:                         <ul style="list-style-type: none"> <li>○ Event attendance</li> <li>○ Customer satisfaction</li> <li>○ Local business engagement (including any significant local businesses involved in the event, and identification of local businesses expenditure within the final budget)</li> <li>○ Copies of relevant invoices identifying where the City's funding was spent</li> <li>○ Marketing activity and outcomes report</li> </ul> </li> </ul>	<p>90 days following the event</p>	<p>5%</p>
<p><b>Post-Event (prior to any future Iconic Event Sponsorship application being considered)</b></p> <ul style="list-style-type: none"> <li>· Evidence of reinvestment of event profits towards permanent or reusable infrastructure for the club, or future events.</li> </ul>		
<p><b>Total Cash Funding</b></p>		<p>\$50,000</p>

In addition to the above, Officers also recommend that the following conditions be applied:

- Rediscover Rockingham destination marketing brand to be included on event promotional material
- Branded City owned signage to be prominently displayed at the event, recognising the City's support and promoting the City's tourism brand
- The Mayor is provided an opportunity to speak at the event
- Rediscover Rockingham Mobile Visitor Centre attendance at the event
- In addition to the post event report, an update be provided to the City regarding the reinvestment of any surplus funds generated through the event

It is recommended that funding be provided for the RRLHRC as per option 2 to support the development of a new event in 2026 that will have both direct and lasting benefits in the space of economic development and the overall destination promotion of Rockingham.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council **APPROVES** the Iconic Event Sponsorship funding to the Lark Hill Race Club for the amount of \$50,000 for the hosting and running of the 2026 Rockingham Race at Lark Hill Race Club on Sunday 26 April 2026, with the following conditions:

- Rediscover Rockingham destination marketing brand to be included on event promotional material
- Branded City owned signage to be prominently displayed at the event, recognising the City's support and promoting the City's tourism brand
- The Mayor is provided an opportunity to speak at the event
- Rediscover Rockingham Mobile Visitor Centre attendance at the event
- An update be provided to the City regarding the reinvestment of any surplus funds generated through the event

### Committee Recommendation

That Council **APPROVES** the Iconic Event Sponsorship funding to the Lark Hill Race Club for the amount of \$50,000 for the hosting and running of the 2026 Rockingham Race at Lark Hill Race Club on Sunday 26 April 2026, with the following conditions:

- Rediscover Rockingham destination marketing brand to be included on event promotional material
- Branded City owned signage to be prominently displayed at the event, recognising the City's support and promoting the City's tourism brand
- The Mayor is provided an opportunity to speak at the event
- Rediscover Rockingham Mobile Visitor Centre attendance at the event
- An update be provided to the City regarding the reinvestment of any surplus funds generated through the event

Committee Voting (Carried) – 4/2

**Council Members voting for the motion:**

Cr Hudson                      Mayor Buchan  
Cr Liley                         Deputy Mayor Schmidt

**Council Members voting against the motion:**

Cr Buchanan                      Cr Crichton

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

Not Applicable

## Council Resolution

**Note:** during debate, Council approved additional debate time for Cr Buchanan.

### Moved Deputy Mayor Schmidt, seconded Cr Hudson:

That Council **APPROVES** the Iconic Event Sponsorship funding to the Lark Hill Race Club for the amount of \$50,000 for the hosting and running of the 2026 Rockingham Race at Lark Hill Race Club on Sunday 26 April 2026, with the following conditions:

- Rediscover Rockingham destination marketing brand to be included on event promotional material
- Branded City owned signage to be prominently displayed at the event, recognising the City's support and promoting the City's tourism brand
- The Mayor is provided an opportunity to speak at the event
- Rediscover Rockingham Mobile Visitor Centre attendance at the event
- An update be provided to the City regarding the reinvestment of any surplus funds generated through the event

**Carried – 6/4**

#### Council Members voting for the motion:

Deputy Mayor Schmidt    Cr Hudson  
Cr Liley                      Cr Robertson  
Cr Mbanoo                    Mayor Buchan

#### Council Members voting against the motion:

Cr Buchanan                Cr Jecks  
Cr Crichton                 Cr Rudman

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

Not Applicable

<b>14.</b>	<b>Receipt of Information Bulletin</b>
	<p><b>Moved Cr Jecks, seconded Cr Hudson:</b></p> <p>That Council <b>RECEIVES</b> the December 2025 Information Bulletin as follows:</p> <ul style="list-style-type: none"><li>· Planning and Development Services</li><li>· Asset Services</li><li>· Corporate and General Management Services</li><li>· Community Development</li></ul> <p style="text-align: right;"><b>Carried – 10/0</b></p>

**15. Report of Mayor**

<p><b>City of Rockingham</b>  <b>Mayor's Report</b></p> 	
<p><b>Report number / title:</b></p> <p>File number:</p> <p>Proponent/s:</p> <p>Author:</p> <p>Other Contributor/s:</p> <p>Date of Council meeting:</p> <p>Previously before Council:</p> <p>Disclosure of Interest:</p> <p>Nature of Council's role:</p>	<p><b>MR-011/25</b>      <b>Meetings and Functions Attended by the Mayor and Deputy Mayor</b></p> <p>GOV/85</p> <p>Mayor Lorna Buchan</p> <p>Cr Robert Schmidt, Deputy Mayor</p> <p>16 December 2025</p> <p></p> <p>Executive</p>

**Purpose of Report**

To advise on the meetings and functions attended by the Mayor and Deputy Mayor during the period 21 November 2025 to 11 December 2025.

**Background**

Nil

**Details**

Date	Meeting/Function
21 November 2025	Meeting with Minister Papalia Deputy Mayor attended Market Day at Malibu School City of Melville Mayoral Dinner
22 November 2025	Deputy Mayor attended Book Launch of Blossum by Lily Gaulton Gymnastics Event
24 November 2025	Community Group Award Certificate Presentation at Native Plants WA West Australian Local Government Association Zone Meeting
25 November 2025	Meeting and tour with Perth Wildlife Encounters Council Meeting
26 November 2025	Seniors Month Stories Showcase and Awards Night Deputy Mayor attended Rockingham Kwinana Chamber of Commerce Business After Hours
27 November 2025	Deputy Mayor attended Fremantle Ports End of Year Function Golden Bay Primary School Board Meeting
28 November 2025	Men's Shed Certificate Presentation 16 Days in WA Awareness Event City's Annual Recognition Function

Date	Meeting/Function
29 November 2025	Country Women's Association Baldivis Belles
1 December 2025	Perth South West Metropolitan Alliance Board Meeting
2 December 2025	Junior Council presentations Meeting with Church of Jesus Christ of Latter-Day Saints Volunteering with the Rockingham Lions Club Councillor Engagement Session
3 December 2025	International Day of People with Disabilities visit to Down South Therapy Comet Bay College Year 12 Graduation
4 December 2025	Junior Council presentations Naragebup Volunteer Lunch Visit to Strategix Education and Training facility in Rockingham Malibu School Graduation Ceremony
5 December 2025	Golden Bay Business Breakfast Meeting with the Hon Paul Papalia Lotteries House and Community Hub Grant Certificate Presentations Meeting with the Hon Madeleine King and Magenta Marshall MLA Meeting with the Hon Reece Whitby Deputy Mayor attending City of Cockburn Annual Civic Function City's Christmas Light Launch
6 December 2025	Baldivis Men's Shed Christmas Lunch Together with the Deputy Mayor attended Golden Bay Christmas Picnic and the Secret Harbour Summer Tunes and Christmas Carols
7 December 2025	Swimming WA Event Catalpa Charters Cruise Together with the Deputy Mayor attended the Safety Bay Tennis Club AO Point Slam
8 December 2025	Planning and Asset Services Committee
9 December 2025	Meeting with the Assistant Director of Engagement Australian Naval Nuclear Power Safety Regulator Meeting with Little Penguin Working Group Audit Committee Corporate and Community Development Committee
10 December 2025	Meeting with Head of Policy, Strategy and Engagement, Australian Submarine Agency The Cruising Yacht Club of WA Ladies Lunch WALGA Wrap
11 December 2025	Tour of City offices - Compliance, Depot and Administration Rockingham Woodworkers Club Lunch Western Power Baldivis Substation Stakeholder Briefing Rockingham City Football Club presentations

**Implications to Consider**

- a. **Consultation with the Community**  
Nil
- b. **Consultation with Government Agencies**  
Nil
- c. **Strategic**  
Nil

d. **Policy**

Nil

e. **Financial**

Nil

f. **Legal and Statutory**

Nil

g. **Risk**

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

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

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

Nil

**Comments**

Nil

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council **RECEIVES** the Mayor's Report for the period 21 November 2025 to 11 December 2025.

**Council Resolution**

**Moved Cr Liley, seconded Cr Jecks:**

That Council **RECEIVES** the Mayor's Report for the period 21 November 2025 to 11 December 2025.

**Carried – 10/0**

**The Council's Reason for Varying the Committee's Recommendation**

Not Applicable

<b>16.</b>	<b>Reports of Council Members</b>
	<p><b>16.1 Cr Dawn Jecks – Penguin Plunge</b></p> <p>Last month I received an email invitation from a year 6 student on behalf of her class and was subsequently invited to talk to her fellow students from the Primary Extension and Challenge (PEAC) program.</p> <p>PEAC classes are comprised of Year 5 &amp; 6 gifted and talented students from various Department of Education schools, who have tested in the top 2% of students in the state.</p> <p>The program challenges and extends them in their learning and operates out of several schools.</p> <p>The course with these students is called "Penguin Plunge". They are exploring the ecology of Penguin Island and surrounds, with a focus on the decline in the penguin population, ways to mitigate the issues, and ways to engage the public in caring.</p> <p>The students are working on this as part of their major project in this 5-week course.</p> <p>The students asked very insightful questions and were keen to know how they could make a difference. I explained to them the importance of working collaboratively with all stakeholders and that elected representatives have an important role to play as well.</p> <p>They were especially taken aback that according to data collected by Dr Belinda Cannell, based on dead penguins collected since 2017, 32% of penguin deaths were due to watercraft strike.</p> <p>Saving Rockingham's little penguin colony on Penguin Island, which has now seen a 95% decline in population since 2007, is clearly on the radar of our young people.</p> <p>It's their future after all.</p> <p><b>16.2 Cr Peter Hudson – Election as Chair of the Metropolitan Regional Roads Group</b></p> <p>I am pleased to share that I have recently been elected Chair of the Metropolitan Regional Roads Group (MRRG) through Main Roads WA, the peak body responsible for overseeing the allocation of State road funding to local governments across the entire 36-member-LGA Perth metropolitan area. This follows my earlier election as Chair of the South West Metropolitan Regional Road Grants Committee, and I am honoured to now take on this statewide leadership role for our region.</p> <p>The MRRG plays a critical part in ensuring our suburbs and communities receive the investment needed to maintain safe, efficient and well-connected local road networks. As Chair, I have already begun leading the Group in assessing priorities, guiding long-term planning, and recommending funding allocations that deliver real value for taxpayers &amp; ratepayers and support the infrastructure needs of the rapidly growing metropolitan corridor.</p> <p>This role involves close collaboration with Main Roads WA, metropolitan local governments, State agencies and Members of Parliament, ensuring that decisions are grounded in strategic planning and practical local knowledge. My focus will be on strengthening state government transparency, improving project assessment processes, and advocating strongly for the major upgrades and maintenance programs that we need to keep our roads safe and our communities moving.</p> <p>I look forward to working with partners across Western Australia to secure fair, forward-thinking investment in the infrastructure that underpins our economy, our community and our quality of life.</p>

	<p><b>16.3 Deputy Mayor Robert Schmidt – Condolences former Shire President of Ravensthorpe, Mr Keith Dunlop</b></p> <p>Deputy Mayor Schmidt passed on condolences for the former Shire President of Ravensthorpe who passed away recently. Having worked in emergency management for a long period of time the actions of the Deputy Shire President and like the actions of many volunteers within the City of Rockingham will do this coming fire season puts them at risk. I would like to pass on the Council's thanks to them for the work they do each and every day and pass on our condolences.</p>
<b>17.</b>	<b>Reports of Officers</b>
	Nil
<b>18.</b>	<b>Addendum Agenda</b>
	Nil

**19. Motions of which Previous Notice has been given**

**Corporate and Community Development Committee**

**Corporate Services  
Director and Support**



<b>Report number / title:</b>	<b>CS-020/25</b>	<b>Notice of Motion – Proposed Re-introduction of weekly general waste service</b>
File number:		
Proponent/s:	Cr Dylan Mbano	
Author:	Mr Michael Yakas, A/Director Corporate Services	
Other Contributor/s:	Ms Helen Savage, Senior Projects Officer	
Date of Committee meeting:	9 December 2025	
Previously before Council:	25 March 2025 (CS-002/25), 28 January 2025 (CS-001/25), 17 December 2024 (CS-001/25), 23 July 2024 (CS-018/24), 26 March 2024 (CS-007/24), 25 July 2023 (CS-015/23), 27 June 2023 (CS-015/23), 27 January 2021 (CS-002/21), 27 September 2016 (EP-030/16)	
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:		
Maps/Diagrams:		
Site:		
Lot Area:		

**Purpose of Report**

To respond to the following Notice of Motion from Cr Mbano –

*That Council **ADOPTS** that the red bin (general waste) collection be moved back to being collected weekly.*

**Background**

Notice of Cr Mbano's proposed motion was provided to the City of Rockingham (**City**) on 28 November 2025 and the following reason/s were given in support –

*“For the sake of families and people right across the City of Rockingham. For families that have nappies, people that use sanitary pads (women's health products) and families that have at least a few children the current red bin collection frequency (fortnightly) is not working.*

*The majority of people in the City of Rockingham want this change. This is reflected through my inbox which has received hundreds of emails (and counting) requesting the change back to weekly. This is a modest request and one that I urge the Council to deeply consider the level of public support on this issue should not be underestimated, this is the main issue I campaigned on to end up a Councillor, upon review of the results it is clear that there is public support.*

*I will save counter arguments for the debate part of the Council meeting.”*

## Details

A Notice of Motion has been submitted by Cr Mbano as detailed above. This request accords with clause 3.9 of the City of Rockingham *Standing Orders Local Law 2001*.

### **FOGO Timeline**

On the 27 September 2016 the City committed to introducing a three-bin waste system involving the supply and delivery of the existing household bin system consisting of 140 litre general waste (red-lid), 240 litre green-waste (green-lid) and 360 litre recyclable waste (yellow-lid) bins.

At the time of this commitment the City's household two-bin system consisted of a 240 litre general waste bin that was collected weekly and a 240 litre recyclable waste bin collected fortnightly. The introduction of a third bin to the City's waste collection provision in June 2017 was in preparation for providing a Food Organics, Garden Organics (**FOGO**) collection and processing service that is in accordance with the Waste Authority's Better practise FOGO kerbside collection guidelines.

The additional bin and changes to bin capacity effectively increased the total fortnightly service (for the three bins) to an 880 litre service providing an increase from the previous 720 litres two-bin service. The implementation of a FOGO kerbside collection and processing service has subsequently increased the City's waste collection capacity further to a 980 litre services through the green-lid bin being collected weekly and the red-lid bin collection becoming a fortnightly service.

The City is not the first to implement FOGO with 26 other local governments in Perth, Peel and Southwest regions undertaking FOGO kerbside collection. The Department of Water and Environmental Regulation (**DWER**) have confirmed that all of these local governments operate a fortnightly general waste kerbside collection.

A timeline of decision points made by Council from 2016 are as follows:

#### 27 September 2016 (EP-030/16)

*That Council **DELEGATES** authority to the Chief Executive Officer to award WALGA Quote W16/17-26 - Supply, Assembly and Distribution of Mobile Garbage Bins (MGB's) for General Waste; Mobile Recycling Bin's (MRB's) for Recyclable Waste and Green Waste; and associated components, subject to the quotation being within the budget.*

#### 27 January 2021 (CS-002/21)

*That Council **ADOPTS** the City of Rockingham Waste Plan 2020/2021.*

It is important to note that the action 1.4 in the Waste Plan 2020/2021 included the implementation of the better practice three-bin FOGO system in the City of Rockingham by 2025.

#### 27 June 2023 (CS-015/23)

*That Council **DEFERS** Item CS-015/23 Provision of Food Organics and Garden Organics (FOGO) Waste Collection and Processing Service to be presented at a Councillor Engagement Session.*

A Councillor Engagement Session occurred on 17 July 2023 and included FOGO information as required by the resolution.

#### 25 July 2023 (CS-015/23)

*That Council **APPROVES** 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 Waste Plan 2020-2031 by the end of June 2025, as detailed in Option 1 of this report.*

26 March 2024 (CS-007/24)

That Council **NOT SUPPORT** the following resolution from the Annual Electors Meeting held on 8 February 2024:

1. direct the CEO conduct a thorough review into cost and environmental impact of the current FOGO Policy, as well as whether the current FOGO policy can be changed to adapt itself to be a better fit for all residents of the city of Rockingham.
2. select parts of the current FOGO Policy remain, including but not limited to: The adaptation of food scraps to be disposed of in the green bins.
3. direct the CEO direct stakeholders to seriously consider a "switching of the lids" between the green and red bins in order to give a better balance of rubbish disposals to the people who are directly impacted by this policy, the residents, if they are to keep the current FOGO cycle in place.
4. direct the CEO to consider application for the Better Bins Plus program in order to relieve the cost which as of now has gone up to 25 dollars per household as opposed to the previous 11 dollars per household that was quoted in CS-015/23 in the August OCM.
5. force a motion that the policy be sent out for community consultation be made, not to discourage or sway in favour of FOGO, but gauge communities understanding of FOGO Policy as well as their opinions on what if any part of the FOGO Policy should be adapted.
6. direct the CEO, if no agreement can be made on implementation of these FOGO modifications, that the policy in its entirety be withdrawn and the previous motion CS-015/23 be revoked, citing implementation cost, lack of choice for residents and environmental issues associated with lack of proper information.

23 July 2024 (CS-018/24)

That Council **ACCEPTS** the tender submitted from Veolia Environmental Services (Australia) Pty Ltd, Level 4, 65 Pirrama Road, Pyrmont NSW, for Tender T24/25-39 – Provision of services for the collection and processing of recyclable material and food organics and garden organics (FOGO) waste in accordance with the tender documentation with the service commencement date of 26 June 2025 for a period of 8 years.

17 December 2024 (CS-001/25)

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.

28 January 2025 (CS-001/25)

That Council **ACCEPTS** the tender submitted from Trident Plastics (SA) Pty Ltd, 589 Torrens Road, St Clair, South Australia for Tender T24/25-87 - Provision of services for the production and delivery of kitchen caddies to properties within the City of Rockingham for \$1,398,690 (excluding GST).

25 March 2025 (CS-002/25)

That Council **NOT SUPPORT** the resolution from the Annual Electors Meeting held on 6 February 2025 to continue the red lid bin collection on a weekly basis.

**Current State**

The City has implemented a Better Practice three-bin FOGO system in accordance with the State Waste Avoidance and Resource Recovery 2030 Strategy (**State Strategy**) and the matter has previously been considered and resolved by Council. This implementation included entering into a long term FOGO collection and processing contract, as well as restructuring the general waste collection service to operate over five days. This change required adjustments to collection schedules for a substantial number of residents.

'Figure 1 – Better Bin Plus: GO FOGO kerbside collection guidelines' (Figure 1) describes the recommended three-bin kerbside collection services that the Waste Authority supports through the provision of funding to local governments that deliver kerbside services that are consistent with the guidelines.

Mobile Garbage Bins			
	Residual / General waste Red lid	Co-mingled recycling Yellow lid	FOGO Lime Green lid
Preferred bin volume	80, 120 or 140 litres	240 or 360 litres	240 litres
Preferred collection frequency	Fortnightly	Fortnightly	Weekly
Weekly collection volume	Maximum 70 litres	Minimum 120 litres	Minimum 240 litres
Kitchen asset and consumables			
Kitchen caddies	5 to 8 litres		
Kitchen caddie liners	AS4736-2006 for compostable and biodegradable plastics		

Figure 1 – Minimum service requirements – Better Bins Plus image from Better Bins Plus: Go FOGO Funding Guidelines

The City was successful in securing a funding agreement for \$861,000 with the DWER. The amount of funding received was conditional on the City providing kerbside services to households in accordance with the minimum requirements as set out in Figure 1.

Moving the weekly general waste kerbside collection to fortnightly was a priority to achieving a high performing three bin system. This system was designed to maximise recovery and minimise waste going to landfill.

A once a week collection service of the 140L general waste (red-lid) bin will result in a further increase in collection capacity to 1120L per fortnight. This will result in the City over-servicing on general waste for the majority of households and would not encourage a high performing three bin system. Further, the City would be the only local government, using FOGO, to offer a weekly general waste collection. This would be in direct misalignment to the GO FOGO kerbside collection guidelines and the funding agreement. DWER have advised that reverting from a fortnightly general waste collection to weekly would result in the City having to repay the \$861,000 grant funding.

Since the introduction of FOGO (July to October) over 8,000 tonnes of FOGO waste has been collected. When comparing the 2024 (GO) to 2025 (FOGO) collections, the FOGO service has diverted more than 3,400 tonnes of waste going to landfill. It is evident that the service is being utilised by the community. Table 1 provides a monthly breakdown of the GO and FOGO waste collected.

Month	2024 GO Quantity (Tonnes)	2025 FOGO Quantity (Tonnes)	Increase (Tonnes)
July	778.35	1,668.09	889.74
August	1,073.73	1,701.37	627.64
September	1,476.34	2,314.97	838.63
October	1,308.88	2,387.04	1,078.16

Table 1: Monthly GO V FOGO Collections (tonnes)

Moreover, since the introduction of FOGO (July to October) the City has experienced a reduction of 3,900 tonnes of general waste. Table 2 provides a monthly breakdown of general waste collected.

Month	2024 Quantity (Tonnes)	2025 Quantity (Tonnes)	Reduction (Tonnes)
July	2,603.25	1,628.20	-975.05
August	2,634.45	1,582.29	-1,052.16
September	2,489.79	1,654.98	-834.81
October	2,679.73	1,613.54	-1,066.19

Table 2: Monthly General Waste Collections (tonnes)

### Strategic Community Plan 2023-2033

As part of the major review of the Strategic Community Plan (2023–2033) (**Community Plan**), the City engaged with 4,645 community members, and their feedback was clear: protecting the natural environment, minimising waste and planning for climate change are all top priorities. From this engagement, a new aspiration for the City’s future was established: “Natural Environment - A place of natural beauty where the environment is respected.” Aspiration 2 – Natural Environment is to ensure the City remains a place of natural beauty where the environment is respected through reducing the City’s energy and waste usage, minimising waste and mitigating and adapting to climate change impacts. Reverting to weekly red-bin collection would undermine this aspiration and compromise the environmental gains the current FOGO system offers. Maintaining fortnightly red-bin collection ensures the City meets the community’s waste minimisation aspiration.

The reduction in general waste and diversion from landfill is tracking in line with anticipated estimates. The City anticipated that FOGO would divert approximately 12,500 tonnes of general waste from landfill per annum. This will be impacted if the bin servicing schedule does not assist in driving community behaviour to change their habits around waste disposal.

### Waste Levy

The State Government first introduced a landfill levy in 1998 to encourage the diversion of waste from landfill by increasing disposal costs. The intent was to encourage households and local government to adopt better recycling, reuse and recovery systems. If the City chose to not implement FOGO and recycling services, ratepayers would ultimately pay more to dispose of their waste in landfill. For context, the Landfill levy was \$3 per tonne in 1998. By 2025 it has risen to \$88 per tonne and will continually increase to \$97 per tonne by 2029. Without minimising waste and adopting contemporary recycling and recovery services, the cost of sending waste to landfill will continue to get more expensive.

The landfill levy is charged quarterly. A comparison of the July–September periods for 2024 and 2025 shows a levy reduction of \$469,000 has already been achieved. If the City achieves its projected waste diversion outcomes of 12,500 tonnes, the landfill levy is expected to decrease by approximately \$1.1M for the 2025/2026 financial year.

### City Waste Plan

The City has implemented FOGO in direct alignment with the State Strategy 2030. Through its Waste Plan 2021 (**Waste Plan**), the City has the target of increasing its Municipal Solid Waste (MSW) material recovery to 70% by 2030. The State Government has a target of 75%. To achieve this target the Waste Plan identifies a number of actions which includes ‘Action 1.4 - Introduce the Better Practice three-bin FOGO system by 2025’. The introduction of a FOGO collection and processing service is one of the most impactful actions in the City’s Waste Plan in diverting organic material from landfill.

### The Waste Hierarchy

The State Strategy provides a waste hierarchy which is a widely accepted decision-making tool that is set out in Section 5(1)(c) of the *Waste Avoidance and Resource Recovery Act 2007* (WARR Act). The waste hierarchy ranks waste management options in order of their general environmental desirability and prioritises waste avoidance. Disposal of waste at landfill is the least desirable treatment due to it recovering the least value from materials and delivering the least environmental benefit. It should only be used when other options are not viable.

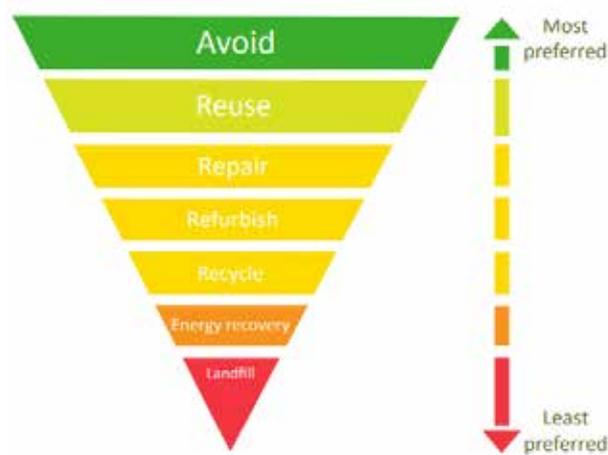


Figure 2 - Waste Hierarchy image from Waste Avoidance and Resource Recovery Strategy 2030

The City's Waste Plan includes the goal of achieving a 67% municipal waste material recovery rate in 2025. In the first four months of its implementation the City is achieving 57.8% recovery which has increased from approximately 39% in 2023/2024, prior to FOGO.

Landfills are anaerobic environments, and waste is broken down in an environment without oxygen which produces more methane gas than when waste is disposed of through a FOGO processing facility. By diverting waste through a FOGO processing facility that would have previously ended up at landfill, the waste undergoes a composting process to convert it into a useful soil conditioner product that can be earth cycled back into the environment.

#### Other Implications

The City has been planning the move to a FOGO service over many years. As part of the FOGO implementation the waste collection service was moved from a six day per week to a five day per week service with an estimated 27,400 properties being impacted by route and area changes. The FOGO and recycling collection service is performed by a contractor, Veolia. Under the waste collection contract Veolia is currently contracted to service properties five days per week. Further, the general waste collection service is performed by the City. Therefore, should Council decide to revert back to a weekly general waste collection service, this will have an impact on the contracted services. The general waste collection could not simply revert to a weekly pick-up as the waste service collection routes and areas have changed. If the Contractor and City collection routes and areas are not aligned this will require households to present their bins on different days of the week. This is not viewed as a viable option and would cause confusion. It may be possible to have the City's contractor change to a six day per week service; however, this would require a contract change which would result in increased collection costs.

Moreover, the City does not have the fleet capacity or staffing to undertake weekly general waste collections for a five day per week service. Reinstating weekly collections over a five day per week service would require the purchase of three additional waste trucks and the recruitment of six additional drivers. Given the current lead time is approximately 15 months for new trucks, any reinstatement for a five day per week service could not be implemented until at least April 2027.

Whilst the City does not offer an upgrade to the size of the 140-litre bin it does provide the option of purchasing an additional general waste bin, collected fortnightly. The City also offers a concessional general waste bin for larger households (seven or more people residing at a residential property). Since the implementation of the Better Practice three-bin FOGO system 304 out of approximately 58,000 properties have requested an additional bin, this equates to 0.5% of households. Of the 304, 33 have qualified for a concessional general waste bin. The City also has provisions in place to provide an additional general waste bin to residents with a medical or health condition that results in the generation of excessive waste.

Odour management with nappies and personal hygiene products has also been raised as a concern with the introduction of fortnightly general waste collections. The City recognises that community education plays a vital role in the success of Better Practice three-bin FOGO system. The City's website contains a frequently asked questions section on FOGO, which includes responses to odour management. The City continues to run sustainability workshops and waste education pop ups at City events. City officers are also available to meet with residents to provide specific support and guidance.

### Implications to Consider

**a. Consultation with the Community**

Nil

**b. Consultation with Government Agencies**

Department of Water and Environmental Regulation

DWER endorsed the City's Waste Plan 2021-2031 on 27 May 2021. The Plan includes the introduction of FOGO.

The City has been in regular communication with DWER to facilitate the introduction of a FOGO waste collection and processing service at the City in mid-2025.

**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:**                      **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*

Waste Plan 2021-2031

This item addresses Action 1.4 of the Waste Plan 2021-2031 to 'Introduce the Better Practice three-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.

In accordance with Action 1.4 of the Waste Plan 2021-2031 various associated tasks and contract awards have been determined by Council as detailed in the background section of this report

**d. Policy**

Nil

**e. Financial**

Reinstating a weekly general waste collection would lead to an increase in collection costs which have not been budgeted for the in 2025/2026 Financial Year.

Weekly Collection (5 days per week)

For a five day per week service, the City estimates an ongoing operational cost increase of approximately \$2.5M per year. In the first year, costs would rise by a further \$2.5M (totalling \$5M) due to the loss of the one-off \$861K Better Bins Plus grant\*, the purchase of three additional waste trucks (\$1.4M) and approximately \$250K in communication costs.

Weekly Collection (6 days per week)

The costs associated with reinstating a weekly collection based on a six-day per week service are currently unknown. Contract variations would need to be negotiated with the City's contracted waste service provider to transition the service to six days per week. It is anticipated this would result in increased collection costs. In addition, the City would incur an estimated \$2.2M in additional annual operational costs. In the first year, costs would increase by a further \$1.1M (totalling \$3.3M) due to the loss of the one-off \$861K Better Bins Plus grant\* and approximately \$250K in communication costs.

\*Discussions with DWER on 2 December 2025 indicated that if the City departs from the FOGO kerbside collection guidelines, reimbursement of the grant would be sought.

Landfill levy

If a weekly general waste collection service was reinstated, the City would be unlikely to meet its waste diversion target. As a result, operating expenditure would increase, as the anticipated reduction in the landfill levy would not be realised.

**f. Legal and Statutory**

Waste Plan 2021

Section 6.2(2) of the *Local Government Act 1995* requires local governments to have regard to their plans for the future (which include waste plans made under section 40 of the *Waste Avoidance and Resource Recovery Act 2007*).

**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*

Financial Risk - High

The City implemented FOGO in accordance with the Better Bin Plus: GO FOGO kerbside collection guidelines and obtained \$861,000 in funding. These funds have been used, and the City should expect to repay this grant if weekly collections are reinstated.

Moreover, the City will need to allocate additional funds to reintroduce a weekly service this is estimated to be between \$3.3M and \$5.0M in the first year and between \$2.2M and \$2.5M per annum (excluding increases in contractor collection costs).

**Comments**

The City has been committed to the implementation of FOGO since 2016. It has made substantial operational changes in preparation for the reduction of 12,500 per annum tonnes of kerbside general waste being collected and disposed of at the Miller Road Landfill (MRLF). These operational changes include but are not limited to;

- 1) adjustments to the number and type of operational waste fleet vehicles;
- 2) the modifications that have been made to MRLF staff rostering; and
- 3) the nature and type of services supplied by contractor for FOGO and recycling services.

The City has maintained its position for many years to implement FOGO in alignment with a high-performing system, consistent with the approach adopted by most other local governments. Altering this position at this stage would create significant operational challenges, including budget implications, communication planning, fleet management, staffing, route collection and education resources. Furthermore, a weekly general waste collection service does not align with the principles or objectives of the three-bin best practice FOGO system, nor does it support a state-wide approach to standardise waste collection and management practices. Such a change would result in an inefficient allocation of resources for household kerbside waste collection. Furthermore, no other local government has introduced weekly general waste collections when operating the three-bin FOGO system.

The City acknowledges some households may be facing challenges with the transition to the Better Practice three-bin FOGO system. Households that produce higher volumes of waste have the option to purchase a second general waste bin. Since the introduction of FOGO 304 properties have requested an additional service, 33 being eligible for the concessional general waste service for large households. Reinstating a weekly general waste service would result in substantially higher waste collection costs for all ratepayers, not just those that require additional servicing needs.

The State Government's Waste Strategy and roadmap is currently out for final consultation. FOGO is a prominent part of this review. It includes a target that all Perth and Peel local governments have better practice FOGO by 2030. The City has been informed that this could include a potential future FOGO mandate for the local governments in the Perth and Peel regions.

Reverting to a weekly general waste collection would largely undermine the intent of transitioning to FOGO, reducing both the incentive to minimise waste to landfill and the volume of material available for composting.

While the Better Practice three-bin FOGO system has been operating in the City for less than six months, early indications show positive progress in waste reduction and diversion. The City recognises that the transition to the new collection system represents a substantial change for residents, requiring adjustments to established waste disposal practices. As with any major reform, opportunities to optimise the system and make appropriate refinements will continue to be explored. Given this, implementing significant change by reinstating a weekly general waste collection service at such an early stage in the transition would be premature and is not recommended.

### Voting Requirements

Simple Majority

### Officer Recommendation

Cr Mbano's Notice of Motion is not supported.

### Notice of Motion from Cr Dylan Mbano

That Council **ADOPTS** that the red bin (general waste) collection be moved back to being collected weekly.

### Council Resolution

**Moved Cr Mbano, seconded Cr Buchanan:**

That Council **DEFERS** Item CS-020/25 Notice of Motion – Proposed Re-introduction of weekly general waste service to the February 2026 Ordinary Council Meeting.

**Carried – 6/4**

#### Council Members voting for the motion:

Cr Mbano  
Cr Hudson  
Cr Liley  
Cr Buchanan  
Cr Rudman  
Cr Robertson

#### Council Members voting against the motion:

Mayor Buchan  
Cr Jecks  
Deputy Mayor Schmidt  
Cr Crichton

### The Council's Reason for Varying the Notice of Motion

The Council deferred the matter to the February 2026 Ordinary Council Meeting due to the absence of Council Members.

<b>20.</b>	<b>Notices of Motion for Consideration at the Following Meeting</b>
	Nil
<b>21.</b>	<b>Questions by Members of which Due Notice has been given</b>
	Nil
<b>22.</b>	<b>Urgent Business Approved by the Person Presiding or by Decision of the Council</b>
	Nil
<b>23.</b>	<b>Matters Behind Closed Doors</b>
	Nil
<b>24.</b>	<b>Date and Time of Next Meeting</b>
	The next Ordinary Council meeting for the City of Rockingham will be held on <b>Tuesday 24 February 2026</b> commencing at 6:00pm in the Council Chambers, Civic Boulevard, Rockingham.
<b>25.</b>	<b>Closure</b>
	The Mayor wished everyone a Merry Christmas and a Happy New Year. There being no further business, the Mayor thanked those persons present for attending the Council Meeting, and declared the meeting closed at <b>8:09pm</b> .