



City of Rockingham

MINUTES

Corporate and Community Development Committee

Held on Tuesday 18 February 2025 at 5:00pm
City of Rockingham Council Chamber




City of Rockingham
Corporate and Community Development
Committee Minutes
5:00pm Tuesday 18 February 2025



CONTENTS

1.	Declaration of Opening	4
2.	Record of Attendance/Apologies/Approved Leave of Absence	4
3.	Responses to Previous Public Questions Taken on Notice	5
4.	Public Question Time	5
5.	Confirmation of Minutes of the Previous Meeting	5
6.	Matters Arising from the Previous Minutes	5
7.	Announcement by the Person Presiding without Discussion	6
8.	Declaration of Member's and Officer's Interest	6
9.	Petitions/Deputations/Presentations/Submissions	6
10.	Matters for which the Meeting may be Closed	6
11.	Bulletin Items	6
	Corporate and General Management Services Information Bulletin – February 2025	6
	Community Development Information Bulletin – February 2025	7
12.	Agenda Items – Corporate and Community Development Committee	
	General Management Services	10
	GM-001/25 Appointment of the Western Australian Electoral Commission to Conduct the City of Rockingham Ordinary Local Government Elections 2025 and Extraordinary Elections and Polls (<i>Absolute Majority</i>)	10
	GM-002/25 Superannuation Payments to Council Members – <i>Local Government Act 1995 (Absolute Majority)</i>	14
	Community Development	20
	CD-001/25 Seniors Strategy 2025-2029	20
	CD-002/25 Baldivis Recreation Reserve Master Plan – Summary Report for Public Comment	29
	CD-003/25 Review of Community Capacity Building Advisory Committees	35
13.	Reports of Council Members	42
14.	Addendum Agenda	42
15.	Motions of which Previous Notice has been Given	42
16.	Notices of Motion for Consideration at the Following Meeting	42

17.	Urgent Business Approved by the Person Presiding or by Decision of the Committee	42
18.	Matters Behind Closed Doors	42
19.	Date and Time of Next Meeting	42
20.	Closure	42

<div>City of Rockingham</div> <div>Corporate and Community Development Committee Meeting Minutes</div> <div>Tuesday 18 February 2025 - Council Chamber</div> <div></div>	
1.	<div>Declaration of Opening</div> <p>The Chairperson declared the Corporate and Community Development Committee meeting open at 5:02pm and welcomed all present.</p> <p>Acknowledgement of Country</p> <p>The Chairperson noted that the City of Rockingham acknowledges the Traditional Owners and Custodians of this land, the Binjareb and Whadjuk Nyoongar peoples and their continuing connection to the land, waters and community. We pay our respects to all members of Aboriginal communities and their cultures; and to Elders past and present.</p> <p>Recording and Live Streaming of proceedings</p> <p>In accordance with Council Policy this meeting is being live streamed on the City's website, with the exception of confidential items and periods of adjournment or as determined by the Presiding Member.</p> <p>By being present at this meeting, members of the public consent to the possibility that their image and voice may be live streamed to the public. Recordings are also made available on the City's website following the meeting.</p> <p>Please note that clause 8.5 of the City's <i>Standing Orders Local Law 2001</i> provides that "no person is to use any electronic, visual or audio recording device or instrument to record the proceedings of the Council or a committee without the written permission of the Council".</p> <p>If anyone breaches this Standing Order they will be asked to leave the Council Chamber.</p>
2.	<div>Record of Attendance/Apologies/Approved Leave of Absence</div> <div><div>2.1 Council Members</div><div><div>Cr Craig Buchanan, JP</div><div>Cr Mike Crichton</div><div>Cr Caroline Hume</div><div>Cr Leigh Liley</div><div>Cr Kelly Middlecoat</div><div>Cr Robert Schmidt</div><div>Cr Dawn Jecks</div></div><div><div>Chairperson</div><div></div><div></div><div></div><div></div><div></div><div>Observer</div></div></div> <div><div>2.2 Executive</div><div><div>Mr Michael Parker</div><div>Mr John Pearson</div><div>Mr Michael Holland</div><div>Mr Jim Olynyk, JP</div><div>Mr Alvin Santiago</div><div>Ms Nollaig Baker</div><div>Mr Nick Brown</div><div>Mr Matthew Emmott</div></div><div><div>Chief Executive Officer</div><div>Director Corporate Services</div><div>Director Community Development</div><div>Manager Governance and Councillor Support</div><div>Manager Financial Services</div><div>Manager Strategy and Corporate Communications</div><div>Manager Community and Leisure Facilities</div><div>Manager Community Infrastructure Planning</div></div></div>

	<p>Ms Mary-Jane Rigby Mr Paul Hayward Ms Alison Oliver Ms Melissa James Ms Katie MacLachlan Ms Sue Langley Ms Jennifer Weinman</p> <p>2.3 Members of the Gallery: 2.4 Apologies: 2.5 Approved Leave of Absence:</p>	<p>Manager Community Safety and Support Services Manager, Community Capacity Building Manager Library and Information Services Manager Economic Development and Tourism Financial Controller Governance Coordinator Governance Officer – Councillor Support and FOI</p> <p>1 Nil Nil</p>
3.	Responses to Previous Public Questions Taken on Notice	
	Nil	
4.	Public Question Time	
	<p>5:04pm The Chairperson opened Public Question Time and invited members of the Public Gallery to ask questions. The Chairperson noted that this was the only opportunity in the meeting for the public to ask questions.</p> <p>4.1 Mr Jason Davies, Hillman - Subject</p> <p>The Chairperson invited Mr Davies to present his question to the Corporate and Community Development Committee. Mr Davies asked the following question:</p> <p>1. In the payment schedule some of the travel allowances paid to Councillors varies significantly in the payment schedules between Councillors. How are travel expense claims scrutinized before being paid to councillors? Are councillors required to keep a log book record of their travels?</p> <p><i>The Chairperson advised that travel expenses are paid in accordance with Council's Member Entitlements policy and legislation. A claim for reimbursement of travel costs must include the date, particulars of travel, nature of business, distance travelled, vehicle's engine displacement and total kilometres travelled. All claims for reimbursement must be submitted to the City's Governance Department on a monthly basis in the form prescribed. These are reviewed prior to approval and may be subject to assessment during annual financial audit.</i></p> <p>5:06pm There being no further questions the Chairperson closed Public Question Time.</p>	
5.	Confirmation of Minutes of the Previous Meeting	
	<p>Moved Cr Hume, seconded Cr Liley:</p> <p>That Committee CONFIRMS the Minutes of the Corporate and Community Development Committee Meeting held on 10 December 2024, as a true and accurate record.</p> <p style="text-align: right;">Committee Voting (Carried) – 6/0</p>	
6.	Matters Arising from the Previous Minutes	
	Nil	

7.	Announcement by the Person Presiding without Discussion
	5:07pm The Chairperson announced to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the next Council meeting.
8.	Declarations of Members and Officers Interests
	5:07pm The Chairperson asked if there were any interests to declare. There were none.
9.	Petitions/Deputations/Presentations/Submissions
	Nil
10.	Matters for which the Meeting may be Closed
	Nil
11.	Bulletin Items
	<p>Corporate and General Management Services Information Bulletin – February 2025</p> <p>Corporate Services</p> <ol style="list-style-type: none"> 1. Corporate Services Team Overview 2. Project Status Reports <ol style="list-style-type: none"> 2.1 Online Rostering 2.2 Follow Me Printing 2.3 Warnbro Library – Radio Frequency Identification (RFID) 2.4 Food Organic Garden Organic (FOGO) Waste Collection and Processing Service 3. Information Items <ol style="list-style-type: none"> 3.1 List of Payments December 2024 and January 2025 3.2 Monthly Financial Management Report November 2024 3.3 Amendment to Rate Record – Non-Rateable Land 3.4 Amendment to Rate Record – Write Off 3.5 Awarding of Tenders by CEO - Delegated Authority 3.6 Lease Tenure Matters 3.7 Leased Property Maintenance Grants 3.8 Delegated Authority to Dispose of Property by way of Lease 3.9 Development Contribution Scheme 3.10 List of Write Offs for Debts under \$2,000 <p>General Management Services Directorate</p> <ol style="list-style-type: none"> 1. General Management Services Team Overview 2. Project Status Reports 3. Information Items <ol style="list-style-type: none"> 3.1 Meetings and Events 3.2 Use of the Common Seal 3.3 Behaviour Complaints Committee <p>Governance and Councillor Support</p> <ol style="list-style-type: none"> 1. Governance and Councillor Support Team Overview 2. Project Status Reports 3. Information Items <ol style="list-style-type: none"> 3.1 Freedom of Information (FOI) Requests 3.2 Council Member Requests

	<ul style="list-style-type: none"> 3.3 Citizenships 3.4 Australian Coastal Councils Association Inc. Newsletter 3.5 WALGA Quarterly Overview Report for the City of Rockingham 3.6 Coming Events 3.7 Notice of Motion – Status Report <p>Human Resources</p> <ul style="list-style-type: none"> 1. Human Resources Team Overview 2. Project Status Reports 3. Information Items <ul style="list-style-type: none"> 3.1 Recruitment 3.2 Workplace Health and Safety Statistics <p>Strategy, Marketing and Communications</p> <ul style="list-style-type: none"> 1. Strategy, Marketing and Communications Team Overview 2. Project Status Reports <ul style="list-style-type: none"> 2.1 Resident Perception Survey 2024 3. Information Items <ul style="list-style-type: none"> 3.1 Team Plan 3.2 Community Engagement – Share your thoughts 3.3 Social Media 3.4 Media Tracking <p>Legal Services & General Counsel</p> <ul style="list-style-type: none"> 1. Legal Services & General Counsel Team Overview 2. Project Status Reports 3. Information Items <ul style="list-style-type: none"> Provision of Legal Advice <ul style="list-style-type: none"> 3.1 Legal Advice – Local Government Operational Matters 3.2 Litigation
--	---

Committee Recommendation

Moved Cr Schmidt, seconded Cr Crichton:

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

Committee Voting (Carried) – 6/0

	<p>Community Development Information Bulletin – February 2025</p> <p>Community Safety and Support Services</p> <ul style="list-style-type: none"> 1. Community Safety and Support Services Team Overview 2. Project Status Reports <ul style="list-style-type: none"> 2.1 Alcohol Management Plan 2.2 Community Hub Feasibility Study 2.3 CCTV Plan 2.4 Assertive Outreach 2.5 Social Connection and Support Pilot Project 2.6 Crisis/Supported Accommodation 3. Information Items <ul style="list-style-type: none"> 3.1 Community Support Services 3.2 Rockingham Connect Community Transport Project 3.3 Community Safety
--	--

Library Services

1. Library Services Team Overview
2. Project Status Reports
3. Information Items¹
 - 3.1 Library Services Statistics
 - 3.2 Mary Davies Library and Community Centre
 - 3.3 Baldivis South Community Centre
 - 3.4 Rockingham Library
 - 3.5 Safety Bay Library
 - 3.6 Warnbro Community Library
 - 3.7 Christmas at the Libraries
 - 3.8 November/December 2024 Library Facebook Statistics

Community Infrastructure Planning

1. Community Infrastructure Planning Team Overview
2. Project Status Reports
3. Information Items
 - 3.1 Aqua Jetty Stage 2
 - 3.2 Baldivis District Sporting Complex
 - 3.3 Safety Bay Foreshore Community Facility Development
 - 3.4 Stan Twight Reserve Clubroom Redevelopment
 - 3.5 Anniversary Park Clubroom Redevelopment
 - 3.6 Baldivis Recreation Reserve Master Plan
 - 3.7 Lark Hill Sportsplex Northern Expansion
 - 3.8 Baldivis Men's Shed
 - 3.9 Autumn Centre Redevelopment

Community Capacity Building

1. Community Capacity Building Team Overview
2. Project Status Reports
 - 2.1 Seniors Strategy
 - 2.2 Cultural Development and the Arts Strategy
3. Information Items
 - 3.1 Grants
 - 3.2 Disability Access and Inclusion
 - 3.3 Reconciliation Action Plan
 - 3.4 Seniors
 - 3.5 City Volunteer Program
 - 3.6 Rockingham Volunteer Centre (RVC)
 - 3.7 Early Years, Children and Families
 - 3.8 Sport and Recreation²
 - 3.9 Health and Wellbeing
 - 3.10 Youth Development
 - 3.11 Cultural Development and the Arts
 - 3.12 Rockingham Arts Centre

¹ Inclusion of 'Information Items' to Library Services and Community Infrastructure Plan and amend numbering.

² Correction of date from 26 September 2025 to 2024.

	Community and Leisure Facilities <ol style="list-style-type: none">1. Community and Leisure Facilities Team Overview2. Project Status Reports<ol style="list-style-type: none">2.1 Rockingham Lotteries House Relocation and Community Hub Development3. Information Items<ol style="list-style-type: none">3.1 Aqua Jetty3.2 Warnbro Community Recreation Centre3.3 Mike Barnett Sports Complex3.4 Rockingham Aquatic Centre3.5 Gary Holland Community Centre3.6 Autumn Centre3.7 Baldivis Indoor Sports Complex
	Economic Development and Tourism <ol style="list-style-type: none">1. Economic Development and Tourism Team Overview2. Project Status Reports<ol style="list-style-type: none">2.1 Local Business Development2.2 Economic Development Strategy2.3 Iconic Economic Development / Tourism Events2.4 Rockingham Discovery Centre2.5 Destination Marketing2.6 Visitor Servicing Fee for Service2.7 Mobile Visitor Service Unit3. Information Items<ol style="list-style-type: none">3.1 Stakeholder Engagement - Economic Development and Tourism

Committee Recommendation

Moved Cr Liley, seconded Cr Schmidt:

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

Committee Voting (Carried) – 6/0

12. Agenda Items

General Management Services

General Management Services Governance and Councillor Support		
Report number / title:	GM-001/25	Appointment of the Western Australian Electoral Commission to Conduct the City of Rockingham Ordinary Local Government Elections 2025 and Extraordinary Elections and Polls (Absolute Majority)
File number:	GOV/10	
Proponent/s:	Western Australian Electoral Commission	
Author:	Mr Jim Olynky, Manager Governance and Councillor Support	
Other Contributors:		
Date of Committee meeting:	18 February 2025	
Previously before Council:	GM-007/23 (28 February 2024)	
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:	1. Letter from Western Australian Electoral Commission - Local Government Ordinary Election: 2025 Cost Estimate 2. WAEC Written Agreement Letter	
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

Council to consider appointing the Western Australian Electoral Commissioner to conduct the ordinary local government elections, including election of the Mayor, for the City of Rockingham on 18 October 2025 together with any other elections or polls that may also be required by the postal ballot method.

Background

The Western Australian Electoral Commission (**WAEC**) has conducted the City of Rockingham (**City**) elections by the postal ballot method since 1999. The conduct of postal elections by the WAEC has resulted in higher voter participation than when 'voting in person' elections were conducted. Postal elections allow for greater community participation and an appropriate separation of the roles between the City's administration and election process.

Election Year	% Voter Participation
2023	31.0
2021	30.1
2019	24.9
2017	31.0

Details

A letter was received from the Electoral Commissioner, dated 12 December 2024, notifying of the cost estimate to conduct the 2025 Local Government Elections by the postal ballot method.

The next ordinary local government election, including the election of the Mayor, is scheduled for 18 October 2025 and in order for the WAEC to commence planning it has requested that Council consider whether it wishes to appoint the Electoral Commissioner to conduct the election by postal ballot.

If Council wishes to pursue the option with the WAEC it needs to resolve to appoint the Electoral Commissioner to conduct the election, together with any other elections or polls required, and that the elections or polls be conducted through the postal method.

The other elections referred to are any extraordinary elections created by the resignation of Councillors mid-term. These elections can be held in conjunction with the ordinary election or polls that Council may decide to hold.

Implications to Consider

a. Consultation with the Community

Nil

b. Consultation with Government Agencies

Nil

c. Strategic

Community Plan

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

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

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

d. Policy

Nil

e. Financial

The Electoral Commissioner has advised the estimated costs of conducting the 2025 ordinary local government elections for the City of Rockingham is \$527,795 excluding GST, plus an additional \$56,091 excluding GST should Council wish to choose Australia Post's Priority Service. An appropriate allocation will be made in the 2025/2026 budget.

Note: this compares with a cost of \$395k for the 2021 election and priority post option (including the Mayoral election, previously estimated at \$12,000) and \$460k for the 2023 election and priority post option (with no Mayoral election).

The State Government advised in 2023 that Local Government Elections will be conducted on the optional preferential basis following changes to the *Local Government Act 1995*. Optional preferential voting is more complex than the previous system, in particular the count process and ascertaining a result. E.g.: The final result may take a number of days in comparison to the previous system which saw the result normally available on the night of the

election. This additional time together with current market trends is no doubt associated with the increased costs.

f. Legal and Statutory

In accordance with section 4.20(4) and section 4.61(1) and (2) of the *Local Government Act 1995* – Council is to appoint a Returning Officer and choose method of conducting the election by absolute majority.

The current legislation only permits the Electoral Commissioner, as appointed under the provisions of the *Electoral Act 1907*, to conduct postal elections. The only alternative is for the City to run its own 'In Person' elections. The last voting in person election conducted by the City was in 1997, with a voter turnout of 13.7%. The last postal election conducted in 2023 produced an average voter turnout of 30.91%.

Further, amendments to the *Local Government Act 1995* effective from 7 December 2024 provided new sections 4.1C. Orders mandating method of conducting election: postal elections and 4.1D. Orders mandating method of conducting election: voting in person elections. These sections allow the Governor, on recommendation of the Minister for Local Government, to override any decision of the local government under section 4.61 of the Act, ie conduct of an election by postal or voting in person.

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 WAEC has been engaged by the City of Rockingham to conduct postal elections since 1999. The average voter turnout at the postal elections since 1999 is 31%. Presently, the WAEC conducts postal elections on behalf of the majority of local governments in the metropolitan area and generally throughout the State. Significant logistical effort would be required if Council decides the City conducts its own elections, by way of 'in person' elections which historically do not achieve the voter turnout that postal elections achieve. Further at the 2021 and 2023 election Council chose to use the priority post option due to concerns raised at the previous election with the timeliness of voters receiving electoral packages. Given previous experience any method to improve postal delivery is seen as advantageous.

Finally, the 'Written Agreement: 2025 Local Government Ordinary Election' letter from the Electoral Commissioner dated 9 January 2025 states:

'This letter is my written agreement to be responsible for the conduct of the local government ordinary election for the City of Rockingham. In order to finalise this agreement, you are required under the Local Government Act 1995 to submit the following motions to Council for a postal election:

- 1. declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary election, together with any other elections or polls which may be required;*
- 2. decide, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be as a Postal election.*

Please note that:

- the above motion/s must be presented to Council as drafted and cannot be amended in any way;*
- both the Cost Estimates Letter, and this Written Agreement Letter should be attached to the item for Council consideration; and*
- the above motion/s must be passed by an absolute majority.*

Once the Council passes the above mentioned motion/s, please forward confirmation to the Commission to the email address below. The Commission can then proceed with arrangements for your ordinary election.'

Given the advantages that postal elections provide in terms of turnout, the potential voter fatigue in 2025 with State, Federal and local elections scheduled for Western Australia and the independence provided by the Electoral Commission conducting elections the appointment of the WAEC is supported.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council:

1. **DECLARE**, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary election, together with any other elections or polls which may be required.
2. **DECIDE**, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a Postal election.
3. **APPROVE**, the use of the Australia Post Priority Service for the lodgement of election packages at an additional estimated cost of \$56,091.
4. **AGREE** to proceed with the conduct of the 2025 ordinary elections as per Attachment 1 Letter from Western Australian Electoral Commission - Local Government Ordinary Election: 2025 Cost Estimate and Attachment 2 WAEC Written Agreement.

Committee Recommendation

Moved Cr Crichton, seconded Cr Liley:

That Council:

1. **DECLARE**, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary election, together with any other elections or polls which may be required.
2. **DECIDE**, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a Postal election.
3. **APPROVE**, the use of the Australia Post Priority Service for the lodgement of election packages at an additional estimated cost of \$56,091.
4. **AGREE** to proceed with the conduct of the 2025 ordinary elections as per Attachment 1 Letter from Western Australian Electoral Commission - Local Government Ordinary Election: 2025 Cost Estimate and Attachment 2 WAEC Written Agreement.

Committee Voting (Carried) – 6/0

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

Not Applicable

General Management Services Governance and Councillor Support



Report number / title:	GM-002/25	Superannuation Payments to Council Members – Local Government Act 1995 (Absolute Majority)
File number:	GOV/74	
Proponent/s:		
Author:	Mr Jim Olynyk, Manager Governance and Councillor Support	
Other Contributor/s:	Mr Michael Parker, Chief Executive Officer	
Date of Committee meeting:	18 February 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:		
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

For Council to consider and resolve its position on superannuation payments to Council Members.

Background

The *Local Government Act 1995 (Act)* as part of the state government's local government reform process now allows local governments to resolve by absolute majority to make superannuation contributions for Council Members from 1 February 2025.

The Department of Local Government Sport and Cultural Industries (**DLGSC**) in its publication released on 31 January 2025 stated:

'Making superannuation contribution payments for council members acknowledges the significant dedication and investment of time a council member commits to their role and helps bring council members in line with the wider workforce.'

The resolution process is streamlined by only requiring an absolute majority decision rather than a unanimous one. Similarly, the system set out in the Act means superannuation can be paid without needing to also address the other taxation requirements of becoming an ELGB.³

This reform aims to attract and retain council members and encourage greater diversity across local governments.'

³ "Eligible Local Governing Body" (ELGB) under Division 446 of the Taxation Administration Act 1953 (Cth),

Details

From 1 February 2025 all local governments will have the option to resolve by absolute majority to make superannuation contributions for Council Members.

From 19 October 2025, it will become mandatory for class 1, (including the City of Rockingham) and class 2 local governments to make superannuation contributions.

For class 3 and 4 local governments, the payment will remain optional for each council to decide if they want to make superannuation contributions to Council Members.

Where a local government is required to, or resolves to, make superannuation contributions, individual Council Members may choose to 'opt out' of receiving superannuation.

Implications to Consider

a. Consultation with the Community

As superannuation payments for class 1 local governments will become mandatory from 19 October 2025 community engagement is not considered necessary.

b. Consultation with Government Agencies

Not Applicable

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

Under Council Policy the timing of payments for Council Member allowances is currently via two methods which transitions to a single method following the 2025 local government election. This will need to be accounted for should Council determine superannuation payments to commence prior to 19 October 2025.

e. Financial

No budgetary provision has presently been made, though dependent on Council's decision on the matter the item can be included as part of the budget review process and/or budget preparations for 2025/2026.

The minimum superannuation guarantee payable is currently 11.5% (from 1 July 2024) of ordinary time earnings. This is scheduled to increase to 12% from 1 July 2025.

Should Council commence superannuation payments as outlined below the following financial implications are estimated based on current meeting fees / annual allowances:

1. Superannuation payments commencing 1 February 2025, estimated 2024/2025 unbudgeted expense \$29,207.09.
2. Superannuation payments commencing 1 July 2025, estimated at \$70,097.01 for 2025/2026.
3. Superannuation payments commencing from 19 October 2025, the date of the mandatory requirement, estimated at \$52,572.76 for 2025/2026.

f. Legal and Statutory

The *Local Government Act 1995* was amended on 1 February 2025 to include the following requirements relevant to superannuation for Council Members, (Note: key points are highlighted for Council member attention):

5.99B. Superannuation for council members: main provisions

(1) In this section and sections 5.99C to 5.99E —

remuneration has the same meaning that it has in the Superannuation Guarantee (Administration) Act 1992(Commonwealth) section 11(1)(e);

superannuation contribution payment, in relation to a council member, means —

(a) a payment of a prescribed type that is towards, or otherwise relates to, superannuation or retirement benefits for the council member; or

(b) in the absence of regulations made for the purposes of paragraph (a) — a payment that is a contribution to an account that —

(i) is nominated by the council member to the local government; and

(ii) is for superannuation or retirement benefits from a scheme or fund to which the Superannuation Guarantee (Administration) Act 1992(Commonwealth) applies.

(2) A local government may decide* to pay superannuation contribution payments for its council members under this section.

** Absolute majority required.*

(3) A local government may revoke* a decision made by it under subsection (2).

** Absolute majority required.*

(4) Regulations may require a local government, for which no decision under subsection (2) is in effect, to pay superannuation contribution payments for its council members under this section.

(5) Regulations may make provision for determining —

(a) when a superannuation contribution payment for a council member is payable; and

(b) the amount of a superannuation contribution payment for a council member.

(6) Subsections (7) and (8) apply in the absence of regulations made for the purposes of subsection (5).

(7) A superannuation contribution payment for a council member is payable with, and at the same time as, any remuneration of the council member paid by the local government.

(8) The amount of the superannuation contribution payment is the amount that the local government would have been required to contribute under the Superannuation Guarantee (Administration) Act 1992 (Commonwealth) as superannuation if —

(a) the council member were an employee of the local government for the purposes of that Act; and

(b) the remuneration were salary or wages of the council member for the purposes of that Act.

(9) This section is subject to sections 5.99C and 5.99D.

[Section 5.99B inserted: No. 47 of 2024 s. 63.]

5.99C. Superannuation for council members: opt outs

(1) This section applies to a local government —

(a) for which a decision under section 5.99B(2) is in effect; or

(b) to which a requirement under regulations made for the purposes of section 5.99B(4) applies.

(2) A council member may, by written notice to the CEO (an opt-out notice), opt out of superannuation contribution payments.

(3) An opt-out notice remains in effect unless, and until, the council member, by written notice to the CEO, revokes the opt-out notice.

(4) If an opt-out notice is in effect, the local government cannot pay a superannuation contribution payment for the council member under section 5.99B.

Note for this subsection:

If an opt-out notice is revoked, the local government cannot pay a superannuation contribution payment for the council member that the local government could not previously pay because of this subsection.

[Section 5.99C inserted: No. 47 of 2024 s. 63.]

5.99D. Superannuation for council members: other exceptions

(1) This section applies to a local government —

- (a) for which a decision under section 5.99B(2) is in effect; or
- (b) to which a requirement under regulations made for the purposes of section 5.99B(4) applies.

(2) A local government cannot pay a superannuation contribution payment for a council member under section 5.99B at any time when the Taxation Administration Act 1953 (Commonwealth) Schedule 1 section 12-45(1)(e) applies in relation to the local government.

(3) Subsection (4) applies in the absence of regulations made for the purposes of paragraph (a) of the definition of superannuation contribution payment in section 5.99B(1).

(4) A local government cannot pay a superannuation contribution payment for a council member under section 5.99B if the council member has not, before the time at which the superannuation contribution payment must be paid, nominated an account to the local government as referred to in paragraph (b) of the definition of superannuation contribution payment in section 5.99B(1).

(5) Regulations may prescribe circumstances in which a local government —

- (a) cannot pay a superannuation contribution payment for a council member under section 5.99B; or
- (b) can pay only a portion of the amount of each superannuation contribution payment for a council member under section 5.99B.

(6) Regulations may make provision for determining the portion referred to in subsection (5)(b).

Note for this section:

A superannuation contribution payment, or a portion of a superannuation contribution payment, that a local government cannot pay for a council member under subsection (2) or (4), or under a provision of regulations made for the purposes of subsection (5), cannot be paid by the local government after the subsection or provision of regulations has ceased to apply. For example, if a local government cannot pay a superannuation contribution payment for a council member under subsection (2), the local government cannot pay the superannuation contribution payment after the Taxation Administration Act 1953 (Commonwealth) Schedule 1 section 12-45(1)(e) ceases to apply in relation to the local government.

[Section 5.99D inserted: No. 47 of 2024 s. 63.]

5.99E. Superannuation for council members: supplementary provisions

(1) For the purposes of subsection (2), this subsection applies to a case in which —

- (a) section 5.102AB, 8.29(5)(b) or 8.30B(4)(b) applies in relation to an annual allowance or annual fee paid in advance to a person (the relevant person); and
- (b) the local government paid a superannuation contribution payment for the relevant person under section 5.99B wholly or partly by reference to, or otherwise in connection with, the annual allowance or annual fee.

(2) Regulations may, in respect of a case to which subsection (1) applies, make provision —

- (a) requiring the relevant person to pay the local government an amount (the returnable amount) that is equal to a percentage of the amount of the superannuation contribution payment; and

- (b) for determining that percentage (which may be 100%); and
 - (c) for the local government to recover the returnable amount if it is not paid.
- (3) In making a determination under the Salaries and Allowances Act 1975 section 7B, the Salaries and Allowances Tribunal must not take into account either of the following —
- (a) the payment of superannuation contribution payments by a local government under section 5.99B;
 - (b) a local government's power to decide to pay, or its duty to pay, superannuation contribution payments under section 5.99B.
- (4) Nothing in section 5.99B, 5.99C or 5.99D or this section, or that is done under section 5.99B, 5.99C or 5.99D or this section, makes a council member an employee of the local government.
- (5) A superannuation contribution payment paid by a local government under section 5.99B is not salary for the purposes of any written law.

[Section 5.99E inserted: No. 47 of 2024 s. 63.]

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

Superannuation contribution payments for Council Members will be made in addition to any other fees and allowances. These will sit outside the threshold for fees and allowances set by the Salaries and Allowances Tribunal. Council Members may receive various types of fees and allowances, in accordance with the Act and the relevant determination of the Salaries and Allowance Tribunal.

The requirement to make superannuation contribution payments in respect of these fees and allowances is to be determined in accordance with Commonwealth *Superannuation Guarantee (Administration) Act 1992 (SG Act)* and the further guidance provided in Superannuation Guarantee Ruling SGR 2009/2.

While Council Members are not considered employees under the SG Act, they are to be treated in the same manner as employees of the local government for the purposes of calculating superannuation contribution payments.

The payment is to be the same required under the SG Act. By 1 July 2025, the superannuation guarantee rate will be 12 per cent.

The superannuation contribution payment is to be paid at the same time as the allowances of the Council Member is paid. In order to allow a superannuation contribution payment to be made, a Council Member must nominate a superannuation account from a scheme or fund to which the SG Act applies. Superannuation contribution payments for a Council Member will not be made if the Council Member fails to nominate an eligible superannuation account before the end of the month to which the payment relates.

Local governments must not make superannuation contribution payments for Council Members during any period in which they are suspended under the Act. Individual Council Members may opt out.

Further advice will be sought regarding the *Superannuation Guarantee (Administration) Act 1992* and Superannuation Guarantee Ruling SGR 2009/2 to ensure full compliance on the subject. Potentially this advice will come from the Western Australian Local Government Association (WALGA) who is working with Moore Australia (Accounting, Tax & Auditing Services) for an industry wide opinion.

Options

It appears there are three distinct options for the introduction of Superannuation payments for Council Members:

Option 1: Introduce the payment from the earliest legal opportunity being 1 February 2025. This would result in an estimated unbudgeted expense of \$29,207.09 which could be referred to the next budget review process.

Option 2: Introduce the payments from 1 July 2025 in the new financial year and make provisions in the 2025/2026 Budget, estimated at \$70,097.01.

Option 3: Introduce the payment from 19 October 2025, the date of the mandatory requirement and following the next local government election, estimated at \$52,572.76 for 2025/2026

All options can be implemented subject to confirmation of specific requirements under the legislation and establishment of internal processes.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council **APPROVES** superannuation payments to Council Members in accordance with the provisions of the *Local Government Act 1995* and *Superannuation Guarantee (Administration) Act 1992* commencing from 1 July 2025.

Committee Recommendation

Note: Cr Buchanan proposed a foreshadowed motion to include option 1 – to commence superannuation payments from 1 February 2025 if the Officer Recommendation was lost.

Officer Recommendation

That Council **APPROVES** superannuation payments to Council Members in accordance with the provisions of the *Local Government Act 1995* and *Superannuation Guarantee (Administration) Act 1992* commencing from 1 July 2025.

Note: The officer recommendation lapsed for want of a mover and seconder

Moved Cr Buchanan, seconded Cr Schmidt:

That Council **APPROVES** superannuation payments to Council Members in accordance with the provisions of the *Local Government Act 1995* and *Superannuation Guarantee (Administration) Act 1992* commencing from 1 February 2025.

Committee Voting (Carried) – 5/1

Council Members voting for the motion:

Cr Buchanan Cr Schmidt
Cr Middlecoat Cr Hume
Cr Crichton

Council Members voting against the motion:

Cr Liley

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

Amend the commencement date of the superannuation payments from 1 July 2025 to 1 February 2025.

Community Development

Community Development Community Capacity Building	
Report number / title:	CD-001/25 Seniors Strategy 2025-2029
File number:	CSV/687
Proponent/s:	
Author:	Ms Rebekka Jarvis, Coordinator Community Capacity Building
Other Contributor/s:	Mr Paul Hayward, Manager Community Capacity Building Ms Bethany Dubberlin, Community Development Officer (Seniors)
Date of Committee meeting:	18 February 2025
Previously before Council:	
Disclosure of Interest:	
Nature of Council's role:	Executive
Attachments:	1. Seniors Strategy 2025-2029
Maps / Diagrams:	
Site:	
Lot Area:	

Purpose of Report

To seek Council's adoption of the Seniors Strategy 2025-2029 following public consultation.

Background

The new Seniors Strategy (**Strategy**) builds on the outcomes of the previous Seniors Strategy 2017-2021. The draft Strategy was endorsed for public comment at the Council meeting on 26 November 2024.

The draft Strategy was available for public comment over a five-week period, from Tuesday 3 December 2024 until Tuesday 7 January 2025. The City of Rockingham (**City**) received submissions from 13 community members which resulted in minor amendments to the Strategy. The Strategy is now presented to Council for adoption.

Details

The objective of the Strategy is to create an inclusive, supportive, and connected community where older residents are supported and empowered to access services, live independently, and actively participate in the life of the City.

Its development was informed by research, data analysis and a comprehensive internal and external community and stakeholder engagement process.

The strategy includes four Key Elements, with a total of 30 actions: 6 new and 24 ongoing.

Key Element 1 - Support and Wellbeing

Facilitate services for older adults, and empower them to understand, navigate, and access a wide range of community resources and supports.

This Key Element comprises ongoing actions, including:

- Deliver the Community Grants Program to assist organisations to deliver programs and services for seniors
- Deliver and actively promote the Rockingham Connect Community Transport Service
- Deliver programs and workshops, in partnership with external agencies, to raise awareness of community services for seniors
- Deliver the annual Seniors and Carers Expo, or explore alternative ways to raise awareness and facilitate access to local services, programs and opportunities

A new action under this Key Element is:

- Use the findings of the 2024 Community Services Mapping Report to support and advocate for seniors services in Rockingham

Key Element 2 - Environment

Plan and advocate for age-friendly housing, support low-income seniors in maintaining independence at home, and reduce barriers to access and inclusion.

This Key Element comprises ongoing actions, including:

- Consider Age-friendly and dementia -friendly principles when planning for new or upgraded City facilities
- Advocate to state and federal government to provide incentives which encourage development of affordable age-friendly housing, including aged care / retirement living, and crisis accommodation
- Guided by the Local Planning Strategy, ensure the City's Local Planning Scheme allows for the development of a variety of housing types to enable seniors to maintain a high quality of life
- Deliver the Home Modification and Assistive Equipment Subsidy Scheme to assist seniors to manage everyday tasks and remain longer in their own home
- Provide and promote ways for seniors to give feedback about the City's outdoor spaces, infrastructure and facilities
- Identify and deliver programs and workshops, in partnership with external agencies, which educate seniors about ways to remain independent at home for longer

Key Element 3 - Participation and Inclusion

Foster a vibrant community by celebrating the contributions and diversity of older residents, supporting social connections and lifelong learning, and encouraging active civic and community engagement.

Ongoing actions within this Key Element include:

- Work with State Government and Local Government Professionals' Age-friendly Network to promote age-friendly principles, services and programs within the community
- Provide/facilitate a range of programs and activities for seniors through the Autumn Centre
- Provide/facilitate a range of programs and activities for seniors through Community and Leisure Facilities
- Provide/facilitate a range of programs and activities for seniors through City Libraries

- Provide training, workshops and information to staff, volunteers and community members to raise awareness of age-friendly topics and issues (E.g. ageism and dementia)
- Support local groups and service providers to deliver dementia-friendly programs for people living with dementia, carers and their families
- Provide intergenerational initiatives in line with the City's Strategy for Early Years, Children and Young People 2024 – 2030
- Deliver volunteer opportunities as per the City's Health and Wellbeing Strategy 2024-2029
- Ensure that all City programs and services meet the requirements of the City's Disability Access and Inclusion Plan

New actions under this Key Element are:

- Liaise with the Small Business Development Corporation and/or Rockingham Kwinana Chamber of Commerce and local businesses to explore ways to address feedback from local seniors relating to reported ageism / age-related customer service issues
- Liaise with relevant external organisations to consider and implement programs for seniors from diverse backgrounds, including First Nations and CaLD communities

Key Element 4 - Communication and Information

Empower older people to access information, provide feedback to the City, and stay connected with their community.

Ongoing actions within this Key Element are:

- Promote positive portrayals of older people and celebrate their diversity through media, communication campaigns and other initiatives
- Continue to offer information relevant to older people in a variety of digital and print formats, and in alignment with age-friendly principles
- Partner with external agencies to facilitate online security education sessions for older people
- Develop resources on a range of issues, to be distributed to seniors, carers and family members during City programs and events
- Deliver the Information Technology Subsidy Scheme to assist seniors to become more connected with friends, family, resources and information

New actions under this Key Element are:

- Promote the City's Community Directory to service providers and organisations, to ensure their information is included and accessible
- Promote the City's Community Directory to seniors, carers and family members, to enable them to learn about and access local services
- Facilitate training and education opportunities for seniors which focus on utilising new technologies to stay connected and informed

Implications to Consider

a. Consultation with the Community

The draft Strategy was open for public comment from Tuesday 3 December 2024 until Tuesday 7 January 2025. The public comment period was advertised through the following:

- RockPort and Share Your Thoughts pages
- Seniors Newsletter (Mailchimp)
- Age-friendly Rockingham Network

- City's social media platforms
- Digital screens at Libraries, Autumn Centre and the Administration Building

The City received submissions from 13 community members through the consultation period. Key topics and officer responses are outlined below:

Key Topic	Officer Response
Positive feedback Numerous generous positive comments were received, commending the City for developing a Seniors Strategy. One example is provided below: <i>'...My wife and I consider ourselves fortunate to live in the city of Rockingham which already has a wonderful environment and many amenities and programs on offer to residents supported by the City of Rockingham. Therefore the ongoing work being suggested to further support seniors wellbeing in the draft strategy document is to be commended.'</i>	Officers acknowledged and thanked the respondents for their feedback.
Shark net A community member requested that the City install a shark net at a local beach, to encourage people of all ages to enjoy water activities and improve health outcomes.	Shark nets are not directly relevant to the Seniors Strategy. However, the City has previously investigated shark nets and they were not supported.
Mental health and wellbeing One community member requested an increased emphasis on mental health and wellbeing, particularly around loneliness.	Mental health and wellbeing principles are captured in the draft Seniors Strategy. Mental health initiatives are also addressed through the City's Health and Wellbeing Strategy 2024-2029. Advocacy in mental health support services, as well as strategies to address loneliness and isolation, are also key focus areas of the Community Safety and Support Services Strategy 2022 – 2027.
Promotion of services Two self-promotion submissions were received from: <ul style="list-style-type: none"> · A community group that provides digital literacy opportunities to older people · A service provider that provides motivational art classes to community members 	In relation to the community group, the City provides capacity building support and collaboration opportunities to the community group, and will continue to do so. In relation to the service provider, Officers thanked them for their information, noted the services available, and provided information about the City's Community Grants Program.
Accessibility of foot paths and cycle paths Two submissions were received regarding the connectivity and accessibility of foot paths when needing to cross roads, and the accessibility of	The draft Seniors Strategy contains a range of actions that relate to this feedback. The Road Safety Management Plan 2023 – 2030 also includes actions which also relate to this feedback.

Key Topic	Officer Response
<p>cycle paths for people using mobility aids such as mobility scooters or rollators (walkers with wheels). Both submissions gave examples of locations where they have personally experienced accessibility issues.</p> <p>(Note: some of the examples provided related to non-City premises).</p>	<p>In addition, the Disability Access and Inclusion Plan outlines the City's commitment to access and inclusion, across 8 outcome areas.</p> <p>Officers also:</p> <ul style="list-style-type: none"> Passed on the feedback to the relevant City departments responsible for cycle paths and footpaths. Provided information to the two community members about how to report any future accessibility concerns or complaints about the City's outdoor spaces, infrastructure, and facilities.
<p>Rockingham Foreshore – ACROD parking and road closure</p> <p>One comment stated that there is a lack of ACROD parking available at the foreshore, considering the amount of retirement villages in the region.</p> <p>One comment stated that the constant noise and aggressively driven cars and motorbikes along the café strip create a barrier for older people. The suggestion was made to close the roads to vehicles between Railway Terrace and Wanliss Street on weekends and public holidays from October to April each year. This measure could reduce noise and create a more welcoming and safe environment along the foreshore, encouraging older community members to socialise and reducing feelings of loneliness.</p>	<p>The City provides the required ACROD parking bays at the Rockingham Foreshore and has no position to close Rockingham Beach Road.</p> <p>Rockingham Beach Road is closed during major events, and the City will continue collaborating with local businesses to activate the space during these periods.</p> <p>Traffic complaints, including hoon driving, should be reported to the police.</p>
<p>Suggested addition to action 3.7</p> <p>One submission suggested including Kwinana Chamber of Commerce into Action 3.7: 'Liaise with the Small Business Development Corporation and local businesses to explore ways to address feedback from local seniors relating to reported ageism / age-related customer service issues'.</p>	<p>Action 3.7 has been updated to reflect the inclusion of the Rockingham Kwinana Chamber of Commerce.</p>
<p>Housing options</p> <p>Two submissions were received, requesting:</p> <ul style="list-style-type: none"> Provision for diverse housing options, including higher-density living with faster approval times for smaller bedroom houses and multi-unit complexes 	<p>The City is not responsible for the provision of housing, although the Local Planning Strategy makes provision for a range of housing options.</p> <p>Officers also noted that different housing options and approaches will be preferable / more appropriate to different people at different times. (E.g. downsizing, and / or remaining independent at home for longer).</p>

Key Topic	Officer Response
<ul style="list-style-type: none"> Efforts to attract developers to build high-rise apartments designed for older people, featuring access to amenities, such as cafés, restaurants, gyms and pools. <p>Another commenter suggested that the City's draft Strategy does not adequately outline Council's role in relation to addressing housing, palliative care and ageing in place, and questioned the City's consistency (For example, the Strategy mentions a "strong preference for seniors remaining in their current accommodation", which aligns with the idea of "aging in place". However, the submission points out that this statement is inconsistent with other concepts, such as downsizing.</p> <p>One commenter requested an update on the Challenger Precinct development</p>	<p>Through the Economic Development Strategy 2020-2025, the City is focused on efforts to promote investment opportunities, including aged care and retirement living.</p> <p>State Government is responsible for health care in Western Australia. The City's Subsidy Scheme (Home Modification and Assistive Equipment category) is available to assist older people to age in place. Eligible residents can receive reimbursements towards purchases made (e.g. grab rails) to help manage their every tasks and remain longer in their home.</p> <p>Officers provided an update in relation to the Challenger Precinct.</p>
<p>AUKUS and perception of safety</p> <p>One comment raised concerns about the safety of AUKUS, requesting that the City liaise with the military to ensure community safety and respect.</p>	<p>The City is in regular communication with the relevant government agencies, highlighting issues of concern raised by the community.</p>
<p>Information and free activities for seniors</p> <p>Three comments were received regarding information and free activities for seniors, which:</p> <ul style="list-style-type: none"> Highlighted the importance of continuing the Seniors and Carers Expo Suggested a specific information session on planning for retirement and ageing. Recommended that the City offers free exercise classes for seniors in older suburbs, including Cooloongup, Hillman, Rockingham, Safety Bay and Waikiki, similar to those provided in other suburbs. 	<p>The draft Seniors Strategy includes a range of actions which address this feedback.</p> <p>The City's Seniors Social and Wellbeing Program provides free exercise classes for older people in Golden Bay, Secret Harbour and Baldivis. It includes social connection opportunities in addition to physical exercise.</p> <p>The City offers free exercise opportunities for community members at the Rockingham Foreshore during the summer months, including Tai Chi, Jungle Body, and Yoga.</p> <p>Officers noted the suggestion for an information session on retirement planning and ageing, and will consider this when planning future programs and activities in accordance with the draft Seniors Strategy Implementation Plan.</p>
<p>Subsidy Scheme</p> <p>One comment requested an increase in the reimbursement amounts for the Subsidy Scheme.</p>	<p>The City reviews the Subsidy Scheme as part of the annual budgeting process. This suggestion has been noted for consideration in a future team plan process.</p>
<p>Community facilities and access to facilities</p> <p>One comment suggested that the City should consider building an additional facility for seniors, suggesting that the Autumn Centre is at capacity, and that</p>	<p>As per the draft Seniors Strategy, significant works are planned for the Autumn Centre.</p> <p>The draft Seniors Strategy includes actions relating to a range of seniors programs and activities at various City venues and facilities (E.g. Leisure facilities and libraries).</p>

Key Topic	Officer Response
<p>older people in other suburbs may be missing out on a similar facility.</p> <p>Two submissions further suggested that the Autumn Centre needs:</p> <ul style="list-style-type: none"> Improved Wifi Improvements to the recently updated car park to allow for both entry and exit points at the extension <p>Two submissions raised questions relating to access, as follows:</p> <ul style="list-style-type: none"> The City was compared to the City of Kwinana highlighting that Kwinana is conveniently designed with facilities such as the shopping centre, library, and swimming pool in close proximity. The community member suggested utilising the vacant land near the shopping centre and City offices to create a similar hub where facilities are centrally located. The Rockingham Connect Community Transport Service is too restrictive which excludes people who may ordinarily have access to a vehicle but might need assistance with transport following surgery (e.g. hip / knee replacement). 	<p>The City's Seniors Social and Wellbeing Program provides free exercise classes for older people in Golden Bay, Secret Harbour and Baldivis. It includes social connection opportunities in addition to physical exercise.</p> <p>The City's Rockingham Connect Community Transport Service (RCCTS) is available to eligible residents, and includes a stop at the Autumn Centre. The City reviews RCCTS destinations on an ongoing basis</p> <p>Where relevant, comments have been noted and shared with the relevant City departments.</p>
<p>General feedback – strategy layout and content</p> <p>One submission questioned:</p> <ul style="list-style-type: none"> How Council will be held accountable. How the strategy aligns with state and federal plans and suggested a lack of local data. The City's alignment with World Health Organisation principles / approaches. Overlap with other strategies, suggesting it may be duplication. Why some advisory groups were directly consulted and others weren't (I.e. Community Safety and Support Services Advisory Group). Why some strategies are specifically referenced as intersecting and others aren't. 	<p>Performance goals are developed during program / project implementation and reported in a variety of ways, including through the Council Bulletin.</p> <p>The strategy acknowledges and aligns with key research themes at international, national (federal), state and local levels.</p> <p>The World Health Organisation's 8 domains for age-friendly communities provide a comprehensive framework for creating communities that support the health, well-being, and participation of older adults. The City considers these domains valuable in relation to local government program and service delivery for seniors.</p> <p>The City undertook considerable consultation during the development of the Strategy. City strategies often overlap, such as mental health appearing in both the Seniors Strategy and the Early Years Strategy, despite a dedicated Health and Wellbeing Strategy. Actions are differentiated, with some strategies referencing others to avoid duplication. Various service areas, like</p>

Key Topic	Officer Response
	libraries, also play key roles in addressing demographic-specific needs. The Disability Access and Inclusion Advisory Group was consulted due to its relevance to seniors, and the Community Safety and Support Services Advisory Group will be considered in future.

b. Consultation with Government Agencies

The draft Strategy was shared with the Department of Communities and the Department of Health and Aged Care, with no submissions received.

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

Outcomes/Objectives: *Connected community - Provide opportunities for community engagement and participation*

Community health and wellbeing - Reinforce a strong sense of safety

Community health and wellbeing - Strengthen community health and wellbeing

Inclusive community - Build connectivity with our diverse community

Accessible services - Adapt services to meet changing community need

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

Outcomes/Objectives: *Sustainable natural green spaces - Improve community open spaces*

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

Outcomes/Objectives: *Plan for sustainable growth - Balance growth while maintaining the identified natural environment*

Accessible and connected - Plan and advocate for transport solutions

d. Policy

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

e. Financial

The total cost of implementing the Strategy over the five year period is \$1,665,000. Of this, \$1,590,000 is for existing / ongoing actions, as reflected in previous and current budget allocations. \$75,000 is for new actions, to be allocated in future team plans.

Annual costs of implementing the actions will be considered through the yearly Team Plan process, with allowance for Consumer Price Index or service fee costs at the time.

f. Legal and Statutory

Not Applicable

g. Risk

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

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

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

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

Nil

Comments

The Seniors Strategy 2025-2029 provides Council with a clear strategic direction aimed at building an inclusive, supportive, and connected community for older residents in the City. It has been developed following extensive community and stakeholder engagement, and reflects the current needs and gaps of the community.

Following a review of relevant feedback, two minor changes to the Strategy was deemed necessary:

- Action 3.7 has been adjusted to include the Rockingham Kwinana Chamber of Commerce: 'Liaise with the Small Business Development Corporation, and/or Rockingham Kwinana Chamber of Commerce and local businesses to explore ways to address feedback from local seniors relating to reported ageism / age-related customer service issues.'
- The Aboriginal Advisory Group was added to the Stakeholder Engagement List

With these minor amendments now included, Officers are now presenting the final Seniors Strategy 2025-2029 to Council for adoption.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ADOPTS** the Seniors Strategy 2024-2029, as detailed in Attachment 1.

5:37pm Mr Santiago, Manager Financial Services left the meeting and returned at 5:39pm

Committee Recommendation

Moved Cr Hume, seconded Cr Liley:

That Council **ADOPTS** the Seniors Strategy 2024-2029, as detailed in Attachment 1.

Committee Voting (Carried) – 6/0

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

Not Applicable

Community Development Community Infrastructure Planning



Report number / title:	CD-002/25	Baldivis Recreation Reserve Master Plan – Summary Report for Public Comment
File number:	CPR/824	
Proponent/s:		
Author:	Mr Blake Warner, Community Infrastructure Project Officer Mr Matthew Emmott, Manager Community Infrastructure Planning	
Other Contributor/s:		
Date of Committee meeting:	18 February 2025	
Previously before Council:	23 August 2022 (CD-022/22)	
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:	1. Baldivis Recreation Reserve Master Plan - Summary Report	
Maps / Diagrams:		
Site:	Lot 1376 Baldivis Road, Baldivis	
Lot Area:	137,823m2 (Lot 1376)	

Purpose of Report

To seek Council endorsement of the draft Baldivis Recreation Reserve Master Plan Summary Report for public comment.

Background

The Baldivis Recreation Reserve (**BRR**), located at the corner of Baldivis Road and Fifty Road, Baldivis combines significant conservation areas and historical buildings with facilities that service sport, recreation and community activities. The BRR is classed as a neighbourhood sporting facility, which also caters for community festivals and events and plays an important role within the network of community facilities for the Baldivis community while also servicing the broader region.

A Master Plan (**MP**) is a long term planning document that will provide a clear vision and direction for the future of the reserve and the use of the facilities on the site. The Baldivis Recreation Reserve Master Plan (**BRRMP**) will investigate the City of Rockingham (**City**) vision for the reserve and identify potential improvements required to support the long term use of the reserve and facilities, catering to community demand and supporting the City's growth.

The City's future vision for the BRR is for the site to cater for sport, recreation and community activities and enhance its relationship with the future East Baldivis Recreation Reserve (**EBRR**) development which once developed will create a linked community sporting precinct. The EBRR project is currently listed in the Community Infrastructure Plan (**CIP**) for construction in 2028/2029.

Supporting the need to MP the site, Council resolved at the 23 August 2022 Council Meeting to complete a MP for Lot 1376 Fifty Road, Baldvis which would explore the opportunity to incorporate the proposed Baldvis Men's Shed building on the BRR site.

As a result, the City engaged Otium Planning Group Pty Ltd to undertake the development of the BRRMP to guide the long term development of the BRR site. The draft BRRMP and summary report which includes the site layout plan has now been completed and the summary report is presented to Council for endorsement to proceed to public comment.

Details

BRRMP Process

The BRRMP has been developed to provide a future blueprint for the redevelopment of the reserve to best meet future sport, recreation and community activities within Baldvis North. The BRR is the City's only active sporting reserve with infrastructure in Baldvis North, the need for the BRRMP was required to ensure that the reserve can continue to meet the City's levels of service and ensure the functionality of the infrastructure on site. In addition, there are a number of other factors that required the completion of the BRRMP including; the relocation of the Baldvis Tennis Club to the Baldvis Sports Complex, Councils resolution to complete a master plan for the BRR as a potential location of the Baldvis Men's Shed, and the future linkage of the BRR with the EBRR development. The completion of the BRRMP helps to provide a strategic vision and direction for the reserve to plan potential future works at the site.

The BRRMP development will assist to determine an evidence based strategic direction of the reserve which includes the important relationship that the site has with the future EBRR development. Upon the delivery of the EBRR which is identified within the CIP for delivery in 2028/2029, the two reserves will complete a very important sporting precinct which will service the City's Baldvis North population which is forecast to be the City's largest suburb by 2046.

At the November 2024 Council Meeting, Council resolved to **APPROVE** the preferred site, Lot 8002, 60 Pike Road, Baldvis, for the development of the Baldvis Men's Shed. Following Council's Resolution, minor updates to the site layout plan were made.

Development of the draft BRRMP included:

- **Situation Analysis:** a review of all background data such as previous research, projects, asset inspections, state sporting association guidelines, City policies and population demographics;
- **Site Analysis:** a review of site utilities and services, reserve and environmental classifications, bushfire prone planning, site conditions and levels;
- **Functional audit:** assessment of the buildings to determine if 'fit for purpose';
- **Consultation:** opportunity for stakeholder and community feedback provided through surveys and/or meetings;
- **Needs assessment:** identification and validation of stakeholder needs, and recommendations to satisfy these needs; and
- **Master Plan:** development of building and landscape plans showing infrastructure improvements that address the needs identified.

Master Plan – Design Response

Key recommendations of the BRRMP include:

- Redevelopment of Baldvis Recreation Centre to include sporting club functional spaces which will greatly improve the relationship of the sporting facilities with the use of the reserve and improve functionality of the Recreation Centre;
- Redevelopment of Baldvis Hall to improve community use which will support the range of community activities currently utilising the site and provide opportunities for additional uses;
- Location identified for either the proposed Baldvis Men's Shed building or future community purpose for example an outdoor recreation space;

- Levelling works to existing playing field to increase playing space;
- Improve accessibility and connection throughout the reserve with footpaths;
- Improved fencing throughout the reserve for safety;
- Increase the number of and formalisation of parking available, and improvement to the flow of traffic within and around the site; and
- Improved landscaping to the overall site.

Built Infrastructure

The BRRMP seeks to retain the current Recreation Centre and Community Hall facilities, including recommendations for upgrades/redevelopment to provide greater functional capacity to align with current compliance requirements and better meet existing and future community demand. The proposed works within the BRRMP aim to ensure the facilities can meet the requirements of the community and the City's Sports and Community Facility Provision Policy (**SCFPP**) and Standards and Dimensions Guide. Key features include:

Baldivis Recreation Centre

- A general refurbishment of existing spaces;
- Extension of building to include a new social space and internal storage for sporting club usage;
- Conversion and extension of the foyer to include new male/female toilets, universal accessible toilet, first aid and cleaners room for both user group and community use;
- Conversion and reconfiguration of the kitchen area for sporting club usage and addition of a second kiosk servery for users of the indoor court area as per the City's SCFPP and Standards and Dimensions Guide;
- Modification to create additional internal and external storage areas; and
- Refurbishment and reconfiguration of existing change rooms (gender equitable design) and toilets.

Baldivis Hall

- A general refurbishment of existing spaces;
- An internal wall installed into the hall space to provide a secondary meeting room including a tea preparation area and internal storage;
- Refurbishment and reconfiguration of existing toilets;
- Refurbishment of kitchen;
- New veranda and external door for access to secondary meeting room space; and
- Conversion of the foyer for additional internal storage.

Reserve and Open Space

The reserve and open space requires modification in areas to better service the current and future needs of the community. The key features include:

- Provision of accessible pedestrian footpath throughout the site;
- Formalisation and provision of additional car parking;
- Levelling works to existing playing field;
- Provision of additional grassed area for sports practice or events;
- Provision of additional area for either the proposed Baldivis Men's Shed or a future community purpose such as an outdoor recreation space;
- Improved fencing throughout the reserve;
- Replacement of existing BBQ pavilion; and

- Implementation of new directional and wayfinding signage.

Implementation of the key BRRMP projects are estimated to cost \$13,420,000 with delivery suggested to be undertaken in stages due to the interdependency of many of the works and spaces.

BRRMP Key Projects	Indicative Delivery Year	\$
Eastern car park and over flow parking area including footpaths	2030/31	\$880,000
Baldivis Recreation Centre – Major upgrade	2031/32	\$5,260,000
Terracing of existing retaining wall, development of new grass practice area / events space including footpaths	2032/33	\$2,880,000
Baldivis Hall – Major upgrade	2033/34	\$3,170,000
Southern car park upgrade including footpaths	2033/34	\$1,230,000
Future community purpose / recreation space	TBD	TBD
Total		\$13,420,000

It should be noted that at such an early stage of a project, the Opinion of Probable Costs in the above table deliver a Rough Order of Magnitude (**ROM**) estimate with an accuracy +/- 40% as detailed investigations and designs are required to still be undertaken. As the project progresses, the ROM will start to become more concise.

In addition to the key projects in the above table, there are a number of asset renewal and minor projects identified during the MP that are likely to be less resource dependent. These works could be planned and undertaken at any time, subject to funding, and are not dependent on any project listed in the above table.

The findings of the BRRMP were presented at a Councillor Engagement Session on 3 December 2024.

Implications to Consider

a. Consultation with the Community

The community were involved in the development of the BRRMP in the following ways:

- Online survey to the community to seek input regarding how they currently utilise the site which ran from 20 March to 3 April 2024. In total 100 responses were received;
- The survey found that:
 - Most people (84%) use a vehicle to get to and from the BRR.
 - Less than half (40.5%) were a member of any group that use the BRR.
 - With regard to public spaces, 41% of people indicated they used the walking trails, followed by the playing field (30%) and public toilets (27.63%).
 - A large proportion of respondents (47.37%) identified that they utilise the facilities a couple of times a week and with only 7.89% indicated that they use it daily.
- Current user groups of BRR were invited to undertake a survey to provide feedback on how they currently utilise the site. Nine groups were invited and seven responded;
- Feedback obtained from the community and key users indicated that the following were suggested key improvements:
 - Additional playing space;
 - Increase car parking and access;
 - Park improvements including drink fountains, shelter, fencing, signage, etc.;
 - Improved security;
 - Increased storage within buildings; and
 - Improved community access to buildings.

- Meetings and regular communication have been held throughout the BRRMP development with the key user groups including Baldivis District Sporting Club, Baldivis Lions Club, Baldivis Playgroup, Rockingham Visual Arts, and the CWA Baldivis Belles. Additionally the City have held meetings with the Principal of Baldivis Primary School. All stakeholders have seen and provided comment in the development of the draft BRRMP summary report and site layout plan.

If endorsed the City will advertise the draft BRRMP Summary Report, in line with the City's Policy – Community Engagement the community will be invited to provide further feedback through the City's Share your Thoughts platform for 2 weeks from 3 March to 17 March 2025.

b. Consultation with Government Agencies

Not Applicable

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

Outcome/Objective: *Community health and wellbeing - Strengthen community health and wellbeing*

Outcome/Objective: *Community health and wellbeing - Provide healthy lifestyle opportunities*

Outcome/Objective: *Accessible services - Adapt services to meet changing community need*

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

Outcome/Objective: *Built infrastructure meets current and future community needs - Plan build and maintain current and future assets*

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

d. Policy

The draft BRR Master Plan has been developed in accordance with the Council Policy – Sports and Community Facility Provision.

The public comment period will be advertised for 14 days in line with the Council Policy – Community Engagement.

e. Financial

There are no financial implications associated with advertising the draft BRRMP Summary Report for public comment. If the final BRRMP Summary Report is endorsed, funding will need to be considered in future reviews of the City's Business Plan. The projects identified in the BRRMP are currently unfunded.

Funding is allocated in the City's Business Plan of \$35,000 to replace the external shelter BBQ structure used by the Baldivis Lions Club with the location of this structure identified on the site layout plan.

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 substantial growth anticipated within Baldivis North is a key driver of future design and development of the BRR. As the BRR currently includes older facilities lacking in functionality to adequately service the population, it is important for the City to continue to develop and upgrade existing infrastructure to respond to not only growth, but to focus on diverse community facilities for all.

Additionally, the BRRMP was undertaken following the decision to relocate the Baldivis Tennis Club to the Baldivis Sports Complex as well as being in line with Council's Resolution in August 2022 to consider the suitability of the BRR as a possible location to accommodate the proposed Baldivis Men's Shed building.

Following Council's Resolution in November 2024 to proceed with the development of the Baldivis Men's Shed at Pike Road. The current tennis courts which were identified as a suitable location for the Men's Shed are considered an important location within the context of the overall Reserve to support additional future community purposes which could include infrastructure such as an outdoor recreation space.

City Officers have been in communication with the Department of Education (**DoE**) in regards to the development of the High School and EBRR on the eastern side of Baldivis Road. These conversations are ongoing with no confirmation that the timeline of the High School development will align with the CIP implementation timeframe of construction in 2028/2029.

The development of the EBRR adjacent to the BRR will create a significant sport, recreation and community hub for the City. Given the current shortage of active reserve space within Baldivis, the development of the EBRR is of a high priority for the City. The continued advocacy from the City in the delivery of the EBRR is critical in ensuring the creation of this sport, recreation and community hub within the Baldivis North community. Projects identified within the BRRMP will assist in providing functional and accessible facilities across both of these sites upon completion of the EBRR.

Pending Council endorsement, the BRRMP Summary Report will be advertised for public comment which will be supported by a Master Plan Summary Report, giving the community and key stakeholders the opportunity to provide feedback before the plan is finalised. Following the public comment period, the BRRMP will be updated where appropriate and returned to Council for final consideration. It will be at this time that Council will be requested to make a decision on funding the implementation of the BRRMP.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ENDORSES** the draft Summary Report of the Baldivis Recreation Reserve Master Plan, as detailed in Attachment 1, for the purpose of public comment.

Committee Recommendation

Moved Cr Liley, seconded Cr Crichton:

That Council **ENDORSES** the draft Summary Report of the Baldivis Recreation Reserve Master Plan, as detailed in Attachment 1, for the purpose of public comment.

Committee Voting (Carried) – 6/0

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

Not Applicable

Community Development Community Capacity Building		
Report number / title:	CD-003/25	Review of Community Capacity Building Advisory Committees
File number:	GOV/39-5	
Proponent/s:		
Author:	Mr Paul Hayward, Manager Community Capacity Building	
Other Contributor/s:		
Date of Committee meeting:	18 February 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:		
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

To seek Council approval to disband the following Council advisory committees:

- Cultural Development and the Arts (CDATA) Advisory Committee
- Seniors Advisory Committee
- Disability Access and Inclusion Advisory Committee
- Sports Advisory Committee
- Rockingham Education and Training Advisory Committee (RETAC).

Background

At the Ordinary Council meeting held on 22 October 2024, Council resolved to defer community member appointments to the following Council advisory committees until they were reviewed at a future Councillor Engagement Session:

- Cultural Development and the Arts (**CDATA**) Advisory Committee
- Seniors Advisory Committee
- Disability Access and Inclusion Advisory Committee

A Councillor Engagement Session was then held on 10 December 2024, where findings were presented from a recent officer review of advisory committees. The review encompassed the above three listed groups, as well as another two groups - the Sports Advisory Committee and the Rockingham Education and Training Committee (**RETAC**).

The review findings showed similar recurrent issues across all five advisory committees, and further details are provided in the following sections of this report.

Details

Review scope

An officer review was conducted for the following five advisory committees, for the period of February 2023 – December 2024.

- Cultural Development and the Arts Advisory Committee
- Seniors Advisory Committee
- Disability Access and Inclusion Advisory Committee
- Sports Advisory Committee
- Rockingham Education and Training Advisory Committee

Review Findings

Low community nominations

The October 2024 advisory committee community nomination process resulted in low nominations for a number of Council advisory committees, as shown in the below table.

Advisory committee	Community positions required	Nominations received	Required for Quorum
CDATA	Seven	Three	Five (E.g. Two Councillors and three community members)
Seniors	Six	Four	Five (E.g. Two Councillors and three community members)
Disability Access and Inclusion	Eight	Seven	Five (E.g. Two Councillors and three community members)
Sports	Six	Six	Four (E.g. Two Councillors and two community members)
RETAC	1 community member 2 university reps 1 Dept. Education rep 1 South Metro TAFE rep 1 Independent Schools rep	2 community (1 selected) 1 University rep 0 Dept. Education rep 0 South Metro TAFE rep 0 Independent Schools rep	Four (E.g. Two Councillors and two other representatives) Note: Composition requires specific sector representation

Based on these figures, all advisory committees can meet quorum for each meeting if all members attend. However, for the CDATA and Seniors advisory committees there is a higher chance of not meeting quorum if some members do not attend, which occasionally happens.

Moreover, whilst the Sports Advisory Committee is the only group to currently show all community members positions as being filled, it must be noted that this group has the most frequent lack of quorum / low attendance. This is covered in more detail in the next section of this report.

In the case of RETAC, the current nominations do not meet minimum composition requirements for this group, and the committee is therefore currently unable to proceed.

Key Issues

In addition to low community nominations for some groups, the following common issues were identified for the review period of February 2023 – December 2024.

Advisory committee	Issues
CDATA	<ul style="list-style-type: none"> • Six of nine meetings had three or fewer community members in attendance • One of nine meetings had no quorum. • Meetings reduced from every two months to quarterly due to low attendance. Low attendance has continued • Zero recommendations made to Council • No strategic discussion - usually operational updates from staff – the same as reported through the monthly Council Bulletin
Seniors	<ul style="list-style-type: none"> • Five of nine meetings had three or fewer community members in attendance • Two of nine meetings had no quorum. Zero reports required presentation for Committee / Council consideration at each meeting • Meetings reduced from every two-months to quarterly due to low attendance. Low attendance has continued • Two recommendations made to Council (appointments to vacancies) • No strategic discussion - usually operational updates from staff – the same as reported through the monthly Council Bulletin. Community members often bring up matters that can be reported through standard City customer service channels (E.g. potholes on a footpath).
Disability Access and Inclusion	<ul style="list-style-type: none"> • Five of nine meetings had four or fewer community member attendance • Two of none meetings had no quorum. Zero reports required presentation for Committee / Council consideration at each meeting • Meetings reduced from every two-months to quarterly due to low attendance. Low attendance has continued • Three recommendations made to Council (appointments to vacancies) • Very little strategic discussion (occasionally some feedback sought on City projects, such as Aqua Jetty stage 2). Meetings usually consist heavily of operational updates from staff – the same as reported through the monthly Council Bulletin
Sports	<ul style="list-style-type: none"> • Four of eight meetings did not proceed. 3\Three due to lack of quorum, another due to lack of agenda items • Of the four meetings that went ahead, two had three or fewer community members in attendance • Most frequent low attendance / lack of quorum of all advisory committees (for example - the first meeting with newly appointed community nominations - 4 November 2024 - did not proceed due to lack of quorum) • Meetings reduced from every two months to quarterly due to low attendance. Low attendance has continued • Zero reports required for Committee / Council consideration at each meeting • Zero recommendations made to Council • No strategic discussion - usually operational updates from staff – the same as reported through the monthly Council Bulletin

Advisory committee	Issues
RETAC	<ul style="list-style-type: none">• Insufficient nominations received – currently unable to proceed with Committee• Two reports for Committee/Council consideration, from three meetings• All Group discussion pertains to approving officer assessments and recommendations for scholarship applications. These then go to Council for approval• Officer assessments are made in accordance with Council-endorsed policy, eligibility criteria and assessment criteria• The advisory committee is generally of the view that all applications received should be funded in full• Given the robust Policy and processes in place, officer recommendations could go straight to Council for endorsement

Proposed way forward – working groups

Transition to stakeholder working groups

Officers recommend disbanding the following advisory committees and transitioning to stakeholder-specific working groups, established as required, for the following committees:

- Cultural Development and the Arts Advisory Committee
- Seniors Advisory Committee
- Disability Access and Inclusion Advisory Committee
- Sports Advisory Committee

Stakeholder working groups would be convened for relevant City projects, programs, and events as required. The City of Rockingham (**City**) would continue to provide updates to Council Members through the monthly bulletin, and Council Members would, where appropriate, be invited to participate in working groups.

This approach allows for targeted engagement with stakeholders possessing relevant expertise, lived experience, and community connections.

Working group membership

Working group membership would include:

- Interested Council Members.
- Interested individuals who previously nominated for advisory committee membership.
- Community members and stakeholders identified through expressions of interest circulated to the City's relevant local networks, databases, and stakeholder groups.

Other existing groups and networks within the area

It should also be noted that the City actively participates in and / or facilitates several networks and groups which are relevant to these focus areas. For example:

- The City facilitates the Age-Friendly Rockingham Network, and communicates operational updates through this network on a regular basis. Members of the Seniors Advisory Committee have often been part of this network
- The Mandurah, Cockburn, Kwinana, and Rockingham Access and Inclusion Network (**MCKRain**) is a collaborative partnership among these four cities in Western Australia. The network aims to engage and connect professionals who support and work with people with disabilities and their families. MCKRain facilitates regular meetings throughout the year and provides email updates detailing local events, news, and information relevant to individuals working in the disability sector.

The City will continue to be involved with these, and to promote opportunities for community members and stakeholders to be involved.

Benefits of the proposed new model

The proposed transition to a working group approach ensures more targeted, relevant and realistic engagement with key stakeholders, whilst retaining appropriate communication channels with Council Members. It also enables broader participation from community members with specific interests and expertise, fostering more inclusive and dynamic consultation processes.

Proposed Way Forward – RETAC

Transition to Direct Recommendations to Council

Officers recommend disbanding RETAC and transitioning to a process where officers provide recommendations for the Tertiary Scholarship Scheme (TSS) directly to Council.

Rationale

The following factors support this transition:

- **Membership Challenges:** RETAC requires representatives from specific organisations and one community member. However, the recent nomination process yielded insufficient applications, with only two of the six required external/community positions filled. As such, RETAC is currently unable to operate.
- **Continual Improvement and Efficiency:** Officer assessment and recommendations are based on robust eligibility and assessment criteria that are endorsed by Council Policy. RETAC recommendations are typically in alignment with the Officer assessments, with the committee generally of the view that all eligible applications should be approved for the full requested funding amount (subject to budget availability). Discussion at RETAC is therefore considered redundant - adding another layer of bureaucracy that is not required.
- **Reduced focus over time:** In previous years, RETAC supported broader learning initiatives in alignment with the City's Learning Strategy. However, since 2017, RETAC's scope has primarily shifted to approving officer assessments and recommendations for the TSS.

Proposed process under the new model

- Officers would prepare a comprehensive assessment and recommendation report based on the Council-endorsed eligibility and assessment criteria.
- These reports would be submitted directly to Council for approval twice a year, aligned with the two scholarship rounds.
- Council Members would have the opportunity to review and discuss the confidential officer report and recommendations during the relevant Committee and Council meetings.

Consideration of Community Grants Program alignment

During the Councillor Engagement Session held on 10 December 2024, there was discussion about potentially incorporating RETAC's functions into the existing Community Grants Program Advisory Committee. However, further analysis determined this approach to be impractical due to the scale and resourcing requirements of the Community Grants Program, and differing time frames for the two programs.

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

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

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

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

Outcome/Objective: Sustainable Local Government - Optimise City resources

Outcome/Objective: Sustainable Local Government - Continual improvement

d. Policy

The Governance and Meeting Framework Council Policy provides direction on the timeliness, frequency and composition of Advisory Committee Meetings. Should Council approve the officer recommendation, this policy will require amendment

Council Policy – Tertiary Scholarship Scheme applies to RETAC. Should Council approve the officer recommendation, this policy will require amendment

e. Financial

There are no financial implications associated with advisory committees transitioning to working groups. The financial implications associated with RETAC would also remain unchanged, with the budget operating in accordance with current approved Council Policy.

f. Legal and Statutory

As per section 5.8 of the *Local Government Authority Act 1995 (Act)* a local government may establish a committee by absolute majority. Section 5.11 of the Act outlines that tenure of committee membership continues until the committee is disbanded. The Act is silent on the disbanding of committees.

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

Transition to working groups

In light of the issues identified earlier, transitioning from Advisory Committees to Working Groups is considered more efficient, flexible, and effective in engaging community members for specific strategic projects. Working Groups would be formed as needed for particular strategic initiatives, such as:

- Strategy or plan development and / or review: Working Groups would facilitate enhanced community consultation during the development of new strategies and plans, or periodic reviews of existing strategies and plans (For example, the Disability Access and Inclusion Plan).
- New Facilities/Upgrades: Working Groups could guide the development and redevelopment of City facilities, focusing on key considerations like lived experience and accessibility. This approach proved valuable in the initial Aqua Jetty Stage 2 design, and would be valuable again for the upcoming redesign process.

Working Group membership would be drawn from targeted expressions of interest circulated through local networks and stakeholder groups, as well as more broadly through standard public advertising. Councillors would also be invited to participate via a memo. Key outcomes and updates would continue to be reported to Council through the monthly bulletin.

This approach ensures greater flexibility, broadens community participation, and targets relevant expertise and lived experience for each project. By shifting from Advisory Committees to Working Groups, the City can increase engagement, streamline processes, and ensure that resources are focused on achieving meaningful outcomes aligned with the City's strategic objectives. Existing networks, such as Age-Friendly Rockingham and MCKRain, will also be leveraged to reduce duplication and enhance collaboration.

This proposed approach also leverages established networks, such as the Age-Friendly Rockingham Network and MCKRain, to support ongoing collaboration and potentially reduce duplication. By transitioning to stakeholder working groups, the City can enhance engagement quality, streamline processes, and ensure that resources are directed towards achieving meaningful outcomes aligned with strategic objectives.

Tertiary scholarship Scheme – Direct recommendations to Council

Officers recommend disbanding RETAC and transitioning to a more streamlined and efficient process, where officer recommendations for the TSS are submitted directly to Council for endorsement.

This approach addresses the key issues of insufficient membership for RETAC and its narrowed role in recent years - which now focuses solely on approving officer recommendations which already align with Council Policy. It also acknowledges that conversation at RETAC meetings is considered unnecessary, and removes an additional layer of bureaucracy. The proposed approach ensures continuation of the rigorous assessment process, and still allows Council to review and discuss officer recommendations for TSS funding at Committee and Council meetings.

Alternative options, like merging RETAC's functions with the Community Grants Program Advisory Committee, were deemed impractical due to differing timelines and resource requirements. The proposed transition retains efficiency, maintains accountability, and continues robust oversight of the TSS.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **APPROVES** disbanding and **AMENDING** any Council Policy references for the following Council advisory committees:

- Cultural Development and the Arts Advisory Committee
- Seniors Advisory Committee
- Disability Access and Inclusion Advisory Committee
- Sports Advisory Committee
- Rockingham Education and Training Advisory Committee

Committee Recommendation

Moved Cr Schmidt, seconded Cr Hume:

That Council **APPROVES** disbanding and **AMENDING** any Council Policy references for the following Council advisory committees:

- Cultural Development and the Arts Advisory Committee
- Seniors Advisory Committee
- Disability Access and Inclusion Advisory Committee
- Sports Advisory Committee
- Rockingham Education and Training Advisory Committee

Committee Voting (Carried) – 6/0

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

Not Applicable

13.	Reports of Council Members
	<p>13.1 2025 WALGA Urban Forest Conference</p> <p>Cr Buchanan advised that he and Cr Jecks attended the recent Tree Retention through the Planning System masterclass at the 2025 WALGA Urban Forest Conference. It was noted that WALGA aim to double the tree coverage in the greater Perth metropolitan areas from 14% to 30% by 2040.</p>
14.	Addendum Agenda
	Nil
15.	Motions of which Previous Notice has been given
	Nil
16.	Notices of motion for Consideration at the Following Meeting
	Nil
17.	Urgent Business Approved by the Person Presiding or by Decision of the Committee
	Nil
18.	Matters Behind Closed Doors
	Nil
	<p>Acknowledgement – Mr Nick Brown, Manager Community and Leisure Facilities</p> <p>The Chairperson, Cr Buchanan, on behalf of the Corporate and Community Development Committee thanked and acknowledged Mr Nick Brown for his efforts over the past 32 years since commencing with the City in April 1993.</p> <p>The Chief Executive Officer, Mr Michael Parker, on behalf of the City, congratulated Mr Brown on his service and outstanding contribution over a variety of roles and Divisions with the City.</p>
19.	Date and Time of Next Meeting
	The next Corporate and Community Development Committee meeting will be held on Tuesday 18 March 2025 in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 5:00pm.
20.	Closure
	There being no further business, the Chairperson thanked those persons present for attending the Corporate and Community Development Committee meeting, and declared the meeting closed at 6:00pm .