



City of Rockingham

MINUTES

Corporate and Community Development Committee

Held on Tuesday 17 June 2025 at 5:00pm
City of Rockingham Council Chamber




City of Rockingham
Corporate and Community Development
Committee Minutes
5:00pm Tuesday 17 June 2025



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<div>City of Rockingham</div> <div>Corporate and Community Development Committee Meeting Minutes</div> <div>Tuesday 17 June 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 5:00pm 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, JPChairperson</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 (via MS Teams)</div><div>Cr Dawn JecksObserver</div></div><div><i>Note: All Council Members attending by electronic means have endorsed declarations pursuant to Local Government (Administration) Regulations 1996, r14C(5) which are captured in the City's record management system. This Note is to reflect the requirements of r.14C (7).</i></div><div>2.2 Executive</div><div><div>Mr Michael ParkerChief Executive Officer</div><div>Mr John PearsonDirector Corporate Services</div><div>Mr Michael HollandDirector Community Development</div><div>Mr Jim Olynyk, JPManager Governance and Councillor Support</div><div>Mr Michael YakasManager Customer and Corporate Support</div><div>Ms Nollaig BakerManager Strategy and Corporate Communications</div></div></div>

	<p>Mr Richard Hardy Manager Community and Leisure Facilities</p> <p>Mr Matthew Emmott Manager Community Infrastructure Planning</p> <p>Ms Mary-Jane Rigby Manager Community Safety and Support Services</p> <p>Mr Paul Hayward Manager, Community Capacity Building</p> <p>Ms Alison Oliver Manager Library and Information Services</p> <p>Ms Melissa James Manager Economic Development and Tourism</p> <p>Ms Katie MacLachlan Financial Controller</p> <p>Ms Lauren Townsend Governance Coordinator</p> <p>Ms Sue Langley Governance Officer</p> <p>Ms Jennifer Weinman Governance Officer – FOI & Councillor Support</p>
2.3	Members of the Gallery: 2
2.4	Apologies: Nil
2.5	Approved Leave of Absence: Nil
3.	Responses to Previous Public Questions Taken on Notice
	Nil
4.	Public Question Time
5:02pm	<p>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>
4.1	<p>Mr Jason Davies, Hillman – Draft budget / Credit card usage</p> <p>The Chairperson invited Mr Davies to present his questions to the Corporate and Community Development Committee. Mr Davies asked the following questions:</p> <p>First questions are in regards to a couple of items on pages 10, 11 and 12 of the 2025/2026 draft budget that I'd like some clarification on.</p> <ol style="list-style-type: none"> Item 01320 on page 11 Councillor support budgeted at \$1,796,665. I've also found on page 10 the same description under income listed as 0 for the draft but under last fiscal year it's budgeted at \$500. Can I get some clarification into what is defined as 'councillor support'? <p><i>The Chairperson advised that Councillor Support is the master general ledger account for all of the Councillor and Support teams transactions and includes Mayor/Deputy Mayor allowances, Councillor sitting fees, training and related general expenditure. It also includes the election expenses for the forthcoming local government election which is a significant cost estimated at \$583k. The account is listed twice on page 11 under income and expenditure to show the income and expenditure budgets separately. The income budget for 2024/2025 was \$500, whereas the income budget for 2025/2026 is \$0 and may be adjusted should any councillor reimbursements be made.</i></p> <ol style="list-style-type: none"> Item 01330 civic events/functions. Now from my understanding this might be events such as citizenship ceremonies but would anything else fall under that umbrella, considering it's budgeted for \$191,000? <p><i>The Chairperson advised that it contains expenditure budgets for all civic events and functions. This includes Citizenship Ceremonies, Annual Recognition Functions, Australia Day Ceremony, Global Friendship matters and Pioneers Lunch.</i></p>

	<p>3. Item 02320 on page 12 waste collection services - other. Could I get some more clarification on what that covers?</p> <p><i>The Chairperson advised that this covers non household waste costs including commercial and public refuse service, dog litter bags and internal charges.</i></p> <p>My last question is in regards to the recent report from the Office of the Auditor General (OAG) regarding store and credit card usage in local councils. For clarity, I'm not accusing the City of Rockingham of anything dubious or any sort of lavish spending, just curious.</p> <p>4. Do officers/Councillors/CEO believe that the current policy regarding credit card usage is considerably safeguarding against abusive spending or do you feel that the report may have highlighted some areas for improvement?</p> <p><i>The Chairperson advised that the City has sound policies and processes surrounding purchasing cards which includes rigorous review processes of all purchases made and is always open to improvement on a risk based approach. Rockingham was not party to the recent audit from the OAG regarding purchasing card usage, however we review all relevant OAG reports against current processes to ensure any areas of improvement are identified and actioned accordingly.</i></p> <p>5:07pm There being no further questions the Chairperson closed Public Question Time.</p>		
5.	Confirmation of Minutes of the Previous Meeting		
	<p>Moved Cr Crichton, seconded Cr Middlecoat:</p> <p>That Committee CONFIRMS the Minutes of the Corporate and Community Development Committee Meeting held on 20 May 2025, as a true and accurate record.</p> <p style="text-align: right;">Committee Voting (Carried) – 6/0</p>		
6.	Matters Arising from the Previous Minutes		
	Nil		
7.	Announcement by the Person Presiding without Discussion		
	<p>5:08pm The Chairperson announced to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the next Council meeting.</p>		
8.	Declarations of Members and Officers Interests		
	8.1	Item CD-011/25	Community Grants Program applications round one 2025/2026
		Council Member:	Mayor Deb Hamblin
		Type of Interest:	Impartiality
		Nature of Interest:	Mayor Hamblin is Vice Patron of the Cruising Yacht Club of WA (Inc) and is Patron of the Rockingham Bowling Club. Mayor Hamblin declares that she will deal with the matter on its merits and vote accordingly.
		Extent of Interest:	Not Applicable

	8.2	Item CD-011/25	Community Grants Program applications round one 2025/2026
		Council Member:	Cr Mike Crichton
		Type of Interest:	Impartiality
		Nature of Interest:	Cr Crichton is friends with the Senior Pastor at Centrepont Churches, Friends with the Vice President of the Rockingham Swimming Club, SOUL is the sister organisation of The CREW where Cr Crichton is employed. Cr Crichton declares that he will deal with the matter on its merits and vote accordingly.
		Extent of Interest:	Not Applicable
	8.3	Item CD-011/25	Community Grants Program applications round one 2025/2026
		Council Member:	Cr Caroline Hume
		Type of Interest:	Impartiality
		Nature of Interest:	Cr Hume personally knows members of the Safety Bay Tennis Club. Cr Hume declares that she will deal with the matter on its merits and vote accordingly.
		Extent of Interest:	Not Applicable
9.	Petitions/Deputations/Presentations/Submissions		
	Nil		
10.	Matters for which the Meeting may be Closed		
	Nil		
11.	Bulletin Items		
	Corporate and General Management Services Information Bulletin – June 2025 Corporate Services 1. Corporate Services Team Overview 2. Project Status Reports 2.1 Online Rostering 2.2 Website Upgrade 2.3 Leisure Management System 2.4 Food Organic Garden Organic (FOGO) Waste Collection and Processing Service 3. Information Items 3.1 List of Payments May 2025 3.2 Monthly Financial Management Report April 2025 3.3 Amendment to Rate Record – Non-Rateable Land 3.4 Amendment to Rate Record – Write Off 3.5 Awarding of Tenders by CEO - Delegated Authority 3.6 Lease Tenure Matters 3.7 Leased Property Maintenance Grants 3.8 Delegated Authority to Dispose of Property by way of Lease 3.9 Development Contribution Scheme		

	<p>General Management Services Directorate</p> <ol style="list-style-type: none">1. General Management Services Team Overview2. Project Status Reports3. Information Items<ol style="list-style-type: none">3.1 Meetings and Events3.2 Use of the Common Seal <p>Governance and Councillor Support</p> <ol style="list-style-type: none">1. Governance and Councillor Support Team Overview2. Project Status Reports3. Information Items<ol style="list-style-type: none">3.1 Freedom of Information (FOI) Requests3.2 Council Member Requests3.3 Citizenships3.4 Australian Coastal Councils Association Inc. Newsletter3.5 Coming Events3.6 Notice of Motion – Status Report <p>Human Resources</p> <ol style="list-style-type: none">1. Human Resources Team Overview2. Project Status Reports3. Information Items<ol style="list-style-type: none">3.1 Recruitment3.2 Workplace Health and Safety Statistics <p>Strategy, Marketing and Communications</p> <ol style="list-style-type: none">1. Strategy, Marketing and Communications Team Overview2. Project Status Reports<ol style="list-style-type: none">2.1 Resident Perception Survey 20243. Information Items<ol style="list-style-type: none">3.1 Communications Review3.2 Team Plan3.3 Community Engagement – Share your thoughts3.4 Social Media3.5 Media Tracking <p>Legal Services & General Counsel</p> <ol style="list-style-type: none">1. Legal Services & General Counsel Team Overview2. Project Status Reports3. Information Items<ol style="list-style-type: none">Provision of Legal Advice<ol style="list-style-type: none">3.1 Legal Advice – Local Government Operational Matters3.2 Litigation
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Committee Recommendation

Moved Cr Liley, seconded Cr Hume:

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

Committee Voting (Carried) – 6/0

Community Development Information Bulletin – June 2025

Community Safety and Support Services

1. Community Safety and Support Services Team Overview
2. Project Status Reports
 - 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
 - 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 Items
 - 3.1 April 2025 Library Services Statistics
 - 3.2 Mary Davies Library and Community Centre
 - 3.3 Baldivis South Community Centre
 - 3.4 Rockingham Library
 - 3.5 Safety Bay Library
 - 3.6 Warnbro Community Library
 - 3.7 April 2025 Library Services 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 Sports 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 First Nations Engagement
 - 3.5 Seniors
 - 3.6 City Volunteer Program

	<ul style="list-style-type: none">3.7 Rockingham Volunteer Centre (RVC)3.8 Early Years, Children and Families3.9 Sport and Recreation3.10 Health and Wellbeing3.11 Youth Development3.12 Cultural Development and the Arts3.13 Rockingham Arts Centre
	Community and Leisure Facilities
	<ul style="list-style-type: none">1. Community and Leisure Facilities Team Overview2. Project Status Reports<ul style="list-style-type: none">2.1 Rockingham Lotteries House Relocation and Community Hub Development3. Information Items<ul style="list-style-type: none">3.1 Aqua Jetty3.2 Warnbro Community Recreation Centre3.3 Mike Barnett Sports Complex3.4 Rockingham Aquatic Centre3.5 Gary Holland Community Centre3.6 Autumn Centre3.7 Baldivis Indoor Sports Complex
	Economic Development and Tourism
	<ul style="list-style-type: none">1. Economic Development and Tourism Team Overview2. Project Status Reports<ul style="list-style-type: none">2.1 Local Business Development2.2 Economic Development Strategy2.3 Iconic Economic Development / Tourism Events2.4 Rockingham Discovery Centre2.5 Destination Marketing2.6 Visitor Servicing Fee for Service2.7 Mobile Visitor Service Unit3. Information Items<ul style="list-style-type: none">3.1 Stakeholder Engagement - Economic Development and Tourism

Committee Recommendation


Moved Cr Hume, seconded Cr Middlecoat:

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

Committee Voting (Carried) – 6/0

12. Agenda Items

Corporate Services

Corporate Services Financial Services		
Report number / title:	CS-013/25	Adoption of the 2025/2026 Budget, Setting of Rates and Related Matters (<i>Absolute Majority</i>)
File number:	FLM/361	
Proponent/s:		
Author:	Mrs Katie MacLachlan, Financial Controller	
Other Contributor/s:	Mr John Pearson, Director Corporate Services	
Date of Committee meeting:	17 June 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:	1. Draft Annual Budget 2025/2026	
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

The purpose of this report is to adopt the 2025/2026 financial year Annual Budget and to provide explanation on its content and detail. A detailed budget document for the 2025/2026 financial year has been prepared and supplied to Council Members for consideration.

Background

Council Members have been briefed on Annual Budget considerations consistently throughout the year and feedback has been sought and received. These briefings covered the Community Infrastructure Plan, City's Business Plan, the first, second and third quarter Budget Reviews, Fees and Charges, Capital Works Program, Team Plans and Budget Methodology and were held on:

- 13 August 2024
- 12 November 2024
- 1 and 2 April 2025
- 8 April 2025
- 13 May 2025
- 10 June 2025

The City of Rockingham (**City**) Rating Methodology was approved for advertising on 27 May 2025 and proposed yields are included in the 2025/2026 Annual Budget. The proposed fees and charges were endorsed on 22 April 2025.

Details

The proposed capital expenditure for the City is included in Section 3 of the budget document. This totals \$104.7M, which includes \$81.7M for capital expenditure and the balance is for reserve transfers and loan repayments. Capital expenditure also includes \$35.9M of municipal funded carried forward expenditure which includes the Baldivis Sporting Complex and Stan Twight Reserve Club Changerooms Extension. Details of the expected sources of funding for the various capital items are also presented in Section 3.

Total operating revenue is expected to be \$202.8M. Total operating expenditure is expected to be \$216.8M (including non-cash). It also includes \$3.2M in carried forward expenditure. Rate revenue is anticipated to be \$118.8M inclusive of interim rates.

The proposals for rates are included in Section 5 of the budget document, as per those adopted by Council at its meeting on 27 May 2025. The budget projects a rate increase of 3.9%. The rate yield will represent 54% of the City's overall operating income.

The Statutory Statements and Notes to the Statutory Statements are included in Section 5 of the budget. The most important of these is the Statement of Financial Activity formerly known as the Rate Setting Statement.

Fees and charges listed in Section 6 of the budget document are as previously endorsed by Council at its meeting on 22 April 2025 with the following amendments:

- Inclusion of Waste Services and Millar Road Landfill Facility fees and charges which are not included in the endorsed fees and charges
- Changes to Adult Burial, Exhumation and Grant of Right of Burial fees to be in line with Metropolitan Cemetery Board fees

Implications to Consider

a. Consultation with the Community

The adopted Strategic Framework used by the City places significant importance on foundation documents such as the Strategic Community Plan and Community Plan Strategies all having considerable community consultation. These plans are all costed and then included in the Annual Budget.

The City advertised its intention to apply differential general rates and minimum payments in The West Australian on 29 May 2025 and the Sound Telegraph on 3 June 2025. The notice was also placed in 'Share Your Thoughts' on the City's website and Rock Port. Submissions close on 19 June 2025 at 4.30pm. At the time of writing this report, submissions had not closed. All submissions will be presented to Council for consideration at the 24 June 2025 Council meeting. The requirements to advertise differential rates is set by legislation and performed to seek submissions on the proposed rating differentials.

b. Consultation with Government Agencies

Nil

c. Strategic

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

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

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

d. Policy

The Annual Budget has been prepared in accordance with the Strategic Development Framework Policy with additional budget meetings as required.

e. Financial

The budget is an important annual financial document and details what is proposed to occur for the forthcoming year. It lists all matters of an operational nature as well as capital items and various sources of income. The budget is the basis for Council striking its rates for the new financial year.

It is considered important that Council Members understand the financial make-up of various items within the budget for the forthcoming year. The most important items are those of a “new” nature, and these are included in Section 3 of the budget document. While brief explanations are included throughout the budget document, Council Members have been briefed relating to the budget contents.

The 2025/2026 capital budget includes the following major capital projects (noting many other capital projects are occurring):

- Anniversary Park Clubroom Redevelopment (Construction)
- Warnbro Community Recreation Centre Redevelopment (Planning/Design)
- Rockingham Foreshore Activity Node (Planning/Design)

The Federal Government Financial Assistance Grants remain at approximately \$6.6M, which includes the local roads component of \$2.8M. The City is a minimum grant Council, which means it receives a fixed sum of money from the Federal Government based on population. Therefore, there is an upward trend in this number and it is unlikely to reduce unless there are changes in Federal legislation.

Given the early budget adoption, assumptions have been made related to opening balances. The 2025/2026 Annual Budget opening balance is \$39.1M relating to carried forward projects.

Should there be any variance to this figure, budget adjustments through the budget review process will occur accordingly. Council will need to be mindful of any further changes or requests for additional items throughout the coming financial year. While the City does have capacity to make adjustments, little capacity exists to accommodate any new large costs unless there are other positive movements to the City's end-of-year balance position. Adoption of new items beyond that which are now included in the budget could mean that some of the adopted projects may have to be “dropped off” or be delayed until future years. This process may even still need to occur should there be any large decreases in any of the projected income sources.

f. Legal and Statutory

Preparation and adoption of the budget has occurred in accordance with all legislative requirements. Part 6 of the *Local Government Act 1995 (Act)* legislates all matters to do with finance for local government which the City has complied with.

It is a requirement under section 6.36 of the Act that where a Council elects to use differential rates then it shall advertise its intention to do so, and call for submissions for a period of at least 21 days before any further action occurs. This has occurred. Further updates will be provided at the meeting. In accordance with prescribed legislation, Council is to consider any submissions received and may impose the proposed differential rates with or without modification.

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 Annual Budget is the document that provides allocations to ensure the City is able to operate financially over a twelve-month period. It attempts to capture previous decisions of Council to ensure that services and projects are delivered as expected through allocating the required expenditure for the year. Most importantly though, it is the statutory document which determines all the statutory charges including fees and charges and rates. The Annual Budget is a complex document which takes months to prepare, efforts are made to ensure Council Members are informed about the budget contents through the preparation of plans and strategies adopted by Council and linked to the City Business Plan, which provides the foundation for the draft Annual Budget.

The proposed rate increase of 3.9% is reflective of costs imposed on the City and pressures experienced by a rapid growth local government and allows for all items included in the City Business Plan and other prior adopted strategies to be included within the draft Annual Budget.

Employee costs are anticipated to be \$80.8M. This is based on the assumptions that staffing levels will be maintained, however vacant positions are accommodated by discounting the projected employee costs by 4% and new positions are budgeted at 50% of the annual cost.

The proposed Schedule of Fees and Charges for the 2025/2026 financial year are listed in Section 6 of budget document. The schedule lists all fees and charges with details of the current and proposed fees.

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

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

Council endorsed the fees and charges at the April 2025 Ordinary Council Meeting for inclusion in the budget.

A concession totalling \$65,453.39 is recommended to ease the impact on 55 properties transitioned from Unimproved Value (UV) to Gross Rental Value (GRV). This concession is due to the previous Council's decision to phase the change in valuation over a three year period and will be noted on the rates notice in line with statutory requirements.

The Annual Budget 2025/2026 is recommended to Council for adoption.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council **ADOPTS** the Annual Budget for the 2025/2026 financial year and the income and expenditures as presented within the budget document, which includes:

- The following rates:
 - For all Residential properties where Gross Rental Valuations are applied, a rate of 8.607 cents in the dollar with a minimum rate of \$1,431 to apply.
 - For all Non-Residential properties where Gross Rental Valuations are applied, a rate of 9.800 cents in the dollar with a minimum rate of \$1,431 to apply.
 - For all Unimproved Valued properties a rate of 0.105 cents in the dollar with a minimum rate of \$709 to apply.
- Where payments are received after the prescribed time and penalty charges apply, then a penalty interest rate for all Gross Rental Value and Unimproved Value outstanding rates is set at 10% per annum, to be calculated on a daily basis, unless a Rates Smoothing arrangement is entered into.

- Where payments for the ESL are received after the prescribed time and penalty charges apply, then a penalty interest rate for all outstanding ESL is set at 11% as determined by the Department of Fire and Emergency Services, to be calculated on a daily basis, unless a Rates Smoothing arrangement is entered into.
- For those ratepayers who have entered into the Rates Smoothing arrangement, penalty interest of 10% per annum is applicable if there is an outstanding balance at the end of the smoothing period, and 11% as determined by the Department of Fire and Emergency Services if there is an outstanding ESL balance at the end of the smoothing period.
- For those ratepayers not paying by instalments, the penalty interest will commence to be calculated after 15 August 2025.
- The following Rates Instalment Payment Options:

Option 1

To pay the total amount of rates and charges included on the rate notice in full by 15 August 2025.

Option 2

Payments to be made by two instalments as will be detailed on the rates notices with the following anticipated dates:

First Instalment 15 August 2025
Second Instalment 15 December 2025

Option 3

Payments to be made by four instalments, as will be detailed on the rates notices with the following anticipated dates:

First Instalment 15 August 2025
Second Instalment 15 October 2025
Third Instalment 15 December 2025
Fourth Instalment 16 February 2026

- Where payments are made by instalment, an administration charge of \$4.50 for each instalment after the first instalment shall apply and instalment interest, to be set at 5.5% per annum and calculated on a daily basis.
- Apply a concession totalling \$65,453.39 for the following assessment numbers where the valuation method was changed from Unimproved Value (UV) to Gross Rental Value (GRV) by the Minister for Local Government:

Assessment #	Concession \$
363336	5,847.90
363023	23,026.99
360790	6,042.63
239730	1,723.71
245154	1,459.84
244450	899.84
239390	2,778.51
246330	749.07
243122	2,009.32
230880	612.66
241590	1,896.43
364062	721.47
240403	533.69
243140	1,534.73

Assessment #	Concession \$
244630	433.18
243090	426.00
240140	426.00
242630	418.82
241420	418.82
245520	397.28
246310	382.92
242910	451.23
230850	368.56
240542	361.38
241160	359.45
346653	359.45
245310	354.20
243990	347.02

Assessment #	Concession \$
347902	548.05
240320	755.31
240980	519.33
244190	469.07
242410	461.90
245270	433.18
245510	304.22
243490	894.61
242650	329.72
359650	354.37
358431	231.67
358434	231.67
363339	231.67
230860	231.67

Assessment #	Concession \$
240120	437.23
244790	332.67
240531	325.49
246910	318.31
230830	318.31
242920	430.59
244140	231.67
362975	231.67
239710	344.97
240181	356.55
246790	261.06
242010	296.33
241050	231.00

- The transfers to and from the Reserve Accounts, as detailed within the budget document and in accordance with Council's adopted policies.
- The imposition of the 2025/2026 Fees and Charges, as listed in Section 6 of the budget document.

Alternate Motion by Cr Kelly Middlecoat

Cr Middlecoat proposed the following Alternate Motion:

That Council **ADOPTS** the Annual Budget for the 2025/2026 financial year and the income and expenditures as presented within the budget document, which includes:

- The following rates:
 - For all Residential properties where Gross Rental Valuations are applied, a rate of **8.57394** cents in the dollar with a minimum rate of **\$1,425** to apply.
 - For all Non-Residential properties where Gross Rental Valuations are applied, a rate of **9.76316** cents in the dollar with a minimum rate of **\$1,425** to apply.
 - For all Unimproved Valued properties a rate of 0.105 cents in the dollar with a minimum rate of \$706 to apply.
- Where payments are received after the prescribed time and penalty charges apply, then a penalty interest rate for all Gross Rental Value and Unimproved Value outstanding rates is set at 10% per annum, to be calculated on a daily basis, unless a Rates Smoothing arrangement is entered into.
- Where payments for the ESL are received after the prescribed time and penalty charges apply, then a penalty interest rate for all outstanding ESL is set at 11% as determined by the Department of Fire and Emergency Services, to be calculated on a daily basis, unless a Rates Smoothing arrangement is entered into.
- For those ratepayers who have entered into the Rates Smoothing arrangement, penalty interest of 10% per annum is applicable if there is an outstanding balance at the end of the smoothing period, and 11% as determined by the Department of Fire and Emergency Services if there is an outstanding ESL balance at the end of the smoothing period.
- For those ratepayers not paying by instalments, the penalty interest will commence to be calculated after 15 August 2025.

- The following Rates Instalment Payment Options:

Option 1

To pay the total amount of rates and charges included on the rate notice in full by 15 August 2025.

Option 2

Payments to be made by two instalments as will be detailed on the rates notices with the following anticipated dates:

First Instalment 15 August 2025
Second Instalment 15 December 2025

Option 3

Payments to be made by four instalments, as will be detailed on the rates notices with the following anticipated dates:

First Instalment 15 August 2025
Second Instalment 15 October 2025
Third Instalment 15 December 2025
Fourth Instalment 16 February 2026

- Where payments are made by instalment, an administration charge of \$4.50 for each instalment after the first instalment shall apply and instalment interest, to be set at 5.5% per annum and calculated on a daily basis.
- Apply a concession totalling \$65,453.39 for the following assessment numbers where the valuation method was changed from Unimproved Value (UV) to Gross Rental Value (GRV) by the Minister for Local Government:

Assessment #	Concession \$
363336	5,847.90
363023	23,026.99
360790	6,042.63
239730	1,723.71
245154	1,459.84
244450	899.84
239390	2,778.51
246330	749.07
243122	2,009.32
230880	612.66
241590	1,896.43
364062	721.47
240403	533.69
243140	1,534.73
347902	548.05
240320	755.31
240980	519.33
244190	469.07
242410	461.90
245270	433.18
245510	304.22
243490	894.61
242650	329.72

Assessment #	Concession \$
244630	433.18
243090	426.00
240140	426.00
242630	418.82
241420	418.82
245520	397.28
246310	382.92
242910	451.23
230850	368.56
240542	361.38
241160	359.45
346653	359.45
245310	354.20
243990	347.02
240120	437.23
244790	332.67
240531	325.49
246910	318.31
230830	318.31
242920	430.59
244140	231.67
362975	231.67
239710	344.97

Assessment #	Concession \$
359650	354.37
358431	231.67
358434	231.67
363339	231.67
230860	231.67

Assessment #	Concession \$
240181	356.55
246790	261.06
242010	296.33
241050	231.00

- The transfers to and from the Reserve Accounts, as detailed within the budget document and in accordance with Council's adopted policies.
- The imposition of the 2025/2026 Fees and Charges, as listed in Section 6 of the budget document.

Reason for Alternate Motion

The recently adopted 10 Year Business Plan requires a rate increase of 2.9% to adequately fund the City's forecasted operational and capital expenditure.

The City is proposing a rate increase a full percentage higher than this, which is intended to generate additional revenue to address the funding shortfall for the Aqua Jetty Stage 2 and Mike Barnett projects.

Over the 10 year life of the Business Plan, a 3.5% rate increase is forecast to generate a total of \$10 million of additional revenue in excess of the financial projections in the adopted Business Plan.

The precise budget shortfalls and their delivery timelines for these projects remain unquantified, and neither project is scheduled for commencement within the upcoming financial year. Therefore, implementing an above-baseline rate increase at this stage; without clearly quantified needs; is premature. Doing so risks over-collecting from ratepayers, potentially creating a compounding financial burden on residents over the long term.

This motion aims to strike a balance between the baseline required to deliver the Business Plan while also providing additional funding towards the two key projects, as well as bringing the overall increase more in line with the Consumer Price Index.

Implications to Consider

a. Consultation with the Community

The adopted Strategic Framework used by the City places significant importance on foundation documents such as Strategic Community Plans having considerable community consultation. All these plans are costed and then included in the Annual Budget. The City's Community Plan also engages many ratepayers in its preparation.

The City advertised its intention to apply differential general rates and minimum payments in The West Australian on 29 May 2025 and the Sound Telegraph on 3 June 2025. The notice was also placed in 'Share Your Thoughts' on the City's website and Rock Port. Submissions close on 19 June 2025 at 4.30pm. At the time of writing this report, submissions had not closed. All submissions will be presented to Council for consideration at the 24 June 2025 Council meeting.

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 Alternate Motion reduces total rate yield from that adopted in its advertised rates model by approximately \$460,000 – a 3.5% rate increase in rates from prior year. The Draft Budget has been prepared based on 3.9% increase, not 3.5%. The 3.9% increase is reflective of the adopted Business Plan and the approved rates model. The difference between a 3.5% and 3.9% for an average rated property is approximately \$7.80 per year (or 65 cents per month). The compounding impact of this reduction over the next 10 years is approximately \$4.8 million.

Should Council support the Alternate Motion the next City Business Plan will be prepared noting this change.

f. Legal and Statutory

Preparation and adoption of the budget has occurred in accordance with all legislative requirements. Part 6 of the *Local Government Act 1995 (Act)* legislates all matters to do with finance for local government which the City has complied with. Section 6.34. of the *Act* states that, unless approved by the Minister for Local Government, revenue or income from general rates, as shown in the annual budget as being the amount it is estimated will be yielded by the general rate is not to —

(a) be more than 110% of the amount of the budget deficiency; or

(b) be less than 90% of the amount of the budget deficiency

The Alternate Motion meets this requirement.

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

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

Officer Comment on Alternate Motion

Officers have prepared an Annual Budget based on previous adopted positions of Council. Should Council adopt the Alternate Motion, the expected rate yield will be decreased by approximately \$460,000. It is unclear how this shortfall will be corrected at this stage. This will be considered in future budget reviews and Business Plans. A 2.9% increase in rates will not fund the Adopted Business Plan.

The adopted City Business Plan proposed a rate increase of 3.9% which needs to include, as per Council Resolution, at least two unfunded projects being Aqua Jetty Stage 2 and the Mike Barnett Sports Complex Court Expansion. These two projects will be included in the next Business Plan and all extra revenue received will be allocated to these. More specifically, the next Business Plan needs to identify at least a further \$11 million for the Mike Barnett Sports Complex Courts Expansion and \$15 million for Aqua Jetty Stage 2 (\$26 million in total). While the precise costs are unknown (as they have not yet gone to market) these are the likely costs reflective of qualified quantity surveyor estimates. Also not included in any future funding (unfunded) is:

- Baldivis Men's Shed – \$1 million (currently sourcing extra external funding)
- Hobby Hub - \$3.6 million

- Safety Bay Tennis Club Redevelopment - \$2.7 million
- Rockingham BMX Relocation - \$9.8 million

As previously advised, the Draft Annual Budget uses the predicted surplus from the 2024/2025 financial year to balance the 2025/2026 financial year. Further, as per resolution of Council, no charges will apply to Rate Smoothing agreements thus negatively impacting the budget a further \$300,000 – noting this has been accommodated for in the Draft Budget but not future planning documents (i.e. the City Business Plan). The reason for removing these charges is to support Rockingham ratepayers during challenging financial times. The future Business Plan will need to accommodate this reduction in future planning. This has not yet occurred nor is the financial impact clearly known at this time.

It is imperative that the City has the resources, not only over the next twelve months but over the next decade, to support its infrastructure construction requirements and operational costs. While one year's costs may be identifiable, the long term impact needs to be considered. This is why there is a legislative requirement for multiyear planning. When coupled with the demand for projects which remain unfunded and the decision to remove interest on Rates Smoothing arrangements, this proposed change is material. As yet it is not supported in any forward planning documents. As a community-leading organisation, it is considered vital that the City maintains adequate resources to respond promptly and prudently to major community issues. Councillors have also been consistently informed over the last 12 months about forward projects and revenue and expenditure requirements.

It is understood rating determinations are difficult thus a sound framework exists to ensure all decisions made are based on prior Council decisions and community needs. Should Council support the Alternate Motion, the budget will be adopted with a deficit position of \$460,000. This will be reviewed through the budget review process to ensure the City is able to meet its costs. Further, future Business Plans will be prepared acknowledging the decreases in revenues and guidance will be sought from Council. This may include increases in debt, or changes to project timing and potential service offering. It is very important that the City maintain a solid foundation in order to service its community. Officers recommend the adoption of the Annual Budget 2025/2026 as prepared thus the Alternate Motion is not supported.

Officer Recommendation on Alternate Motion

Cr Middlecoat's motion is not supported.

Committee Recommendation

Moved Cr Middlecoat, seconded Cr Schmidt:

That Council **ADOPTS** the Annual Budget for the 2025/2026 financial year and the income and expenditures as presented within the budget document, which includes:

- The following rates:
 - For all Residential properties where Gross Rental Valuations are applied, a rate of 8.57394 cents in the dollar with a minimum rate of \$1,425 to apply.
 - For all Non-Residential properties where Gross Rental Valuations are applied, a rate of 9.76316 cents in the dollar with a minimum rate of \$1,425 to apply.
 - For all Unimproved Valued properties a rate of 0.105 cents in the dollar with a minimum rate of \$706 to apply.
- Where payments are received after the prescribed time and penalty charges apply, then a penalty interest rate for all Gross Rental Value and Unimproved Value outstanding rates is set at 10% per annum, to be calculated on a daily basis, unless a Rates Smoothing arrangement is entered into.
- Where payments for the ESL are received after the prescribed time and penalty charges apply, then a penalty interest rate for all outstanding ESL is set at 11% as determined by the Department of Fire and Emergency Services, to be calculated on a daily basis, unless a Rates Smoothing arrangement is entered into.

- For those ratepayers who have entered into the Rates Smoothing arrangement, penalty interest of 10% per annum is applicable if there is an outstanding balance at the end of the smoothing period, and 11% as determined by the Department of Fire and Emergency Services if there is an outstanding ESL balance at the end of the smoothing period.
- For those ratepayers not paying by instalments, the penalty interest will commence to be calculated after 15 August 2025.
- The following Rates Instalment Payment Options:
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Fourth Instalment 16 February 2026
- Where payments are made by instalment, an administration charge of \$4.50 for each instalment after the first instalment shall apply and instalment interest, to be set at 5.5% per annum and calculated on a daily basis.
- Apply a concession totalling \$65,453.39 for the following assessment numbers where the valuation method was changed from Unimproved Value (UV) to Gross Rental Value (GRV) by the Minister for Local Government:

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239710	344.97
240181	356.55
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242010	296.33
241050	231.00

- The transfers to and from the Reserve Accounts, as detailed within the budget document and in accordance with Council's adopted policies.
- The imposition of the 2025/2026 Fees and Charges, as listed in Section 6 of the budget document.

Committee Voting (Carried on the casting vote of the Presiding Member) – 4/3

Council Members voting for the motion:

Cr Middlecoat Cr Schmidt
Cr Buchanan (2)

Council Members voting against the motion:

Cr Liley Cr Crichton
Cr Hume

Note: Due to an equality of votes at the Corporate and Community Development Committee meeting, the Presiding Member exercised the obligation to cast a second vote to reach a decision in this matter (Section 5.21(3) of the Local Government Act 1995).

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

Not Applicable

General Management Services

General Management Services Governance and Councillor Support



Report number / title:	GM-009/25	New Council Policy – Authority to Execute Documents (<i>Absolute Majority</i>)
File number:	CPM/3	
Proponent/s:		
Author:	Mr Jim Olynyk, Manager Governance and Councillor Support	
Other Contributor/s:	Mr Michael Parker, Chief Executive Officer	
Date of Committee meeting:	17 June 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:	1. Delegated Authority 1.7 - Execution of Lease Documents; Delegated Authority 1.13 - Execution of Documents / Common Seal; and Council Policy – Use of the City of Rockingham Common Seal	
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

For Council to consider a new Council Policy 'Authority to Execute Documents' and revoke various Delegated Authorities' now considered redundant.

Background

Council by way of section 5.42 of the *Local Government Act 1995* (**Act**) can delegate to the Chief Executive Officer (**CEO**) the exercise of any of its powers or the discharge of its duties under the Act. There are two delegations and one Council Policy in place that require reconsideration those being:

- Delegated Authority 1.7 - Execution of Lease Documents,
- Delegated Authority 1.13 – Execution of Documents/Common Seal, and
- Council Policy – Use of the City of Rockingham Common Seal.

Provisions contained under Part 9, Division 3 – Documents, of the Act suggest that a review is required and that the authority to execute documents is better placed in policy rather than delegation.

Details

The execution of documents is more appropriately managed by way of Council policy, which is the approach taken by the majority of local governments. The City of Rockingham (**City**) has developed an 'Authority to Execute Documents' policy. This policy aims to streamline administrative processes, ensuring compliance with the *Local Government Act 1995* while promoting efficiency, consistency, and transparency regarding document execution. As a result of this new policy, the existing delegations addressing Execution of Lease Documents, Execution of Documents/Common Seal, and Council Policy Use of the City of Rockingham Common Seal provided at Attachment 1 are now considered redundant and are recommended for revocation.

Implications to Consider

a. Consultation with the Community

As this policy relates to an internal governance matter community engagement is not considered warranted.

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

Council's Policy Framework requires that Policies are relevant, clear, consistent and support the delivery of good governance for the district. Further the following principles are to be applied:

- Policies will be consistent with the City's strategic goals, values, risk appetite and policy template
- Policies will be concise and state no more than is necessary to direct decision making and clarify expected outcomes
- Policies will be clear and written in plain English to avoid ambiguity and to be easily understood by the reader.

e. Financial

Not Applicable

f. Legal and Statutory

Local Government Act 1995

Section 9.49A(4) of the Act provides:

'(4) A local government may, by resolution, authorise the CEO, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.'

Pursuant to section 5.43(ha) of the Act the Council cannot delegate to the CEO the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government. That function can only be via authorisation of the Council.

A policy of the local government is adopted by resolution. Therefore, a policy which authorises the CEO, another employee or an agent of the local government to sign documents on behalf of the local government will be an adequate authorisation for the purposes of section 9.49A(4).

Section 9.49A(5) provides:

'(5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.'

The draft policy provides for the CEO to have authority to execute deeds.

In relation to affixing the common seal, sections 9.49A(2) and (3) provide:

'(2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.

(3) The common seal of the local government is to be affixed to a document in the presence of —

(a) the mayor or president; and

(b) the CEO,

each of whom is to sign the document to attest that the common seal was so affixed.'

Incorporation of matters associated with the common seal within this policy facilitates the requirements of Division 3 – Documents, of Part 9 of the Act conveniently captured in the one policy.

g. Risk

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

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

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

Nil

Comments

An overarching policy to address the execution of documents pursuant to section 9.49A(4) of the Act is considered beneficial from an administrative and compliance perspective resulting in an improved governance practice for the City, which is the approach taken by other local governments.

Further, another objective of this policy is to ensure that the City's common seal is affixed, and documents are executed in accordance with the provisions of section 9.49A(1),(2) and (3) of the Act.

Whilst Council has an existing policy dealing with the Common Seal this will consider all authorisations in the one policy.

Finally, this policy aims to streamline administrative processes, ensuring compliance with the *Local Government Act 1995* while promoting efficiency, consistency, and transparency regarding document execution.

Council Members were provided with a draft copy of the Authority to Execute Documents Policy which was discussed at a Councillor Engagement Session on 22 May 2025.

Voting Requirements

Absolute Majority (*Recommendation 2 only*) Simple Majority (*Recommendation 1 and 3*)

Officer Recommendation

That Council:

1. **ADOPTS** Council Policy – Authority to Execute Documents
2. **REVOKES** the following:
 - Delegated Authority 1.7 - Execution of Lease Documents,
 - Delegated Authority 1.13 – Execution of Documents/Common Seal, and
 - Council Policy – Use of the City of Rockingham Common Seal.
3. **APPROVES** amending any Council Policy references relevant to Item 2 above.

Committee Recommendation

5:55pm Mr Hayward left the meeting

Moved Cr Liley, seconded Cr Crichton:

That Council:

1. **ADOPTS** Council Policy – Authority to Execute Documents
Authority to Execute Documents

Objective

To establish authorisations to:

1. affix and administer the City of Rockingham Common Seal (**Common Seal**); and
2. sign Documents on behalf of the City of Rockingham,
in accordance with section 9.49A of the *Local Government Act 1995* (**Act**).

Scope

This policy applies to all authorised City of Rockingham (**City**) employees and nominated agents preparing documents for execution and/or who have been authorised through this policy to execute documents on behalf of the City.

Statement

In accordance with section 9.49A of the Act, a document is duly executed by a local government if:

1. the Common Seal is affixed to it with the authorisation of the local government; or
2. it is signed on behalf of the local government by the Chief Executive Officer (**CEO**), another employee or an agent of the local government, who is authorised to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.

In managing this policy the Chief Executive Officer is to maintain Executive Standards and Procedures that would ensure the execution of documents is operated effectively in accordance with Statutory Requirements.

1. Authority to affix the Common Seal

1.1 Statutory requirements

The Council may from time to time authorise by resolution the Common Seal to be affixed to a document.

For most documents, the Common Seal is not legally required to be affixed. Local laws, planning schemes and scheme amendments are among the exceptions to this rule.

In order for the Common Seal to be validly affixed to a document, it must be affixed in the presence of and signed by:

- a) the Mayor; and
- b) the CEO.

In the absence of the Mayor and/or the Chief Executive Officer, as the case may be, the Deputy Mayor and the Acting Chief Executive Officer are authorised to affix the Common Seal.

1.2 Documents to which the Common Seal may be affixed

By this policy the Council authorises the Common Seal to be affixed to the documents described below.

- Documents appertaining to any action initiated, approved, endorsed or required by a Council resolution where giving effect to that action expressly or impliedly requires the common seal to be affixed to a document
- Local Laws

- Planning schemes and scheme amendments
- Deeds, contracts and other forms of agreement
- Documents necessary to progress dealings in land including but not limited to mortgages, caveats, memorials, leases, transfers, licences, covenants, easements and the withdrawal, discharge or surrender of any of those instruments
- Funding applications
- Ceremonial certificates and awards.

Where the CEO is authorised by this policy to sign a document and this policy also authorises the affixation of the Common Seal to that document, the CEO may determine which is the most appropriate method to execute the document.

1.3 CEO's responsibilities

The CEO is to:

- a) be responsible for the safe custody and proper use of the Common Seal;
- b) maintain a register of each time the Common Seal is used; and
- c) provide a monthly report to Council, via the Corporate and General Management Services Bulletin, listing the documents to which the Common Seal has been applied since the preceding report.

2. Authority to sign documents on behalf of the City

2.1 General document signing authorisation.

Pursuant to section 9.49A (4) of the Act the CEO, Directors and Managers are authorised to sign all documents supported by the prior approval of the Council via:

- Council Policy
- City Business Plan
- Annual Budget
- Any other Council decision.

All employees are authorised to sign any document related to a matter which they have statutory or delegated authority to deal with, and in any other case where by resolution of the Council they are required to take action and doing so expressly or impliedly requires a document to be signed.

The CEO is authorised to execute a deed in any case in which the Council has resolved to enter into a deed, or where executing a deed is within the scope of the exercise of the CEO's delegated authority.

All employees are authorised to sign any documents which arise in the course of carrying out their routine administrative functions and duties, providing they do so in accordance with any applicable Council Policy, Executive Standard and administrative procedure.

2.2 Conditions of Authorisations

It is the responsibility of any person authorised under this Policy to:

- a) fully inform themselves of the matter to which the document they intend to execute on behalf of the City relates;
- b) ensure they only sign documents relevant to matters within their role;
- c) ensure that all Legislative Requirements are satisfied before the document is executed;
- d) ensure that all applicable Council Policies, Executive Standards and internal procedures have been followed and discharged prior to signing the document;
- e) ensure that sufficient records are kept of the document, and of decisions leading to the creation of the document, in accordance with the City's Recording Keeping Plan; and
- f) give consideration to any legal implications.

Documents of a financial nature must be consistent with the City's Annual Budget and the Business Plan and any known proposed variations to the same.

The person authorised to sign a document must consider the City's Risk Framework before signing any document and as necessary refer further consideration to the Director of the person's relevant division. That Director may refer the document to the CEO or Council for their approval.

2.3 Execution of Documents by Agents on behalf of the City.

Section 9.49A (4) of the Act permits the authorisation of agents to execute documents on behalf of the City. In accordance with section 9.49A (4) of the Act Council authorises any lawyer engaged by the City to execute documents, correspond with third parties, sign and lodge documents with a court, tribunal or administrative body and electronically sign documents identified in accordance with the Property Exchange Australia (PEXA) process on behalf of the City, in accordance with the scope of the lawyers' engagement.

2.4 Variation or discharge of an executed document

Where an employee is authorised to sign a document under this Policy, they are also authorised to sign any variation or cancellation of that document provided that they comply with the obligations of Part 2.2.

A variation under this Policy includes a variation by Deed.

Definitions

CEO – means the Chief Executive Officer of the City of Rockingham.

Council – means the council of the City of Rockingham.

Director – means a person holding the position of Director at the City of Rockingham.

Document – any paper or electronic document, including communications such as letters and emails, which conveys a decision, establishes an obligation or is ceremonial and provides information or evidence or that serves as an official record.

Manager – means a person holding the position of Manager at the City of Rockingham.

Record Keeping Plan – means the plan adopted by the City in accordance with the State Records Act 2000.

Legislation

Local Government Act 1995, s 9.49A, 9.49B

Local Government (Functions and General) Regulations 1996, Reg 11A

Planning and Development Act 2005

State Records Act 2000

Other Relevant Procedures / Key Documents

Council Policy – Records Management

Executive Standard – In-House Legal Services

Executive Standard – Mandatory Legal Advice

Executive Standard – Record Management

Responsible Division

General Management Services

Review Date

August 2028

2. **REVOKES** the following:
 - Delegated Authority 1.7 - Execution of Lease Documents,
 - Delegated Authority 1.13 – Execution of Documents/Common Seal, and
 - Council Policy – Use of the City of Rockingham Common Seal.
3. **APPROVES** amending any Council Policy references relevant to Item 2 above.

Committee Voting (Carried) – 6/0

The Committee's Reason for Varying the Officer's Recommendation
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Not Applicable

5:56pm Mr Hayward rejoined the meeting.

General Management Services Governance and Councillor Support



Report number / title:	GM-010/25	Standing, Occasional and Advisory Committee Review (<i>Absolute Majority – part A</i>)
File number:	GOV/39	
Proponent/s:		
Author:	Ms Lauren Townsend, Governance Coordinator	
Other Contributor/s:	Mr Jim Olynyk, Manager Governance and Councillor Support	
Date of Committee meeting:	17 June 2025	
Previously before Council:	31 October 2023 (GM-031/23, GM-032/23, GM-033/23)	
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:	1. Current Memberships for the Standing, Occasional and Advisory Committees	
Maps/Diagrams:		
Site:		
Lot Area:		

Purpose of Report

For Council to:

1. Review the City of Rockingham's (**City**) current Occasional and Advisory committees of Council so as to determine their future status in consideration of the recent amendments to the *Local Government Act 1995 (LG Act)* and yet to be enacted changes from the *Local Government Amendment Act 2024 (Amendment Act)*; and
2. Appoint Presiding and Deputy Presiding Members to Council committees in accordance with section 5.12 of the LG Act.

Background

Section 5.8 of the LG Act enables committees to be established by the Council to assist a local government in its affairs.

Recent amendments to the LG Act now mean that the presiding and deputy presiding members of committees, established under section 5.8, are to be appointed by the Council by absolute majority instead of the committee electing those roles by secret ballot. This requires implementation effective from 1 July 2025. Section 5.12 states:

5.12. Presiding members and deputies

(1) *The local government must appoint* a member of a committee to be the presiding member of the committee.*

** Absolute majority required.*

(2) The local government may appoint a member of a committee to be the deputy presiding member of the committee.*

** Absolute majority required.*

Further, the requirement for committees established under section 5.8 to be open to the public are also impacted by the Amendment Act and are as follows:

Section 5.23 of the LG Act currently states:

5.23. Meetings generally open to public

(1) Subject to subsection (2), the following are to be open to members of the public —

(a) all council meetings; and

(b) all meetings of any committee to which a local government power or duty has been delegated.

The above provisions will be replaced with the below:

5.23. Meetings generally open to public

(1) The following are to be open to members of the public —

(a) all council meetings;

(b) all meetings of a committee.

Therefore the City's current Occasional and Advisory committees will be open to the public, require advertising and public question time whereas previously it was only committees with the delegated authority of Council necessitating these requirements.

Considering these changes it is timely for Council to reconsider the status of Occasional and Advisory Committees in the context of establishing these on an informal basis such as advisory groups or panels.

Details

The City currently has two (2) Standing, six (6) Occasional and eight (8) Advisory Committees. Non Council Committees are not considered in this report as these are not constituted under section 5.8 of the LG Act.

Below is a list of the City's current Standing, Occasional and Advisory committees with proposed recommendations for the future status of the group. Attachment 1 provides a list of the current membership to each committee.

Current Standing Committee	Future recommendation	Comments
Planning and Asset Services Committee	Planning and Asset Services Committee	No changes recommended.
Corporate and Community Development Committee	Corporate and Community Development Committee	No changes recommended.

Current Occasional Committee	Future recommendation	Comments
Audit Committee	Audit Committee	No changes recommended. Part 7 of the LG Act deals with audit requirements.
Behaviour Complaints Committee	Behaviour Complaints Committee	No changes are recommended. Given that this committee has delegated authority, it should be maintained and open to the public, noting that a majority of the matters will be discussed behind closed doors.

Current Occasional Committee	Future recommendation	Comments
		Refer to Council Policy - Code of Conduct Complaints Management Process.
CEO Performance Review Committee	CEO Performance Review Panel	<p>A decision on the performance and setting of KPIs for the CEO rests with the Council.</p> <p>The current CEO Performance Review Committee facilitates the compilation of data and communications with the CEO, including specialist input in the process from an appointed consultant. The task of this committee can be performed by a Panel.</p> <p>Given the nature of this group, it is suggested that it is distinguished as different to committees and advisory groups so the terminology "panel" is preferred.</p>
Community Grants Program Committee	Community Grants Program Panel	Internal consultation confirmed a panel rather than committee would be more appropriate. The group does not have community representation.
Customer Service Review Committee	Customer Service Review Committee	No changes recommended.
Governance Review Committee	Governance Review Panel	<p>Internal consultation confirmed that a panel would be more appropriate.</p> <p>Given the nature of this group and the functions undertaken (workshop/drafting), it is recommended that it is distinguished as different to committees and advisory groups so the terminology "panel" is preferred.</p>

Current Advisory Committee	Future recommendation	Notes
Australian Citizen Awards Selection Panel	Australian Citizen Awards Selection Advisory Group	Internal consultation determined that the City should distinguish the terminology used between the different groups to ensure clarity of requirements. Given the nature of this group, it is recommended the term "advisory group" be used rather than "panel".
Bush Fire Advisory Committee	Bush Fire Advisory Committee	<p>No changes are recommended.</p> <p>Section 67 of the <i>Bush Fires Act 1954</i> (BF Act) enables the local government to establish a bush fire advisory committee. Rules regarding this committee such as meeting procedures, membership etc is dealt</p>

Current Advisory Committee	Future recommendation	Notes
		with in the BF Act and the LG Act requirements regarding committees do not apply as long as it is clear this committee has been established under the BF Act not the LG Act.
Coastal Facilities Advisory Committee	Coastal Facilities Advisory Group	Internal consultation confirmed an advisory group rather than committee would be more appropriate. Communication with existing members required outlining the reasoning behind the name change.
Community Safety and Support Services Advisory Committee	Community Safety and Support Services Advisory Group	Internal consultation confirmed an advisory group rather than a committee would be more appropriate. The last expression of interest to call for applications for this committee did not attract enough applicants to meet the Terms of Reference and thus its membership numbers were reduced. Communication with existing members required outlining the reasoning behind the name change.
Environmental Advisory Committee	Environmental Advisory Group	Internal consultation confirmed an advisory group rather than committee would be more appropriate. Advice is intended to be channelled through the Strategic Planning and Environment team and incorporated into any report to Council. The advice is also provided at various stages of project development, rather than simply when a decision needs to be made, which would also be difficult under a formal committee in accordance with the amended LG Act (ie. the committee would need to agree and vote on the advice being provided at each point). Communication with existing members required outlining the reasoning behind the name change.
Global Relationship Committee	Global Relationship Advisory Group	Internal consultation confirmed an advisory group rather than committee would be more appropriate. Communication with existing members required outlining the reasoning behind the name change.
Heritage Reference Group	Heritage Reference Advisory Group	Internal consultation confirmed an advisory group rather than committee would be more appropriate. Communication with existing members required outlining the reasoning behind the name change.

Current Advisory Committee	Future recommendation	Notes
RoadWise Advisory Committee	RoadWise Advisory Group	Internal consultation confirmed an advisory group rather than committee would be more appropriate. Communication with existing members required outlining the reasoning behind the name change.

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

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

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

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

d. Policy

Council Policy – Governance and Meeting Framework

In the interests of continuity and retention of knowledge, all community memberships will be reviewed by the Committee in the period between 1st July and 30th September in the year falling between local government ordinary elections. A nomination and selection process will be undertaken with all membership proposals being considered by Council for endorsement.

e. Financial

Nil

f. Legal and Statutory

Sections 5.8, 5.9 and 5.10 of the *Local Government Act 1995 (Act)* specify requirements in respect to establishment of committees, types of committees that a local government can create and appointment of committee members.

Section 5.12 of the Act now requires that the Council must appoint a presiding member and may appoint a deputy presiding member of the committee, by an Absolute Majority vote. This requires implementation effective from 1 July 2025.

The *Local Government Amendment Act 2024* through the replacement of section 5.23 will result in all committees established under section 5.8 being open to the public. Further these committees are also required to:

- provide time for public question time
- give public notice of the date and agenda for the committee meeting
- meet a relevant quorum
- follow voting procedures
- adhere to Minute procedures
- adhere to Meeting procedures

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

Council Members were provided with a draft copy of the proposed changes which was discussed at a Councillor Engagement Session on 22 May 2025. It is suggested that informal advisory working groups or panels are not referred to as "committees" where it is not intended for the requirements of the LG Act to apply. The City should distinguish between terminologies used amongst the different groups to ensure clarity of requirements. As discussed below, it is recommended that the current Occasional/Advisory committees be categorised as either remaining a committee, a panel or an advisory group.

Advisory Group/Panel v Committee of Council

Advisory groups or panels can be made up of Council Members, City Officers, community members and others. Advisory groups or panels do not have decision making powers and are more casual in structure as they are not be subject to the same rules of established committees. However, Advisory groups and panels will be subject to Terms of Reference. Advisory groups and panels will also provide recommendations for City Officers to inform Council.

Panel means a small group of Council Members and may subject to the purpose of the panel include City of Rockingham Officers appointed by Council to collate information and form recommendations to inform an officer report, for the formal decision making process of Council.

Advisory Group means a collection of Council Members, City of Rockingham Officers and individuals brought together to provide advice, guidance, and input on a specific area of expertise or a particular project or issue.

Conversely a Committee of Council is required to adhere to requirements outlined in the LG Act and also provides an avenue for advice, through an officer report, to go to Council.

Of the six (6) current Occasional Committees it is recommended that the Council only establish three (3) Occasional Committees under the LG Act being the Audit Committee, Behaviour Complaints Committee and Customer Service Review Committee, with the remaining three (3) being a panel.

There are eight (8) Advisory Committees all of which have community representation. It is not considered useful to subject community members to these new requirements [previously noted], which may further detract from the City's ability to gain membership, which is presently a challenge. As such advisory groups are recommended to be established to assist City Officers in providing advice and advocacy to Council.

Other notable points are:

- No action is required on committees established under separate legislation, such as the Bush Fire Advisory Committee.
- The Behaviour Complaints Committee is currently the only committee of Council with delegated authority and no change has been recommended.
- The Customer Service Review Committee will remain as the support mechanism to Council Policy – Service Complaints.
- No changes are proposed for the two Standing Committees, Planning and Asset Services Committee and Corporate and Community Development Committee.
- The City is still waiting for further information regarding the future establishment of the audit committee, so it is not proposed to address any changes until the legislated requirements are known.

On 22 April 2025, a Council resolution was made to defer the Global Relationship Committee Appointments to the June 2025 Ordinary Council Meeting (GM-006/25). Given that this report recommends that the Global Relationship Committee be established as a Global Relationship Advisory Group, it is proposed that Council considers appointments at the July 2025 Ordinary Council Meeting so those who nominated to become members of the Global Relationship Committee can be contacted to advise them of the structure change of the group and confirm they still wish to proceed with their nomination.

Finally, given the election of Presiding Members by the particular Committees were intended to be for the period expiring at the 2025 Local Government Elections and that it is only due to legislative requirements that Council is now required to appoint these positions for the period 1 July 2025 to the 2025 Local Government Election, Council may consider it practical and efficient to reappoint the current members to these positions.

Voting Requirements

Part A - Absolute Majority and Part B - Simple Majority

Officer Recommendation

Part A (Absolute Majority)

That Council:

1. **RETAINS** the following established committees under section 5.8 of the *Local Government Act 1995*:
 - Planning and Asset Services Committee
 - Corporate and Community Development Committee
 - Audit Committee
 - Behaviour Complaints Committee
 - Customer Service Review Committee
2. **APPOINTS** the following Council Members to the position of Presiding Member to the Council's Committees until the October 2025 Local Government Elections –
 - Deputy Mayor Lorna Buchan – Planning and Asset Services Committee
 - Cr Craig Buchanan – Corporate and Community Development Committee
 - Mayor Deb Hamblin – Audit Committee
 - Mayor Deb Hamblin – Behaviour Complaints Committee
 - Mayor Deb Hamblin – Customer Service Review Committee
3. **APPOINTS** _____ to the position of Deputy Presiding Member of the Planning and Asset Services Committee until the October 2025 Local Government Elections.
4. **APPOINTS** Councillor _____ to the position of Deputy Presiding Member of the Corporate and Community Development Committee until the October 2025 Local Government Elections.
5. **APPOINTS** Councillor _____ to the position of Deputy Presiding Member of the Audit Committee until the October 2025 Local Government Elections.
6. **APPOINTS** _____ to the position of Deputy Presiding Member of the Behaviour Complaints Committee until the October 2025 Local Government Elections.
7. **APPOINTS** _____ to the position of Deputy Presiding Member of the Customer Service Review Committee until the October 2025 Local Government Elections.

Part B (Simple Majority)

That Council:

1. **APPROVES** the removal of the following Occasional Committees:

- CEO Performance Review Committee
- Community Grants Program Committee
- Governance Review Committee

And replaces them with the following panels which shall retain the same membership and general terms of reference as per the previous Occasional Committees:

- CEO Performance Review Panel
- Community Grants Program Panel
- Governance Review Panel

2. **APPROVES** the removal of the following Advisory Committees:

- Australian Citizen Awards Selection Panel
- Coastal Facilities Advisory Committee
- Community Safety and Support Services Advisory Committee
- Environmental Advisory Committee
- Global Relationship Committee
- Heritage Reference Group
- RoadWise Advisory Committee

And establishes the following advisory groups which shall retain the same membership and general terms of reference as per the previous Advisory Committees:

- Australian Citizen Awards Selection Advisory Group
- Coastal Facilities Advisory Group
- Community Safety and Support Services Advisory Group
- Environmental Advisory Group
- Global Relationship Advisory Group
- Heritage Reference Advisory Group
- RoadWise Advisory Group

3. **APPROVES** amending relevant Council Policy references the subject of Items 1, and 2 above (Part B).

4. **APPROVES** City Officers contacting those who nominated to be a member of the Global Relationship Committee to confirm if they wish to proceed with their nomination with a report on Appointments to the Global Relationship Advisory Group to be considered at the July 2025 Ordinary Council meeting.

Committee Recommendation

Moved Cr Liley, seconded Cr Hume:

Part A (Absolute Majority)

That Council:

1. **RETAINS** the following established committees under section 5.8 of the *Local Government Act 1995*:

- Planning and Asset Services Committee
- Corporate and Community Development Committee
- Audit Committee

- Behaviour Complaints Committee
 - Customer Service Review Committee
2. **APPOINTS** the following Council Members to the position of Presiding Member to the Council's Committees until the October 2025 Local Government Elections –
- Deputy Mayor Lorna Buchan – Planning and Asset Services Committee
 - Cr Craig Buchanan – Corporate and Community Development Committee
 - Mayor Deb Hamblin – Audit Committee
 - Mayor Deb Hamblin – Behaviour Complaints Committee
 - Mayor Deb Hamblin – Customer Service Review Committee

And appointments of Deputy Presiding Members be made at the Council Meeting.

3. **APPOINTS** _____ to the position of Deputy Presiding Member of the Planning and Asset Services Committee until the October 2025 Local Government Elections.
4. **APPOINTS** Councillor _____ to the position of Deputy Presiding Member of the Corporate and Community Development Committee until the October 2025 Local Government Elections.
5. **APPOINTS** Councillor _____ to the position of Deputy Presiding Member of the Audit Committee until the October 2025 Local Government Elections.
6. **APPOINTS** _____ to the position of Deputy Presiding Member of the Behaviour Complaints Committee until the October 2025 Local Government Elections.
7. **APPOINTS** _____ to the position of Deputy Presiding Member of the Customer Service Review Committee until the October 2025 Local Government Elections.

Part B (Simple Majority)

That Council:

1. **APPROVES** the removal of the following Occasional Committees:
- CEO Performance Review Committee
 - Community Grants Program Committee
 - Governance Review Committee

And replaces them with the following panels which shall retain the same membership and general terms of reference as per the previous Occasional Committees:

- CEO Performance Review Panel
 - Community Grants Program Panel
 - Governance Review Panel
2. **APPROVES** the removal of the following Advisory Committees:
- Australian Citizen Awards Selection Panel
 - Coastal Facilities Advisory Committee
 - Community Safety and Support Services Advisory Committee
 - Environmental Advisory Committee
 - Global Relationship Committee
 - Heritage Reference Group
 - RoadWise Advisory Committee

And establishes the following advisory groups which shall retain the same membership and general terms of reference as per the previous Advisory Committees:

- Australian Citizen Awards Selection Advisory Group
- Coastal Facilities Advisory Group

- Community Safety and Support Services Advisory Group
 - Environmental Advisory Group
 - Global Relationship Advisory Group
 - Heritage Reference Advisory Group
 - RoadWise Advisory Group
3. **APPROVES** amending relevant Council Policy references the subject of Items 1, and 2 above (Part B).
4. **APPROVES** City Officers contacting those who nominated to be a member of the Global Relationship Committee to confirm if they wish to proceed with their nomination with a report on Appointments to the Global Relationship Advisory Group to be considered at the July 2025 Ordinary Council meeting.

Committee Voting (Carried) – 6/0

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

The appointment of Deputy Presiding Members, points 3 to 7 in Part A of the Committee Recommendation, to be considered at the Ordinary Council Meeting when all Council Members are present.

General Management Services Governance and Councillor Support



Report number / title:	GM-011/25 Annual Delegated Authority Register Review 2025-2026 (<i>Absolute Majority</i>)
File number:	CPM/130
Proponent/s:	
Author:	Ms Lauren Townsend, Governance Coordinator
Other Contributor/s:	Mr Jim Olynyk, Manager Governance and Councillor Support
Date of Committee meeting:	17 June 2025
Previously before Council:	25 June 2024 (GM-010/24)
Disclosure of Interest:	
Nature of Council's role:	Executive
Attachments:	<ol style="list-style-type: none">1. Review of City of Rockingham Delegated Authority Register 2025-20262. City of Rockingham Delegated Authority Register 2025-2026
Maps / Diagrams:	
Site:	
Lot Area:	

Purpose of Report

For Council to approve the City of Rockingham (**City**) Delegated Authority Register 2025-2026 as detailed in Attachment 2.

Background

In accordance with the section 5.46(2) of the *Local Government Act 1995* (**Act**), at least once every financial year, delegations made by Council are to be reviewed. The Delegated Authority Register (**Register**) was last reviewed by Council at the Ordinary Council meeting on 25 June 2024 – Item GM-010/24.

Details

Local governments have responsibility for decision making under a number of pieces of legislation and it is recognised as unreasonable and unrealistic for every legislative power or duty to be exercised by Council, as such, delegations of authority exist to allow for the Council to pass on decision making powers and duties to the administration in order to enhance operational effectiveness. This conferral to exercise a power or duty is, in most cases, to the Chief Executive Officer (**CEO**) who may sub delegate to other staff, where appropriate and permitted by legislation.

The 2025-2026 delegated authority review undertaken by Governance Services included consultation with current delegated and sub delegated officers, review of the Western Australian Local Government Association (**WALGA**) Local Government Decision Making Toolkit – Template Delegation Register and consideration of other local governments' approach to delegated authority.

Implications to Consider

a. **Consultation with the Community**

Not Applicable

b. **Consultation with Government Agencies**

Not Applicable

c. **Strategic**

Community Plan

This item addresses the Community's Vision for the future and specifically the following 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**

Not Applicable

e. **Financial**

Not Applicable

f. **Legal and Statutory**

The following sections of the *Local Government Act 1995* are applicable when considering Delegations:

- Section 5.16 Delegation of some powers and duties to certain committees
- Section 5.42 Delegation of some powers and duties to CEO
- Section 5.43 Limits on delegations to CEO
- Section 5.46(1) and (2) CEO to keep a register and delegations to be reviewed by the delegator
- Subdivision 2 - Disclosure of financial interests in returns
 - 5.74(1)(d) - an employee nominated by the local government to be a designated employee;

The *Cat Act 2011*, section 44 stipulates Delegation by the local government.

The *Dog Act 1976* section 10AA stipulates Delegation of local government powers and duties.

The *Local Government Act 1995*, *Cat Act 2011* and the *Dog Act 1976* require the review of delegations at least once every financial year.

The *Building Act 2011*, *Bushfires Act 1954*, *Planning and Development Act 2005*, *Public Health Act 2016* and the *Food Act 2008* do not prescribe a review period for powers or duties delegated under the legislation, however officers have reviewed the relevant delegations as part of this annual review for the purposes of transparency.

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

Delegations by Council are an effective way to reduce red tape and improve customer satisfaction through quicker decision-making processes. Using the power of delegation appropriately, assists local governments to efficiently deal with a wide range of matters. It is important to note that Officers are not obliged to use, or exercise a delegation; where a matter is determined to be of a contentious nature, the matter may be referred to Council.

The City's Delegated Authority Register has been reviewed for relevance, effectiveness and legislation changes. Of the current 59 delegations, it is recommended that three delegations be amended, four delegations be revoked and one new delegation be adopted as outlined in Attachment 1.

Two delegations, 'Execution of Lease Documents' and 'Execution of Documents/Common Seal' are proposed to be revoked and replaced by a policy. Two delegations, 'Electoral Roll Eligibility Claims Processing' and 'Disposal of Property' are proposed to be revoked as they are no longer required. The remaining delegations remain unchanged. Further, one new delegation is proposed.

Council is requested to consider the outcome of the review and approve Attachment 2, City of Rockingham Delegated Authority Register 2025-2026, which incorporates all changes to the Register.

Proposed Delegation Amendments

Ref	Delegations	Proposed Amendment / Change / Revocation
1.7	Execution of Lease Documents	<ul style="list-style-type: none"> Remove from Register New Policy developed- 'Authority to Execute Documents'
1.13	Execution of Document/ Common Seal	<ul style="list-style-type: none"> Remove from Register New Policy developed- 'Authority to Execute Documents'
1.17	Disposal of Property	<ul style="list-style-type: none"> Remove from the Register Properties referred to in CS-016/21 have been actioned Disposal of Property is adequately dealt with in Delegation 2.11
1.18	Electoral Roll Eligibility Claims Processing	<ul style="list-style-type: none"> Remove from Register No delegated authority required as it is managed by the CEO in accordance with prescribed legislation
4.6	Administration and Enforcement of the Cat Act 2011	<ul style="list-style-type: none"> Clarify conditions in accordance of Section 45(6) of the <i>Cat Act 2011</i>
7.1	Town Planning Scheme	<ul style="list-style-type: none"> Due to an amendment to TPS2 (Amendment No.191) required to change "IP" to "I" for all staff with delegated authority "City Policy" is not a term defined under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> so amended to state "Local Planning Policy" rather than "City Policy" Changed table references due to Amendment No.191 Amendments made to car parking provisions Insert the term "negative" to 1(b) and 1(m) Consolidated delegation 7.2 (5) into 7.1 (4)(c) General grammar amendments

Ref	Delegations	Proposed Amendment / Change / Revocation
7.2	Planning and Development Act 2005 – Other Delegations	<ul style="list-style-type: none"> Due to legislative amendment of the <i>Planning and Development Amendment (Metropolitan Region Scheme) Act 2024</i> amend from Clause “32” to Clause “28” Delete 7.2(5) General grammar amendments

Proposed New Delegation

8.5	Authority to approve infrastructure on a verge	<ul style="list-style-type: none"> New delegation <i>Local Government (Uniform Local Provisions) Regulations 1996</i>, Regulation 17 Grant permission for construction on, over or under a public thoroughfare or other public place which is local government property and impose such conditions as thought fit. To facilitate requests from Australia Post to erect ‘relay boxes’ within a verge
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Delegations – No changes

The remaining 52 delegations have been reviewed and no amendments have been identified. Council is requested to re-adopt with no changes.

Ref #	Title
1	Behaviour Complaints Committee
1.2	Variation, Extension and Novation of Contracts
1.3	Appoint Authorised Persons
1.4	Powers of Entry
1.5	Expression of Interest and Tenders – For Supply of Goods or Services
1.6	Acceptance/Rejection of Expressions of Interest and Tenders – For Supply of Goods or Services
1.8	Designation and employment of Senior employees
1.9	Appoint Acting Chief Executive Officer
1.10	Legal Representation – Elected Members and Employees
1.11	Land Acquisition to Purchase Privately Owned Land
1.14	Approve Short Listing of Artists
1.16	Appointing Internal and External Complaints Officer Local Government (Model Code of Conduct) Regulations
1.19	Administration of Local Laws
1.20	Designated Employees
2.1	Payment from Municipal Fund or Trust Fund
2.2	Trust Fund – Transfers
2.3	Waive / Grant Concession or Write Off Monies Owed
2.4	Amend the Rate Record
2.5	Agreement as to Payment of Rates and Service Charges
2.6	Rates or Service Charges Recoverable in Court
2.7	Change of Basis of Rates
2.8	Recovery of Rates Debts – Require Lessee to Pay
2.9	Recovery of Unpaid Rates – Taking Possession of the Land

Ref #	Title
2.10	Extension of Time for Objection to the Rate Record
2.11	Disposal of Property
2.12	Approve Lease Property Grants
2.13	Procurement Framework
3.1	Approve Minor Grants
4.1	Bush Fires Act – Powers and Duties
4.2	Bush Fires Act – Prohibited Burning Times
4.3	Bush Fires Act – Prosecutions
4.4	Disposing of Confiscated or Uncollected Goods and Sick or Injured Animals
4.5	Dog Act 1976 – Section 10AA
4.7	City of Rockingham Parking Local Law 2018 / Local Government (Parking for People with Disabilities) Regulations 2014
5.1	Building and Demolition Permits
5.2	Occupancy Permits and Building Approval Certificates
5.3	Building Orders
5.4	Building Information
5.5	Private Swimming Pools
5.6	Smoke Alarms
5.7	Fencing
5.8	State Administrative Tribunal Proceedings
5.9	Infringement Notices – Building Services
5.10	Signs, Hoardings and Bill Posting
6.1	Food Act 2008 – Prohibition Orders
6.2	Food Act 2008 – Registration of Food Business
6.3	Food Act 2008 – Prosecutions
7.3	Approved Subdivisions
8.1	Road Closures – Temporary
8.2	Payment of Subsidies
8.3	Control and Management of Land, Facilities and Reserves
8.4	Graffiti Vandalism

Voting Requirements

Absolute Majority

Officer Recommendation

That Council **APPROVES** the City of Rockingham Delegated Authority Register 2025-2026 as detailed in Attachment 2.

Committee Recommendation

Moved Cr Liley, seconded Cr Crichton:

That Council **APPROVES** the City of Rockingham Delegated Authority Register 2025-2026 as detailed in Attachment 2.

Committee Voting (Carried) – 6/0

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

Not Applicable

Confirmed at a Corporate and Community
 Development Committee meeting held on
 Tuesday 15 July 2025


 Presiding Member

Community Development

Community Development Economic Development and Tourism



Report number / title:	CD-010/25	Economic Development Strategy 2025 - 2030
File number:	ECD/24	
Proponent/s:		
Author:	Ms Melissa James, Manager Economic Development and Tourism	
Other Contributor/s:	Mr Jimmy Ho, Senior Economic Development Officer Mr Michael Holland, Director Community Development	
Date of Committee meeting:	17 June 2025	
Previously before Council:	22 April 2025 (CD-008/25)	
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:	1. Economic Development Strategy 2025 – 2030	
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

To seek Council's adoption of the Economic Development Strategy 2025 - 2030, following the public comment period.

Background

The new Economic Development Strategy 2025-2030 (**EDS**) builds on the outcomes of the previous strategy. The draft EDS was endorsed for public comment at the Council Meeting on 22 April 2025.

The draft EDS was available for public comment over a four-week period, from Tuesday 28 April 2025 until Tuesday 27 May 2025. The City of Rockingham (**City**) received 10 submissions.

Details

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

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

Key Element 1: Rockingham Strategic Centre Vibrancy

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

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

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

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

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

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

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

Key Element 3: Investment Attraction and Advocacy:

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

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

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

- Coordinate and host a biennial (every two years) investor event to provide an update on the City and major projects.

Key Element 4: Local Business Network Support

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

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

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

Key Element 5: Workforce Development and Liveability

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

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

- Support initiatives like young entrepreneurship boot camps and tech innovation challenges (i.e. TEDx, TEDYouth, skills workshops) to inspire and retain young talent in Rockingham.
- Support Town Team groups to activate underutilised spaces, encouraging visitation and generating more business opportunities.
- Advocate and work with relevant State Government agencies and WA Planning Commission to expand the amount of employment generating land in Port Kennedy, Baldivis and Karnup as a matter of priority.

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

Implications to Consider

a. Consultation with the Community

Following Council endorsement at the 22 April 2025 Council meeting, the draft EDS was publicly advertised for a period of four weeks from 28 April 2025 to 27 May 2025.

The following channels were utilised to advertise the public comment period:

- RockPort and Share Your Thoughts pages
- Public notice at the City's Administration Building and libraries
- Scheduled an advertisement in the Sound Telegraph
- Scheduled social media posts
- The City's Business Newsletter (May 2025 edition)
- Direct emails to relevant stakeholders at local, regional, state and national level
- Public announcements via City organised business events and functions

At the end of the public comment period, the City received ten submissions, with the majority supporting the strategy, the key elements and the proposed actions of the draft EDS.

1	<p><u>Comment(s) from Dominique Griffiths, local resident</u></p> <p>Hi, I have just read the above document and am disappointed to find that there is still no plan for a shark safe enclosure like the one at Coogee beach which is so popular with tourists and residents alike. Rockingham beaches are beautiful but very few people enjoy them because they are too scared of sharks. Such an enclosure comes at a high cost but it brings huge benefits, one being improved health to the users as it promotes exercise which is one of the pillars of health. I believe that the enclosure would very quickly pay for itself through a lesser demand on Medicare as it would improve people's health through swimming, walking in water and just being in the great outdoors. Another point is that local students could learn to snorkel safely there. We'll need marine scientists in the future and what better way to encourage them into the marine world. I continue to hope that someone will listen.</p>
	<p><u>Officer's Response</u></p> <p>The implementation of a shark net is not relevant to the EDS. The City has no plans to implement a shark net.</p>
2	<p><u>Comment(s) from Lloyd Mansfield, local resident</u></p> <p>Strategy seems good, but I think the local, state and federal governments need to look at a Tier 1 rail link from Rockingham to Fremantle passing through the RIZ area to provide transport for workers to new and existing industries north along the coastal area to take the pressure off the road system and save people using cars which is not a benefit to a greener economy.</p>
	<p><u>Officer's Response</u></p> <p>The provision of public transport is the responsibility of the State Government. There have been no indications of any intent to deliver a Rail Line from Rockingham to Fremantle. Action 8.1.7 addresses the City's continued advocacy for tier-2 transport options within the Rockingham Strategic Centre and Western Trade Coast. At a regional level, the Perth South West Metropolitan Alliance has identified liveability and connectivity as a key advocacy priority, with a focus on linking major centres that are not currently served by rail.</p>
3	<p><u>Comment(s) from Aaron Bennett, Rockingham Centre (Vicinity)</u></p> <p>Regarding item 5.1 Key Element 1: Rockingham Strategic Centre Vibrancy, the overview, focuses and actions noted are definitely heading in the direction required to address issues within the RSC. The need to understand and support Syren St as an entertainment and dining hub is very welcome. Likewise the focuses on the public realm, tourism drivers, vibrant urban lifestyles and overall connectivity. It would be great to be provided with updated information on the Rockingham City Centre Transit System (RCCTS).</p>
	<p><u>Officer's Response</u></p> <p>Comment received and noted regarding Key Element 1. Further information regarding the RCCTS was also provided to the respondent as requested.</p>
4	<p><u>Comment(s) from Warwick Carter, Perth South West Metropolitan Alliance (PSWMA)</u></p> <p>Thank you for the opportunity to comment on the City of Rockingham's Draft Economic Development Strategy 2025–2030. The document provides a strong foundation for advancing the region's economy, capturing the significant opportunities facing Rockingham as it plays a leading role in the State's economic growth agenda.</p> <p>In general, the strategy encapsulates the major state and federal aspirations for the region, and the City's emerging position in defence, manufacturing and infrastructure. The vision is sound, and the framework is appropriate, with well-defined key elements.</p> <p>General Observations</p> <p>The strategy successfully identifies the major growth trends, and the City's comparative advantages. However, the following additional context may strengthen the narrative and the actions proposed.</p>

	<p>Regional Population Growth</p> <p>Recent growth has substantially exceeded forecasts. Contributing factors may include:</p> <ul style="list-style-type: none"> • The comparatively lower cost of living relative to the eastern states • Employment opportunities emerging from major infrastructure and industry investment • Delayed migration from the COVID-19 period
	<p><u>Officer's Response</u></p> <p>The suggested feedback on Regional Population Growth has been incorporated into the Regional Population Growth Section, as presented on page 15 of the EDS.</p>
	<p>Local Context</p> <ul style="list-style-type: none"> • It is worth noting that HMAS Stirling is already Australia's largest naval base and is the geographical centre of AUKUS Pillar One activities. This provides Rockingham with a credible and strategic position to advocate for Pillar Two engagement, though this is less geographically determined. • Defence jobs are uniquely stable and less sensitive to market volatility compared to jobs in areas such as the Rockingham Industry Zone (RIZ), where the neighbouring Kwinana Industrial Area has been affected by closures and restructures including ALCOA, Nickel West and the BP refinery. • Defence has a high economic multiplier. It drives substantial secondary economic activity through not only supply chains but consumption effect drive by high population turnover, increasing demand for retail, hospitality, public safety, education and other services. • The long-term presence of US and UK submarines, followed by Australia's own nuclear fleet under AUKUS, will see a sustained defence presence in Rockingham through to the 2030s and beyond.
	<p><u>Officer's Response</u></p> <p>Suggested feedback on jobs relating to the defence and strategic industries has been highlighted under Industry Specialisations and Industry Summary sections, as presented on page 27 of the EDS.</p>
	<p>Rockingham Industry Zone SWOT</p> <ul style="list-style-type: none"> • Consider explicitly including limitations in active transport (walking and cycling), as well as public and private vehicle access, under weaknesses.
	<p><u>Officer's Response</u></p> <p>Limited active transport will be included as a weakness (Infrastructure limitations) in the SWOT analysis, as presented on page 40 of the EDS.</p>
	<p>Strategic Centre and Urban Vibrancy</p> <ul style="list-style-type: none"> • The delivery of high-amenity urban centres is dependent on the economic viability of medium and high-density development. WA's prevailing market is heavily oriented towards single-storey, detached housing using brick construction. • The construction workforce currently lacks sufficient capacity and expertise in delivering higher-density built forms. This is not due to regulatory barriers – planning and building controls are generally supportive – but reflects a systemic market and workforce limitation across metropolitan Perth.
	<p><u>Officer's Response</u></p> <p>Limited capacity in delivering higher density built forms has been identified as a potential threat (Economic viability of construction projects) in the SWOT analysis, as presented on page 42 of the EDS.</p>

	<p>Investment Attraction and Industrial Land Supply</p> <ul style="list-style-type: none"> While there is strong investor interest – particularly surrounding AUKUS, Made in WA, and Westport – there is a critical lack of market-ready industrial land. With a single government agency responsible for most industrial land development and long lead times, the risk is that land will not be available when investors are ready. The current model of demand led development sees entire industrial estates being presold in the region prior to construction (e.g. Orion Estate) and whilst economically safe, limits the growth of the region through lost opportunities. There is a need for a state-led land banking approach with a proactive release strategy, informed by anticipated (not just actual) demand. The City should advocate for a more risk-tolerant industrial land development model that positions Rockingham to capture national and international investment.
	<p><u>Officer's Response</u></p> <p>Issues relating to lack of market-ready, employment generating industrial land has been identified as a weakness (under-activated government land) in the SWOT analysis, as presented on page 46 of the EDS. Strategic Action 8.2.3: the City will continue to work closely with Department of Jobs, Tourism, Science and Innovation (JTSI), DevelopmentWA and other relevant stakeholders to identify potential future land development opportunities in Rockingham and the surrounding region has been included to address this.</p>
	<p>Key Element 1 – Strategic Centre Vibrancy</p> <ul style="list-style-type: none"> While the planning framework is appropriate, developers may seek short-term returns by proposing low-density or underutilised outcomes. Council must hold firm to the strategic vision and resist compromising on built form quality and density. The amenity and vibrancy of the strategic centre rely on sufficient population to support retail, hospitality and public services, meaning waiting for the right economic conditions for the built form outcomes desired is preferable to short term underdevelopment. <p>Key Element 2 – Defence and Strategic Industries</p> <ul style="list-style-type: none"> It should be noted Rockingham's role in hosting and support incoming AUKUS personnel and associated families. The transition to Australian nuclear submarines means that this presence will not be temporary. Rather, a consistent defence footprint will extend through the mid-2030s and beyond, anchoring long-term population and economic growth. <p>Key Element 3 – Investment Attraction and Advocacy</p> <ul style="list-style-type: none"> Demand generation must be matched by supply. Without market-ready land and infrastructure, awareness efforts may create interest that cannot be converted into investment. Closer partnerships with DevelopmentWA, the Property Council, UDIA and private developers are essential to improve market delivery and readiness. Consider funding and supporting regular political engagement and representation in Canberra to strengthen advocacy outcomes. <p>Key Element 4 – Local Business Support</p> <ul style="list-style-type: none"> Support should be expanded to assist local businesses in strategic planning for economic opportunities they may not yet be aware of – particularly those associated with AUKUS and international arrivals. There is a specific opportunity in tourism, as defence-related family migration from the US will increase demand for local experiences, short-term accommodation and visitation.

	<ul style="list-style-type: none"> There is potential for partnerships with local Chambers of Commerce to raise awareness and build local business capability to respond to this emerging market. <p>Key Element 5 – Workforce and Liveability</p> <ul style="list-style-type: none"> Workforce availability is consistently ranked the number one risk across major industrial, defence and infrastructure projects in the region. While much attention is rightly focused on trade and technical occupations, growth across the economy will also require significant increases in services workforce: childcare, hospitality, health, community services, etc. While there are many pathways into trades promoted in the region, Youth should have access to the same range of career opportunities as their peers in the most affluent parts of Perth. Educational and career pathways must be broadened to include high-skilled, high-paying roles that align with their desired career goals. Affordable and social housing will be crucial. High-paying jobs are already beginning to compete for a limited workforce. Ensuring housing for the arts, innovation, startup and service sectors is essential to maintain community diversity and long-term amenity. <p>With regard to iconic and major events, consider how marketing and scheduling is coordinated across the region to avoid competition for the same audience and economic impact.</p>
	<p><u>Officer's Response</u></p> <p>The City acknowledges that the AUKUS Security Pact between Australia, the United Kingdom and United States presents significant opportunities as well as challenges to the local economy. As part of the preparation for the development of the draft Strategy, the City commissioned an analysis of the Defence and Defence-related industries cluster development in Rockingham. A series of recommendations presented in the final report have been thoroughly considered when developing Key Element 2 (Centre for the Defence Sector and Strategic Industries) of the draft Strategy. All other comments have been noted.</p>
	<p>Measuring Success</p> <ul style="list-style-type: none"> The use of employment self-sufficiency as a performance metric should be considered at a regional level. Rockingham residents often work in nearby industrial centres such as Kwinana, which may be geographically closer than travelling within Rockingham itself. Regional commuting patterns provide a more realistic picture of local economic integration and liveability.
	<p><u>Officer's Response</u></p> <p>The use of employment self-sufficiency has already been included as one of the performance metrics, as presented in Section 6 (Measuring Success), page 59 of the draft Strategy. The City is supportive of assessing employment self-sufficiency at a regional level, and will work with the Perth South West Metropolitan Alliance to measure this.</p>
	<p>Strategic Actions – Recommendations</p> <p>The following additional actions are recommended for consideration:</p> <ul style="list-style-type: none"> 8.1 Rockingham Strategic Centre Vibrancy <ul style="list-style-type: none"> Consider commissioning a study into development cost economics for high-density urban development to understand delivery viability based on local land costs, construction and sales data. 8.4 Local Business Network Support <ul style="list-style-type: none"> Partner with neighbouring councils to promote opportunities associated with international migration from the defence sector.

	<ul style="list-style-type: none"> · 8.5 Workforce Development and Liveability <ul style="list-style-type: none"> ○ Advocate to the State Government for improvements in educational pathways, and seek Department of Education benchmarking of local secondary school course offerings against top-performing WA schools.
	<p><u>Officer's Response</u></p> <p>The City is supportive of these recommended additional actions being driven through the Perth South West Metropolitan Alliance in collaboration with neighbouring local councils.</p>
5	<p>Comment(s) from Mr Gregory A Reid, local resident</p> <p>Can you explain to me the practice of planting large trees that will require constant pruning under power lines instead of smaller more compact varieties that would not need constant expensive maintenance.</p>
	<p><u>Officer's Response</u></p> <p>Comment not related to the draft Strategy, and has been passed to the relevant department to respond.</p>
6	<p>Comment(s) from Tom Huberli, RSM Australia (Rockingham Office)</p> <p>I've had a read of the draft and it looks good. Not sure I can add much to be honest. I agree with the SWOTs for both sections you mention. All strategies that improve the main central area around here and Rockingham Beach Road are welcome.</p> <p>I think the City's willingness to flex on sub-division and development, where appropriate, will be vital to alleviating accommodation shortages and increasing the pace of build and quality of our infrastructure investments.</p> <p>Good quality commercial office space around here is a must in the med-long term as is good EV charging infrastructure given our distance from Perth.</p>
	<p><u>Officer's Response</u></p> <p>Received and noted.</p>
7	<p><u>Comment(s) from Irene Teh, DevelopmentWA</u></p> <p>Thank you for the opportunity to provide feedback on the City's new Draft Economic Development Strategy 2025-2030 (the EDS). We found the document to be both methodical and comprehensive, underpinned by clear objectives and well-considered actions. The City is to be commended for its thoughtful and strategic approach.</p> <p>DevelopmentWA has reviewed the updated EDS in the context of our landholdings / project areas, including the Rockingham Industrial Zone, Port Kennedy Business Park and Karnup. We acknowledge the five key elements discussed during community consultation and generally support the proposed actions, particularly in relation to 'Theme 1: Defence', 'Theme 2: Heavy / Strategic Industry' and 'Theme 5: Investment Attraction and Advocacy'.</p> <p>We also note the City's interest in collaborating with us and the Department of Jobs, Tourism, Science and Innovation to identify future opportunities in Rockingham municipality for industrial and employment-generating land and supporting infrastructure. We welcome this opportunity and are keen to explore how we can work together to supply more industrial lots to the market and enhance local employment outcomes.</p> <p>Please don't hesitate to contact the undersigned if you would like to discuss this further. We look forward to receiving updates on the EDS and continuing our collaborative inter-agency efforts.</p>
	<p><u>Officer's Response</u></p> <p>Received and noted.</p>

	<p><u>Comment(s) from Nihar Rai, South Metro TAFE</u></p> <p>Page 21: With Australia's plans to acquire nuclear-powered submarines (SSN-AUKUS), Rockingham will see further growth through increased government investment and strategic defence projects such as the Navy's enhanced lethality surface combatant fleet planned after the Fleet Review. (*info from https://www.minister.defence.gov.au/media-releases/2024-02-20/navys-enhanced-lethality-surface-combatant-fleet)</p> <p>Page 43 - Consultation Findings – Strategic Centre Vibrancy SWOT, Strengths</p> <p>Strong TAFE sector: SM TAFE Rockingham campus is a key educational asset, providing a skilled workforce for various sectors, including tourism, retail, and professional services. (*info from https://www.southmetrotafe.wa.edu.au/campuses/rockingham)</p> <p>Page 56 - 5.2 Key Element 2: Centre for the Defence Sector and Strategic Industries</p> <p>Rockingham presents opportunities for growth in advanced manufacturing and defence industries, particularly under the AUKUS agreement and the new shipbuilding planned from the Fleet Review. (*info from https://www.minister.defence.gov.au/media-releases/2024-02-20/navys-enhanced-lethality-surface-combatant-fleet)</p>
	<p><u>Officer's Response</u></p> <p>All comments noted, and minor amendments have been made to reflect the feedback.</p>
9	<p><u>Comment(s) from Esther Anderson, Western Trade Coast Business Network</u></p> <p>The Draft Economic Development Strategy 2025–2030 is thorough, well researched, and takes a strong independent lens. But strategies are only as valuable as the lived experiences they include. I'd like to add some local insight, grounded in the reality of what it means to live, work, and run a business here in Rockingham.</p> <p>This isn't just a policy discussion. It's about what actually works for small business owners, consultants, industry partners, and professionals who are trying to contribute to this city's growth but are missing the foundational tools to do so. If we genuinely want to support local business and position Rockingham for the future, including our role in defence, innovation and the MICE sector, we need to start by addressing the basics.</p>
	<p><u>Officer's Response</u></p> <p>Key Element 4: Local Business Network Support focuses on growth of local businesses which is fundamental to building a resilient and diverse economy.</p>
	<p>What follows is my direct input to outline why a dedicated Business Hub for Rockingham is not just desirable, it's well overdue. Why Rockingham Needs a Business Hub (And why we're missing out by not having one) - There's no Business Hub.</p> <p>No shared working space. No modern venue that says "Yes, Rockingham is open for business."</p> <p>Rockingham Business Hub – Information Concept</p> <p>With over 6,000 local businesses and a growing professional sector, Rockingham is thriving on paper, but struggling on the ground. There is currently no central location for professionals to meet, collaborate or grow. Between Fremantle and Mandurah, there is no dedicated business hub, despite Rockingham's strategic location, competitive land rates, and increasing role in defence, renewables and industry. It's time to change that.</p> <p>Why a Business Hub? My Points to Make:</p> <ol style="list-style-type: none"> 1. What's the issue? We have population growth and rising industry - but no professional place to meet. Coffee shops aren't cutting it. There's no visible hub for business, no co-working, no flexible meeting space. 2. Who would use it? Consultants, SMEs, Perth-based contractors, remote workers, industry reps, start-ups. Anyone needing a place to meet, work or run small events locally. 3. Why now? The City's own strategy supports it. Local feedback confirms it. And with defence and infrastructure expanding, the need is only growing.

	<p>4. What's the alternative? People keep commuting to Fremantle or Cockburn, or avoid Rockingham altogether. We lose local activity, visibility, and opportunity.</p> <p>5. What would it include? Hot desks, meeting rooms, smart AV, drop-in options, workshop space. A professional, flexible, visible space to support all forms of business activity.</p> <p>What are the risks of doing nothing? We remain invisible. We under-serve our local economy. And we miss the momentum that's already building.</p> <p>Don't Mistake Dollars for Direction</p> <p>Sure, defence will bring the money - whether it's from state or federal sources, funding is coming. But cash alone doesn't build a resilient local economy. What's missing is cohesion. The groundwork. The relationships. The spaces where local business, industry partners, and government actually sit down, share knowledge, and build together.</p> <p>Defence might deliver infrastructure and investment, but it won't automatically create the kind of cross-sector collaboration we need, not unless we put systems in place for people to connect, innovate, and support one another. That's where a Business Hub becomes more than a building. It becomes the meeting point. The centre of gravity. The place where strategy meets real people trying to make real things happen.</p> <p>If we get it right, we create an ecosystem where defence investment strengthens our local economy and not overshadows it.</p> <p>The Vision: A Business Hub as the Game Changer</p> <p>If Rockingham had a Business Hub, it wouldn't just be a set of desks or rooms. It would be a unifier. A magnet. A neutral, professional, and welcoming space that draws everyone in, regardless of group or membership. (and NO, it doesn't happen anywhere in Rockingham at all)</p> <p>It would:</p> <ul style="list-style-type: none"> • Offer a base for major events, industry briefings, and business expos • Provide neutral territory where all business sectors feel welcome • Create opportunities to build bridges between groups and professionals • Be the launchpad for coordinated programs, workshops, and cross-sector initiatives • Set Rockingham apart from neighbouring LGAs by offering something they don't: a home base for business, innovation, and connection <p>But beyond events and networking, it would become something even bigger, a Business Exchange and Enterprise Centre. A place where:</p> <ul style="list-style-type: none"> • Start-ups can thrive, supported by mentoring, practical space, and visibility • Established businesses and innovators collide, exchanging ideas, talent, and tools • STEM education and entrepreneurship are seeded into the next generation • Community-benefit projects can be launched and supported <p>Look at Mandurah's Make Place. I had a desk there for 3 years. Out of that came:</p> <ul style="list-style-type: none"> • Peel Bright Minds, bringing science and innovation into everyday conversation • STEM into schools, introducing students to future-facing industries • The creation of TEDx Mandurah, giving local voices a global stage • Seniors Digital Expo • Ecommerce partnership <p>That's what happens when you create the right kind of space, one that's designed for growth, inclusion, and momentum. Rockingham deserves the same, and has everything it needs to do it better and to bring it all together.</p>
	<p><u>Officer's Response</u></p> <p>Key Element 4 of the EDS recognises the need to build the connections, knowledge-sharing spaces, and systems that enable local businesses, industry partners, and the community to work together and share in the benefits. Actions 8.4.1 and 8.4.2 of the Strategy are designed to support the creation of a shared working place/business hub and system where entrepreneurship and innovation could grow and flourish in Rockingham.</p>

10	<p><u>Comment(s) from Stacey Graham, Remember Me Funerals</u></p> <p>Good afternoon - please find my comments in relation to the Draft Economic Development Strategy 2025-2030:</p> <p>Having read through the above numerous times I find the 'Draft' is not addressing actual economic development which consistently shows throughout the document.</p> <p>The opening paragraph stating:</p> <p>It is worth noting that Rockingham is yet to secure any critical game-changing, transformational development projects capable of redefining its own economic landscape, in spite of its strategic location and significant economic potential,</p> <p>I believe says it all!</p> <p>From a tourism perspective - I am VERY concerned that Rockingham is willingly being directed into a Defence (AUKUS) and Industrial (WESTPORT) City - no longer a City where those living, working or visiting Rockingham can enjoy its natural attractions and tourism opportunities.</p> <p>I understand (from attending the Naval Defence Conference supported by the City of Rockingham and hosted by the Rockingham Kwinana Chamber of Commerce Inc.), that 'barriers' will be applicable in Cockburn Sound once AUKUS is well underway - what does that mean for our local and visiting Fishers?</p>
	<p><u>Officer's Response</u></p> <p>Regarding AUKUS, Westport and the potential impacts on Cockburn Sound access, the specific details on exclusion zones or operational barriers are being determined at the State and Federal Government level. The City continues to engage with relevant stakeholders to advocate for transparent communication and consultation with local communities, including fishers and tourism operators.</p>
	<p>While there is a LOT of information provided within the DEDS 2025-2030 there certainly does not seem to be strategies/actions that will actually achieve the 'pipedreams' mentioned in the document?</p> <p>I also found that there was conflicting information within the Strategy ie:</p> <ul style="list-style-type: none"> Rockingham possesses economic specialisations in the defence, health, construction and manufacturing industries. A comparative analysis against the broader region suggests the municipality also has a regional advantage in education and tourism <p>Then:</p> <ul style="list-style-type: none"> Rockingham has a relatively low job containment and employment self-sufficiency rate, suggesting there is an opportunity to improve the share of local resident workers and the associated economic benefits and - Resident workers have a relatively low skill and qualification profile when compared to the broader region, suggesting there is an opportunity to further improve local workforce training, education and skills development. <p>To then highlight that:</p> <ul style="list-style-type: none"> The City of Rockingham generated over \$11 billion in economy output in 2023, an increase of 23% since 2019. The construction, public administration and safety (defence), along with manufacturing, are the primary sectors driving output in Rockingham, collectively contributing to 50% of the region's total output. Between 2019 and 2023, all industries in Rockingham saw output growth. Notable increases occurred in the public administration and safety (+\$522 million), manufacturing (+\$362 million), and construction (+\$239 million). Despite representing a smaller portion of total output, industries such as arts and recreation (+53%), mining (+49%), and administrative and support services (+40%) also demonstrated significant growth during this period.

	<p><u>Officer's Response</u></p> <p>While it's true that Rockingham has experienced strong growth in key industries such as defence, manufacturing, and construction, the City also faces challenges around local workforce skills, job containment, and employment self-sufficiency. These realities can coexist when economic growth in certain sectors or localities does not necessarily translate to all residents being able to gain equal access to the associated opportunities. Key Element 5: Workforce Development and Liveability of the Strategy focuses on workforce development, skills training, and collaboration with education providers such as South Metro TAFE and Murdoch University. These efforts are designed to ensure more (if not all) of Rockingham's residents are better equipped with relevant skillsets and capability to participate in and benefit from our evolving economy.</p>
	<p>To go on and also report that the forthcoming Westport project is expected to further bolster Rockingham's connectivity to global trade and stimulate industrial development. Additionally, competitive land prices and rates make Rockingham an attractive option for industrial expansion (however) then state that - 'Despite these strengths, challenges persist that may hinder the growth of heavy industry in Rockingham and the region' seem highly contradictory and again is not giving any strategy/actions to overcome these problems.</p> <p>I would like to see a more concise document that gives actual outcomes for strategic actions that funds allocated for will achieve.</p>
	<p><u>Officer's Response</u></p> <p>The draft Economic Development Strategy 2025–2030 outlines a comprehensive roadmap that acknowledges both opportunities and challenges. 40 strategic actions have been included for the City to pursue across five Key Elements. Each action is supported by prudent resource allocations (where applicable) and will be delivered through detailed project planning and reporting to Council and the community. For initiatives outside of the City's control, the City will continue to advocate to the State and Federal Government to achieve positive outcomes for the community.</p>

b. Consultation with Government Agencies

The following stakeholders and government agencies were also invited through email to download the draft Strategy, review and make a submission during the public comment period.

- Australian Submarine Agency
- DefenceWest
- Department of Jobs, Tourism, Science and Innovation
- DevelopmentWA
- Perth South West Metropolitan Alliance
- Small Business Development Corporation
- South Metro TAFE
- Western Trade Coast Business Network
- Westport

Comments were received from DevelopmentWA, Perth South West Metropolitan Alliance, and South Metro TAFE as presented above.

c. Strategic

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

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

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

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

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

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

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

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

d. Policy

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

e. Financial

The total cost of implementing the EDS is \$4,965,000 over the course of the five year period, including \$1,500,000 allocated to supporting iconic events. Of the total \$4,965,000, the cost of new actions is \$1,600,000. The cost of implementation of actions will be considered as part of the annual Team Plan process, with allowance for CPI or service fee costs at the time.

f. Legal and Statutory

Not applicable.

g. Risk

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

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

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

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

Nil

Comments

The EDS 2025 - 2030 was developed following extensive community and stakeholder engagement, and reflects the potential economic development opportunities as well as challenges for local businesses and industries over the next five year period. It aligns with the City's economic aspiration in the Strategic Community Plan 2023-2033 which aims to position Rockingham as a hub for innovation, opportunity and community wellbeing by:

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

Overall, feedback gathered during the public comment period supported the vision and strategic direction of the EDS in principle. As outlined in the Consultation section of this report, some minor amendments have been made to reflect the feedback received. Officers are now presenting the final Economic Development Strategy 2025-2030 to Council for adoption.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ADOPTS** the Economic Development Strategy 2025-2030, as detailed in Attachment 1.

Committee Recommendation

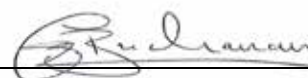
Moved Cr Hume, seconded Cr Crichton:

That Council **ADOPTS** the Economic Development Strategy 2025-2030, as detailed in Attachment 1.

Committee Voting (Carried) – 6/0

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

Not Applicable



Mayor Hamblin, Cr Crichton and Cr Hume declared an impartiality interest in item CD-011/25 Community Grants Program applications round one 2025/2026 and will deal with the matter on its merits and vote accordingly (refer to Item 8 for specific details).

<div>Community Development</div> <div>Community Capacity Building</div> <div>Community Grants Program Committee</div>		
Report number / title:	CD-011/25	Community Grants Program applications round one 2025/2026
File number:	GRS/48	
Proponent/s:		
Author:	Mrs Amanda Fairhead, Community Grants Officer	
Other Contributor/s:	Mr Paul Hayward, Manager Community Capacity Building Ms Melissa James, Manager Economic Development and Tourism Ms Mary-Jane Rigby, Manager Community Safety and Support Services Mr Mathew Emmott, Manager Community Infrastructure Planning	
Date of Committee meeting:	17 June 2025	
Previously before Council:		
Disclosure of Interest:	<p>Mayor Hamblin declared an Impartiality Interest in item CD-011/25 Community Grants Program applications round one 2025/2025, as detailed in Regulation 22 of the <i>Local Government (Model of Conduct) Regulations 2021</i> and as per section 5.65 of the <i>Local Government Act 1995</i>, as she is Vice Patron of the Cruising Yacht Club of WA (Inc) and is Patron of the Rockingham Bowling Club. Mayor Hamblin will consider the matter on its merit and vote accordingly.</p> <p>Cr Mike Crichton declared an Impartiality Interest in item CD-011/25 Community Grants Program applications round one 2025/2026, as detailed in Regulation 22 of the <i>Local Government (Model of Conduct) Regulations 2021</i> and as per section 5.65 of the <i>Local Government Act 1995</i>, as he is friends with the Senior Pastor at Centrepoint Churches. Friends with the Vice President of the Rockingham Swimming Club, and SOUL is the sister organisation of The CREW where Cr Crichton is employed. Cr Crichton will consider the matters on its merits and vote accordingly.</p>	
Nature of Council's role:	Executive	
Attachments:	1. Minutes of the Community Grants Program Advisory Committee Meeting held on 15 May 2025	
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

For Council to approve recommendations from the Community Grants Program Committee who met on 15 May 2025, in relation to the Community Grants Program (**CGP**) 2025/2026 Round One applications.

Background

The CGP aims to provide financial assistance to eligible applicants to deliver initiatives and/or provide opportunities which enable outcomes in the following target areas:

- Community Development
- Sport and Recreation
- Economic Development
- Environment and Heritage
- Culture and the Arts
- Emergency Services

The Community Grants Program Committee considers applications for the Major Grants, Major Events Sponsorship, Community Infrastructure Grants and Heritage Assistance Grants through two funding rounds per annum.

Details

Applications for CGP Round One 2025/2026 closed 4.30pm on Friday 4 April 2025. Applications received are summarised in the following CGP categories:

Grant Category	Eligible	Ineligible	Total
Major Grants	4	0	4
Major Event Sponsorship	1	0	1
Community Infrastructure Grants	4	0	4
Heritage Assistance Grants	0	0	0
TOTAL	9	0	9

Details for each eligible grant are provided in the next section.

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

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

Community health and wellbeing - Strengthen community health and wellbeing

Accessible services - Adapt services to meet changing community need

Inclusive community - Build connectivity with our diverse community

**Aspiration:
Outcome/Objective:**

- 4. Economic - A vibrant economy creating opportunities**
Growing the business economy - Actively support and develop local business growth
Local employment - Support existing and new businesses to increase local employment opportunities
A visitor destination - Promote the City as a place to visit

d. Policy

The CGP operates in line with the CGP Policy and the Governance and Meeting Framework Policy.

e. Financial

Major, Major Event Sponsorship and Heritage Assistance Grants

Officers are recommending a total amount of:

- \$47,720.32 for Major Grants and Major Event Sponsorship Grants
- \$0 for Heritage Assistance Grants

If Council supports these recommendations, approximately \$552,279.68 will remain in the Community Grants 2025/2026 budget.

It should be noted that the Community Grants balance changes on a daily basis due to General, Travel and Youth Encouragement grant approvals.

Community Infrastructure Grants

Officers are recommending a total amount of \$81,986.36 for Community Infrastructure Grants. If Council supports this recommendation, approximately \$78,013.64 will remain in the Community Infrastructure Grants 2025/2026 budget.

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

Recommendations were made in accordance with the CGP assessment criteria, as endorsed by Council in February 2024.

Proposed 2025/2026 Budget:

CGP Budget allocated	\$600,000.00
Funds spent to date:	\$ 0.00
Committed via Major Event Sponsorships	\$ 0.00
Remaining Balance	\$600,000.00
Recommended round one 2025/2026 applications (Major and Major Event Sponsorship Grants \$47,720.32 + Heritage Assistance Grants \$0.00)	\$ 47,720.32
If approved, Total Remaining	\$552.279.68

Community Infrastructure Budget allocated	\$160,000.00
Funds spent to date:	\$ 0.00
Balance	\$160,000.00
Recommended round one 2025/2026 applications	\$ 81,986.36
If approved, Total Remaining	\$ 78,013.64

Voting Requirements

Simple Majority



Advisory Committee Recommendation

That Council **APPROVES** the allocation of funds for Major Grants under the 2025/2026 Community Grants Program Round One, subject to any listed additional conditions:

Major and Major Event Sponsorship Grants					
Nr	Applicant	Project Title	Amount Requested	Committee Recommendation	Additional Grant Conditions
A	The Cruising Yacht Club of WA Inc.	68th Cockburn Sound Regatta	\$14,831.00	\$14,831.00 For three years (2025, 2026, 2027)	<ul style="list-style-type: none"> Your organisation is to provide an opportunity for City of Rockingham Mayor to speak at the event Encourage your guests, participants and committee members to promote Rockingham on their social media and include the following tags: <ul style="list-style-type: none"> Facebook: #RediscoverRockingham#myRockingham Instagram: #myRockingham Twitter: @RockinghamCity#myRockingham Permit the City to obtain footage from the event for the purposes of promoting Rockingham. Subject to providing the City of Rockingham with a copy of your organisation's Public Liability Insurance that will be current at the time of the program/event. Obtain visitor survey data, and share any relevant key findings with the City as part of the post event acquittal.
B	Centrepont Church Incorporated	Christmas Carnival and Carols	\$14,529.73	\$14,529.73	<ul style="list-style-type: none"> Please note your organisation will be required to obtain an outdoor event approval from the City of Rockingham. A copy of this approval (letter and certificate of approval only) must be attached to the acquittal.

Confirmed at a Corporate and Community Development Committee meeting held on Tuesday 15 July 2025


 Presiding Member

Major and Major Event Sponsorship Grants					
Nr	Applicant	Project Title	Amount Requested	Committee Recommendation	Additional Grant Conditions
C	Rockingham Swimming Club Inc.	Empowered Youth Swimming: From Pool to Ocean Swim Program 2025/2026	\$11,974.58	\$5,134.32	<ul style="list-style-type: none"> Subject to providing the City of Rockingham with a copy of your organisation's Public Liability Insurance that will be current at the time of the program/event. Please note your organisation will be required to obtain an outdoor event approval from the City of Rockingham. A copy of this approval (letter and certificate of approval only) must be attached to the acquittal.
D	Servants of United Love Incorporated	Support for Transitional Accommodation	\$7,300.00	\$7,300.00	<ul style="list-style-type: none"> Subject to providing the City of Rockingham with a copy of your organisation's Public Liability Insurance that will be current at the time of the program/event.
E	The Totally and Partially Disabled Veterans of WA INC.	Veterans Day 2025, Remembrance Day 2025, ANZAC Day 2026	\$5,925.27	\$5,925.27	<ul style="list-style-type: none"> Subject to providing the City of Rockingham with a copy of your organisation's Public Liability Insurance that will be current at the time of the program/event.
TOTAL Major And Major Event Sponsorship			\$54,560.58	\$47,720.32	

Community Infrastructure Grants					
Nr	Applicant	Project Title	Amount Requested	Committee Recommendation	Additional Grant Conditions
F	White Knights Cricket Club	The installation of shade sails on the western side of the Main Pavilion	\$20,000.00	\$20,000.00	<ul style="list-style-type: none"> The installation of the Shade Sails to align with the design completed by Site Architecture. A building permit is required to be obtained prior to any work commencing. As the land is owned by the City it will need to be privately certified (BA1 form) and it is recommended that the proponent engages an independent building surveyor for further advice.

Community Infrastructure Grants					
Nr	Applicant	Project Title	Amount Requested	Committee Recommendation	Additional Grant Conditions
					<ul style="list-style-type: none"> All licensee consent conditions are to be met as listed on the Form of Consent for Alteration and Addition
G	Rockingham Bowling Club	The development of a design and drawings of the club's kitchen	\$5,950.00	\$5,950.00	<ul style="list-style-type: none"> The draft design and drawings to be sent to City Properties to review and comment prior to finalisation.
H	Safety Bay Tennis Bay	Upgrade of the existing halogen lights to new energy efficient LED lights on courts one to seven.	\$21,565.45	\$21,565.45	<ul style="list-style-type: none"> If the CNLP grant application is unsuccessful then SBTC to provide financial evidence of how to fund the proposed project. All lessor consent conditions are to be met as listed on the Form of Consent for Alteration and Addition dated 09 April 2025.
I	Rockingham Men's Shed	Undertake an extension to the existing shed.	\$34,470.91	\$34,470.91	<ul style="list-style-type: none"> All lessor consent conditions are to be met as listed on the Form of Consent for Alteration and Addition dated 25 March 2025. Shed extension to be offset from the service road by a minimum 0.5m. Final shed extension plans to be sent to the Community Infrastructure Planning team for review to ensure alignment with the planning of other community infrastructure.
TOTAL Community Infrastructure			\$81,986.36	\$81,986.36	


Officer Recommendation

Not Applicable

The Officer's Reason for Varying the Recommendation

Not Applicable

Confirmed at a Corporate and Community
 Development Committee meeting held on
 Tuesday 15 July 2025


 Presiding Member

Committee Recommendation

Moved Cr Hume, seconded Cr Middlecoat:

That Council **APPROVES** the allocation of funds for Major Grants under the 2025/2026 Community Grants Program Round One, subject to any listed additional conditions:

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TOTAL Community Infrastructure			\$81,986.36	\$81,986.36	

Committee Voting (Carried) – 6/0

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

Not Applicable

Confirmed at a Corporate and Community Development Committee meeting held on Tuesday 15 July 2025


 Presiding Member

13.	Reports of Council Members
	Nil
14.	Addendum Agenda
	Nil
15.	Motions of which Previous Notice has been given
	Nil
16.	Notices of motion for Consideration at the Following Meeting
	Nil
17.	Urgent Business Approved by the Person Presiding or by Decision of the Committee
	Nil
18.	Matters Behind Closed Doors
	Nil
19.	Date and Time of Next Meeting
	The next Corporate and Community Development Committee meeting will be held on Tuesday 15 July 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 6:14pm .