



City of Rockingham

AGENDA

Ordinary Meeting of Council

To be held on Tuesday 25 November 2025 at 6:00pm
City of Rockingham Council Chamber

**Note: This meeting will be subject to Council's
Recording and Streaming Meeting's policy**



Notice of Meeting



Dear Mayor and Council Members

The next Ordinary meeting of the Council of the City of Rockingham will be held on Tuesday 25 November 2025 in the Council Chamber, Civic Boulevard, Rockingham. The meeting will commence at 6:00pm.

A handwritten signature in blue ink, appearing to read 'Michael Parker'.

MICHAEL PARKER
CHIEF EXECUTIVE OFFICER
20 November 2025

DISCLAIMER

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:

Statements or decisions made at this meeting should not be relied or acted on by an applicant or any other person until they have received written notification from the City. Notice of all approvals, including planning and building approvals, will be given to applicants in writing. The City of Rockingham expressly disclaims liability for any loss or damages suffered by a person who relies or acts on statements or decisions made at a Council or Committee meeting before receiving written notification from the City.

City of Rockingham
Ordinary Council Meeting
6:00pm Tuesday 25 November 2025



1.	Declaration of Opening																																					
	<p>Acknowledgement of Country</p> <p>The City of Rockingham acknowledges the Traditional Owners and Custodians of this land, the Binjareb and Whadjuk Nyoongar peoples and their continuing connection to the land, waters and community. We pay our respects to all members of Aboriginal communities and their cultures; and to Elders past and present.</p> <p>Recording and Live Streaming of proceedings</p> <p>In accordance with Council Policy this meeting is being live streamed on the City’s website, with the exception of confidential items and periods of adjournment or as determined by the Presiding Member.</p> <p>By being present at this meeting, members of the public consent to the possibility that their image and voice may be live streamed to the public. Recordings are also made available on the City’s website following the meeting.</p> <p>Please note that clause 8.5 of the City’s <i>Standing Orders Local Law 2001</i> provides that “no person is to use any electronic, visual or audio recording device or instrument to record the proceedings of the Council or a committee without the written permission of the Council”.</p> <p>If anyone breaches this Standing Order they will be asked to leave the Council Chamber.</p>																																					
2.	Record of Attendance/Apologies/Approved Leave of Absence																																					
	<p>2.1 Council Members</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Mayor Lorna Buchan</td> <td></td> </tr> <tr> <td>Deputy Mayor Robert Schmidt</td> <td>Comet Bay Ward</td> </tr> <tr> <td>Cr Mike Crichton</td> <td>Baldivis Ward</td> </tr> <tr> <td>Cr Dylan Mbano</td> <td>Baldivis Ward</td> </tr> <tr> <td>Cr Kelly Middlecoat</td> <td>Baldivis Ward</td> </tr> <tr> <td>Cr David Rudman</td> <td>Comet Bay Ward</td> </tr> <tr> <td>Cr Craig Buchanan, JP</td> <td>Rockingham/Safety Bay Ward</td> </tr> <tr> <td>Cr Peter Hudson</td> <td>Rockingham/Safety Bay Ward</td> </tr> <tr> <td>Cr Dawn Jecks</td> <td>Rockingham/Safety Bay Ward</td> </tr> <tr> <td>Cr Mark Jones</td> <td>Rockingham/Safety Bay Ward</td> </tr> <tr> <td>Cr Leigh Liley</td> <td>Rockingham/Safety Bay Ward</td> </tr> <tr> <td>Cr Ryan Robertson</td> <td>Rockingham/Safety Bay Ward</td> </tr> </table> <p>2.2 Executive</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Mr Michael Parker</td> <td>Chief Executive Officer</td> </tr> <tr> <td>Mr Sam Assaad</td> <td>Director Asset Services</td> </tr> <tr> <td>Mr Michael Holland</td> <td>Director Community Development</td> </tr> <tr> <td>Mr Peter Ricci</td> <td>Director Planning and Development Services</td> </tr> <tr> <td>Mr Michael Yakas</td> <td>A/Director Corporate Services</td> </tr> <tr> <td>Mr Jim Olynyk, JP</td> <td>Manager Governance and Councillor Support</td> </tr> </table>		Mayor Lorna Buchan		Deputy Mayor Robert Schmidt	Comet Bay Ward	Cr Mike Crichton	Baldivis Ward	Cr Dylan Mbano	Baldivis Ward	Cr Kelly Middlecoat	Baldivis Ward	Cr David Rudman	Comet Bay Ward	Cr Craig Buchanan, JP	Rockingham/Safety Bay Ward	Cr Peter Hudson	Rockingham/Safety Bay Ward	Cr Dawn Jecks	Rockingham/Safety Bay Ward	Cr Mark Jones	Rockingham/Safety Bay Ward	Cr Leigh Liley	Rockingham/Safety Bay Ward	Cr Ryan Robertson	Rockingham/Safety Bay Ward	Mr Michael Parker	Chief Executive Officer	Mr Sam Assaad	Director Asset Services	Mr Michael Holland	Director Community Development	Mr Peter Ricci	Director Planning and Development Services	Mr Michael Yakas	A/Director Corporate Services	Mr Jim Olynyk, JP	Manager Governance and Councillor Support
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	<p>2.3 Members of the Gallery:</p> <p>2.4 Apologies:</p> <p>2.5 Approved Leave of Absence:</p>
3.	Responses to Previous Public Questions Taken on Notice
	<p>3.1 Ms Keiva Youens, Baldvis – PFAS at Millar Road landfill</p> <p>At the Council meeting held on 14 October 2025, Ms Youens asked the following question that was taken on notice. The Acting Director Corporate Services provided a response in a letter dated 21 October 2025 as follows:</p> <p><u>Question</u></p> <p>1. What are the most recent groundwater test results from the Millar Road landfill regarding PFAS contamination?</p> <p><u>Response</u></p> <p><i>Groundwater test results from the Millar Road Landfill Facility (MRLF) are not published by the City. Monitoring activities are conducted by an independent third party and all data is submitted to the Department of Water and Environmental Regulation (DWER) for review. These activities are carried out in accordance with established operational management protocols and regulatory licence requirements.</i></p> <p>3.2 Ms Carol Crockett, Rockingham – Rockingham Beach Road reserve</p> <p>At the Council meeting held on 14 October 2025, Ms Crockett asked the following question that was taken on notice. The Director Asset Services provided a response in a letter dated 7 November 2025 as follows:</p> <p><u>Question</u></p> <p>1. What plans does the Council have to address the disastrous natural strip of reserve along Rockingham Beach Road between Weld and Victoria Streets?</p> <ul style="list-style-type: none">• Is a dumping ground for garden waste and rubbish• The overgrowth is causing a safety risk with the potential of people hiding in the bushes• Camping ground for homeless people, as well as people sleeping in cars along the verges• Fire safety risk with overgrown vegetation• Loosing seabirds due to the influx of cockatoos• Disappointed that we planted flora that is not native to the area, even though it was promised that the land was going to be left in its natural state <p><u>Response</u></p> <p><i>The City's Litterbusters team service the Rockingham Foreshore Reserve Monday to Saturday. Data from these ongoing inspections does not indicate there to be an excessive issue, however incidences of dumped rubbish should be reported directly to the City to enable prompt attention.</i></p> <p><i>This area of Rockingham Foreshore Reserve consists predominately of natural vegetation. The central concrete pathway and beach access paths are maintained for visibility and accessibility. Any behaviour deemed to be a public safety risk should be reported directly to the Police.</i></p> <p><i>The City maintains a regular patrolling regime of this location, identifying breaches of the local laws including unlawful camping. Ranger Services have enforced compliance with numerous persons that have attempted to establish this location as a camping area.</i></p>

	<p><i>The vegetation is managed as natural vegetation supporting local fauna, however a buffer around 25 metres is maintained to adjacent assets which is appropriate for the vegetation type, density and volume.</i></p> <p><i>White Corellas are being actively managed by the City. The impacts to seabird numbers as a result of increasing Corellea numbers is not known as there is insufficient research on this.</i></p> <p><i>The current practice is for only native vegetation to be planted within the foreshore natural areas. If referencing the Oleander bushes located along the verge of Rockingham Beach Road, these were planted in the early 1980's. The City, following community consultation is planning to carry out a staged removal of the Oleanders and to replant with native trees.</i></p> <p>3.3 Mr Jason Davies, Hillman – Advertising and marketing funds</p> <p>At the Council meeting held on 14 October 2025, Mr Davies asked the following question that was taken on notice. The Chief Executive Officer provided a response in a letter dated 14 November 2025 as follows:</p> <p><u>Question</u></p> <p>1. Will the City consider putting a reserve of money aside to upgrade their advertising and marketing material? If we are relying on the State government to ensure the penguin population increases, then we will see a Burswood racetrack before the penguin population will increase.</p> <p><u>Response</u></p> <p><i>Funding for the City's advertising and marketing requirements covers a broad range of matters and forms part of the City's annual recurrent operating expenditure.</i></p> <p><i>With respect to the little penguin colony on penguin island, the City has undertaken a significant role in funding population counts for many years which have highlighted the dramatic decline in numbers. It has also pursued Council's advocacy positions on the matter and kept the public informed through regular media releases and Council reports.</i></p> <p><i>Ultimately the state government through it Department of Biosecurity, Conservation and Attractions (BDCA) has the jurisdiction and responsibility for the penguin colony being within the Shoalwater Marine Park and also through the Department of Transport in terms of boating activity around the Island.</i></p> <p><i>At this time there is no intention for a separate City advertising and marketing reserve account to be established.</i></p>
4.	Public Question Time
	<p>Members of the public are invited to present questions to the Mayor about matters affecting the City of Rockingham and its residents. This is the only opportunity in the meeting for the public to ask questions.</p>
5.	Applications for Leave of Absence
6.	Confirmation of Minutes of the Previous Meeting
	<p>Recommendation:</p> <p>That Council CONFIRMS the Minutes of the</p> <ul style="list-style-type: none"> · Ordinary Council meeting held on 14 October 2025 · Special Council meeting held on 28 October 2025 <p>as a true and accurate record.</p>

7.	Matters Arising from the Previous Minutes	
8.	Announcement by the Person Presiding without Discussion	
	The Mayor to announce to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the Council meeting.	
9.	Declarations of Members and Officers Interests	
	<p>9.1 Item CD-023/25 Community Grants Program Applications Round Two 2025/2026</p> <p>Council Member: Cr Mike Crichton</p> <p>Type of Interest: Financial</p> <p>Nature of Interest: Cr Crichton is a part-time employee of The C.R.E.W. Cr Crichton will leave the meeting when this item is discussed.</p> <p>Extent of Interest: Not Applicable</p>	
	<p>9.2 Item CD-023/25 Community Grants Program Applications Round Two 2025/2026</p> <p>Council Member: Cr Peter Hudson</p> <p>Type of Interest: Impartiality</p> <p>Nature of Interest: Cr Hudson is a member of the Rockingham RSL and conducts voluntary work with the IPL Radio. Cr Hudson declares that he will deal with the matter on its merits and vote accordingly.</p> <p>Extent of Interest: Not Applicable</p>	
	<p>9.3 Item CD-023/25 Community Grants Program Applications Round Two 2025/2026</p> <p>Council Member: Cr Kelly Middlecoat</p> <p>Type of Interest: Impartiality</p> <p>Nature of Interest: Cr Middlecoat is a member of the Country Women's Association, Baldivis Belles, and conducts volunteer work with them. Cr Middlecoat declares that she will deal with the matter on its merits and vote accordingly.</p> <p>Extent of Interest: Not Applicable</p>	
10.	Petitions/Deputations/Presentations/Submissions	
	<p>10.1 Presentation – City of Rockingham Junior Council</p> <p>The City of Rockingham 2025 Junior Council Mayors will make a presentation to Council about the Junior Council Program.</p>	


11.	Matters for which the Meeting may be closed	
	Corporate and Community Development Committee	7
	GM-019/25 Community Citizen of the Year Awards 2026	7
	In accordance with section 5.23(2)(b) of the <i>Local Government Act 1995</i> – if there are any questions or debate on the Confidential Item, then the Council will need to defer the matter for consideration at Agenda Item 23 - Matters Behind Closed Doors.	

Corporate and Community Development Committee

CONFIDENTIAL ITEM

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

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

<p>General Management Services Governance and Councillor Support Australian Citizen Awards Selection Advisory Group</p> 	
Report number / title:	GM-019/25 Community Citizen of the Year Awards 2026
File number:	COM/7
Proponent/s:	
Author:	Ms Lauren Townsend, Governance Coordinator
Other Contributor/s:	
Date of Committee Meeting:	18 November 2025
Previously before Council:	
Disclosure of Interest:	
Nature of Council's Role:	Executive
Attachments:	<p style="color: red;">Confidential Attachments as per section 5.95 of the <i>Local Government Act 1995</i></p> <ol style="list-style-type: none"> 1. Nominee Profiles – Community / Young / Senior / Active 2. Minutes of the Australian Citizen Awards Selection Advisory Group meeting held 12 November 2025
Maps/Diagrams:	
Site:	
Lot Area:	

Purpose of Report

For Council to approve the recommended nominees for the Community Citizen of the Year Awards 2026.

Voting Requirements

Simple Majority

Australian Citizen Awards Selection Advisory Group Recommendation

That Council:

1. **APPROVES** the award winners for the Community Citizen of the Year Awards 2026, as per the Comments section in the Confidential Report.
2. **WITHHOLDS** the release of the name of the successful award recipients until they are formally presented at the 2026 Australian Community Citizen of Year and Citizenship ceremony.

Officer Recommendation if Different to Australian Citizen Awards Selection Advisory Group Recommendation

Not Applicable

The Officer's Reason for Varying the Australian Citizen Awards Selection Advisory Group Recommendation

Not Applicable

Committee Recommendation

That Council:

1. **APPROVES** the award winners for the Community Citizen of the Year Awards 2026, as per the Comments section in the Confidential Report.
2. **WITHHOLDS** the release of the name of the successful award recipients until they are formally presented at the 2026 Australian Community Citizen of Year and Citizenship ceremony.

Committee Voting (Carried) – 5/0

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

Not Applicable


12.	Receipt of Minutes of Council Committees	
	Recommendation:	
	That Council RECEIVES and NOTES the minutes of the:	
	<ul style="list-style-type: none"> · Audit Committee meeting held on 13 November 2025; · Planning and Asset Services Committee meeting held on 17 November 2025; and · Corporate and Community Development Committee meeting held on 18 November 2025 	
13.	Recommendations of Council Committees	
	Audit Committee	12
	AC-002/25 Adoption of the Annual Financial Report for 2024/2025	12
	Planning and Asset Services Committee	15
	PD-026/25 Scheme Amendment No.197 - Short Term Rental Accommodation (Final Adoption)	15
	PD-027/25 Proposed Local Planning Policy - 'Unhosted' Short-Term Rental Accommodation (Final Adoption)	29
	AS-021/25 Tender T25/26-32 - Provision of Services for Civil Infrastructure Enhancements for Six (6) Intersections on Read Street, Rockingham	50
	Corporate and Community Development Committee	57
	CS-017/25 Council Policy Review – Closed Circuit Television (CCTV)	57
	CS-018/25 City Business Plan 2026/2027 to 2035/2036 (November 2025)	61
	CS-019/25 Budget Review – September 2025 (<i>Absolute Majority</i>)	67
	GM-020/25 Advocacy Position Register Review	72
	CD-021/25 Cultural Development and Arts Strategy 2025-2031	107
	CD-022/25 Tender T25/26-28 – Provision of Visitor Servicing within the City of Rockingham	114
	CD-023/25 Community Grants Program Applications Round Two 2025/2026	118
	CD-024/25 Tender T25/26-33 – Provision of concept, schematic and detailed design services for the Safety Bay Foreshore Community Facility Development	132
	CD-025/25 Tender T25/26-38 - Provision of services for the construction of the Baldivis Men's Shed	137
14.	Receipt of Information Bulletin	
	Recommendation:	
	That Council RECEIVES the November 2025 Information Bulletins as follows:	
	<ul style="list-style-type: none"> · Planning Services Bulletin · Asset Services Bulletin · Corporate and General Management Services Bulletin · Community Development Bulletin 	
15.	Report of Mayor	
	MR-010/25 Meetings and Functions Attended by the Mayor and Deputy Mayor	142
16.	Reports of Council Members	
17.	Reports of Officers	

18.	Addendum Agenda
19.	Motions of which Previous Notice has been given
20.	Notices of Motion for Consideration at the Following Meeting
21.	Questions by Members of which Due Notice has been given
	<p>21.1 Deputy Mayor Schmidt - FOGO</p> <p><u>Question</u></p> <p>1. When was FOGO first endorsed or adopted by Council? And why?</p> <p><u>Response</u></p> <p><i>FOGO (Food Organics and Garden Organics) was adopted by Council on 27 January 2021, through the adoption of the City of Rockingham Waste Plan 2020/2021 (the Plan). Within this Plan, action item 1.4 outlined the commitment to “Introduce the Better Practice three-bin FOGO system by 2025”.</i></p> <p><i>The implementation of FOGO was a key strategy to manage and reduce waste, supporting both the State Government’s commitment for all local governments in the Perth and Peel regions to adopt FOGO by 2025, and the broader goal of achieving 75% waste recovery by 2030.</i></p> <p><i>The Plan was developed in accordance with Section 40 of the Waste Avoidance and Resource Recovery Act 2007 (WARR Act), which requires local governments to prepare a Waste Plan aligned with the State Waste Strategy.</i></p> <p><i>FOGO also supports both the City’s previous and current Strategic Community Plans:</i></p> <ul style="list-style-type: none">· <i>Strategic Community Plan 2019–2029</i> <i>Aspiration 3 – Plan for Future Generations</i> <i>Outcome: Sustainable waste solutions</i> <i>Objective: Incorporate new opportunities that support responsible and sustainable disposal of waste.</i>· <i>Strategic Community Plan 2023–2033</i> <i>Aspiration 2 – Natural Environment</i> <i>Outcome: Protection of natural environment</i> <i>Objective: Minimise waste.</i> <p><i>Moreover, Council approved the implementation of a FOGO waste collection and processing service for residential properties in July 2023.</i></p> <p><u>Question</u></p> <p>2. When did the City Staff first indicate FOGO as an objective of the City of Rockingham?</p> <p><u>Response</u></p> <p><i>FOGO was initially considered in 2017 with the introduction of the three-bin system. In 2019 the State Government announced that FOGO was being included in its Waste Avoidance and Resource Recovery Strategy 2030. FOGO was then further investigated by the City during the development of the Waste Plan. A Councillor Engagement Session was held in November 2020, where FOGO was discussed as part of the Waste Plan presentation. The City’s Waste Plan 2020/2021 was adopted by Council on 27 January 2021.</i></p>

	<p><u>Question</u></p> <p>3. Did a Councillor move a Notice of Motion to bring about FOGO?</p> <p><u>Response</u></p> <p><i>No. The implementation of FOGO was not initiated through a Notice of Motion. FOGO was implemented as an action planned within the City's Waste Plan. FOGO is the final stage of the City's three bin system launched in 2017.</i></p> <p><u>Question</u></p> <p>4. When was Councillor Schmidt first elected?</p> <p><u>Response</u></p> <p><i>Councillor Schmidt was elected in October 2021.</i></p> <p><u>Question</u></p> <p>5. Did Councillor Schmidt move a Notice of Motion relating to FOGO?</p> <p><u>Response</u></p> <p><i>Councillor Schmidt has not moved a Notice of Motion relating to FOGO.</i></p>
22.	Urgent Business Approved by the Person Presiding or by Decision of the Council
23.	Matters Behind Closed Doors
24.	Date and Time of Next Meeting
	The next Ordinary Council meeting for the City of Rockingham will be held on Tuesday 16 December 2025 in the Council Chambers, Civic Boulevard, Rockingham.
25.	Closure

13. Recommendations of Council Committees

Audit Committee

Audit Committee		
Report number / title:	AC-002/25	Adoption of the Annual Financial Report for 2024/2025
File number:	CPM/109-4	
Proponent/s:		
Author:	Mrs Katie MacLachlan, Financial Controller	
Other Contributor/s:		
Date of Committee meeting:	13 November 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:	<ol style="list-style-type: none">1. Independent Auditors Report2. Audited financial Report 2024/20253. Confidential Attachment Audit Concluding Report4. Minutes of the Audit Committee meeting held on 13 November 2025	
Maps/Diagrams:		
Site:		
Lot Area:		

Purpose of Report

To present to Council the Audited Financial Report and Independent Auditor's Report for the year ended 30 June 2025.

Background

Council is required to accept the Audited Financial Report which will be included as part of the City of Rockingham (**City**) Annual Report.

Details

Independent Auditor's Report

The Auditor General has issued an unqualified or clean audit opinion on the City's Annual Financial Report for 30 June 2025. Refer to Attachment 1 for a copy of this document.

Annual Financial Report

Some of the key highlights of the Annual Financial Report for 2024/2025 are:

- The City has net assets of \$1.8 billion.
- Total operating revenue for the year was \$199 million.
- Total rate revenue for the year was \$113 million.
- Total operating expenditure for the year was \$191 million.
- The outstanding borrowings at year end was \$2.9 million
- \$2.6m increase in the landfill rehabilitation provision due to increases in unit costs and reassessment of the net present value of the provision at 30 June 2025.
- The closing surplus reported in the Rate Setting Statement for the year was \$65.5m. However, this amount includes unspent funds, outstanding commitments and funds received but restricted for specific purposes as of 30 June 2025. The impact of the surplus on the current budget will be analysed and presented to Council in conjunction with the first Budget Review for 2025/2026.

For a full copy of the Annual Financial Report refer to Attachment 2.

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

Nil

e. Financial

The Annual Financial Report presents historical information and therefore there is no budget implication. However, the adoption of the audited Annual Financial Report requires the current year budget to be amended for events and transactions that occurred at the end of 30 June 2025 that impact the judgement and estimates used to develop the 2025/2026 budget. This will occur as part of the first September Budget Review process.

f. Legal and Statutory

Section 6.4(1) and 6.4(2) of the *Local Government Act 1995 (Act)* requires a Local Government to prepare an Annual Financial Report for the preceding financial year which is to be presented in the manner and form prescribed.

Section 6.4(3) of the Act requires a Local Government to submit to its auditor the accounts balanced up to the last day of the preceding financial year, and to submit the Annual Financial Report by 30 September.

Section 7.9(1) of the Act requires an audit to be conducted to examine the accounts and Annual Financial Report submitted for audit; and to prepare a report thereon, which is required to be forwarded to the Mayor, Chief Executive Officer and the Minister for Local Government.

Regulation 10(1) of the *Local Government (Audit) Regulations 1996* requires the auditors to submit an audit report to the persons specified in section 7.9(1) of the Act within 30 days of completing the audit.

g. Risk

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

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

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

Nil

Comments

The City's Auditors have now completed the 2024/2025 Financial Audit and issued the Independent Auditor's Report.

The Auditors have raised no issues that required reporting to management during the course of the audit, which has resulted in no Management Letter being issued to the City for the 2024/2025 Financial Audit.

This item was presented to the Audit Committee on 13 November 2025 where it was supported without change.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ADOPTS** the:

1. Independent Auditor's Report, as detailed in Attachment 1.
2. Audited Financial Report for the year ended 30 June 2025, as detailed in Attachment 2.
3. Audit Concluding Report, as detailed in Confidential Attachment 3.

Audit Committee Recommendation

That Council **ADOPTS** the:

1. Independent Auditor's Report, as detailed in Attachment 1.
2. Audited Financial Report for the year ended 30 June 2025, as detailed in Attachment 2.
3. Audit Concluding Report, as detailed in Confidential Attachment 3.

Committee Voting – 4/0

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

Not Applicable

Implications of the Changes to the Officer's Recommendation

Not Applicable

Planning and Asset Services Committee

Planning and Development Services Statutory Planning Services



Report number / title:	PD-026/25	Scheme Amendment No.197 - Short Term Rental Accommodation (Final Adoption)
File number:	LUP/2272	
Applicant:		
Owner:		
Author:	Miss Nyah Cheater, Planning Officer	
Other Contributors:	Mr Mike Ross, Manager Statutory Planning	
Date of Committee meeting:	17 November 2025	
Previously before Council:	25 March 2025 (PD-006/25)	
Disclosure of Interest:		
Nature of Council's role:	Legislative	
Attachments:	1. Scheme Amendment No.197 Report 2. Schedule of Submissions	
Maps / Diagrams:		
Site:		
Lot Area:		
LA Zoning:		
MRS Zoning:		

Purpose of Report

To consider for Final Adoption, Scheme Amendment No.197 to the City of Rockingham (**City**) Town Planning Scheme No.2 (**TPS2**), to implement the State Government's planning reforms for Short-Term Rental Accommodation (**STRA**).

Note: This Report should be considered in conjunction with Agenda Item 'PD-027/25 - Proposed Local Planning Policy - 'Unhosted' Short-Term Rental Accommodation (Final Adoption)'.

Background

What is Short-Term Rental Accommodation?

STRA refers to the practice of renting property, or part of a property, to paying guests for cumulative stays of up to three (3) months (90 nights) in duration. This type of accommodation, which is usually booked through online platforms, is popular among travellers and visitors seeking temporary lodging for holidays, business trips or other short stays. STRA is either 'hosted' - where the host lives on the property during the short-term stay, or 'unhosted' - where guests have exclusive use of an entire dwelling, which could include a house, villa or apartment.

Changes to the Planning Framework

With the rising emergence of online booking platforms, there has been a lack of clarity on how STRA should be approached, including whether it should be a stand-alone 'land use class' for the purpose of statutory controls under Local (Town) Planning Schemes. This has led to inconsistency

between local government areas, as well as challenges in those areas where tourism accommodation and local housing issues require more strategic consideration.

In November 2023, the Western Australian Planning Commission (**WAPC**) released its '*Position Statement: Planning for Tourism and Short-Term Rental Accommodation*' (**Position Statement**), and associated Guidelines, which provides recommendations to better regulate STRA as a land use in the state planning system. Subsequently the WAPC released Planning Bulletin 115/2024 - Short Term Rental Accommodation (STRA) - Guidance for local government (**Planning Bulletin**).

The release of the Position Statement and Planning Bulletin complemented other whole-of-government reforms relating to STRA, responding to recommendations made in the 2019 parliamentary enquiry '*Levelling the Playing Field: Managing the impact of the rapid increase of short-term rentals in Western Australia*.' This included development of a state-wide registration scheme for STRA.

In September 2024, amendments to the '*Planning and Development (Local Planning Scheme) Regulations 2015*' (**LPS Regulations**) were introduced to support the implementation of the Position Statement. The amendments are listed as follows:

- New and revised 'general' and 'land use' definitions to ensure STRA is a dedicated land use class in Local Planning Schemes;
- A state-wide Development Approval Exemption for 'Hosted STRA';
- A 90-night (cumulative) Development Approval exemption for 'Unhosted STRA' within the Perth Metropolitan Region; and
- Revised tourism land uses that can be adopted into Local Planning Schemes.

STRA Register

In July 2024, the state-wide STRA Register (**the Register**) came into effect to gather information on the STRA sector in Western Australia (**WA**), in accordance with the '*Short-Term Rental Accommodation Act 2024*.' As of 1 January 2025, it was a mandatory requirement that all STRA operating within WA must be recorded on the Register. Any residential premises used for STRA that is not registered with the State Government may be subject to significant penalties, including fines of up to \$20,000.

As part of the registration process, the STRA provider must indicate if Development Approval has been obtained. STRA owners must comply with all existing local planning laws, which may include the requirement for Development Approval. Failure to obtain Development Approval, where it is required, may result in cancellation or suspension of a property's STRA registration.

At the time of writing this report, a total of 274 properties within the City are registered on the Register, representing an overall reduction in the number of registered STRA premises since March 2025. The City notes that a number of registrations have been cancelled by operators/owners during this period.

Of these 274 properties, the City notes the following:

- 73 properties are registered as Hosted STRA and are therefore exempt from the requirement to obtain Development Approval;
- 201 properties are registered as Unhosted STRA, of which:
 - 67 are operating in accordance with the 90-night exemption applicable to the Perth Metropolitan Region;
 - 100 have obtained Development Approval from the City to operate for more than 90 nights;
 - 11 have lodged Development Applications with the City to operate for more than 90 nights, which are currently under assessment; and
 - 23 have not obtained Development Approval and have operated for more than 90 nights. These properties will be investigated by the City to ensure that the relevant approvals are obtained.

Scheme Amendment Initiation

In March 2025, Council resolved to initiate Scheme Amendment No.197 to TPS2 to amend Table No.1 - Zoning Table and introduce new STRA terms and new land use permissibility in various zones and other associated changes.

In June 2025, the Western Australian Planning Commission (**WAPC**) granted approval to the City to publicly advertise Scheme Amendment No.197 as a 'Standard' Amendment, in accordance with Regulation 47 of the LPS Regulations.

This Report has been prepared following the conclusion of the public consultation period for Amendment No.197, while noting the reason for the delay in this Report being considered by Council was due to the newly imposed Local Government caretaker period.

Details

Scheme Amendment No.197 seeks to amend TPS2 to complement and align with new 'deemed' STRA land uses and 'model' STRA land use classes, consistent with the amended LPS Regulations. Further detail of the proposed Scheme Amendment can be found within PD-006/25 of the minutes for Council meeting in March 2025.

Implications to Consider

a. Consultation with the Community

The Scheme Amendment was considered as a 'Standard' Amendment and was advertised in accordance with the LPS Regulations for a duration of 44 days, commencing on Monday 21 July 2025 and concluding on Wednesday 3 September 2025.

Public advertising was carried out in the following manner:

- A notice was published in the Sound Telegraph on 23 July 2025;
- Copies of the Scheme Amendment and supporting documentation were made available for inspection at the City's Administration Offices and on the City's website; and
- All owners of registered STRA premises were notified of the Scheme Amendment in writing.

At the close of the public advertising period, one (1) submission had been received in objection, as shown below:

Submission
<i>"Objection. The guest number restriction is not fair either to the hosts and guests. For big families, they have rights to choose a house as their accommodation for holiday."</i>
<p><u>City's Comment:</u> Occupancy numbers are determined through two planning mechanisms, as follows:</p> <ul style="list-style-type: none">(a) Amendment 197 to the City's TPS2, which seeks to introduce the definition of 'Unhosted STRA', which includes a maximum threshold of 12 people per night consistent with the LPS Regulations; and(b) Proposed LPP - 'Unhosted' STRA which includes criterion on guest numbers based on the number and size of bedrooms to avoid overcrowding, and the availability of on-site car parking. <p>In this regard, Planning Bulletin 115/2024 (18 September 2024) issued by the WAPC states that the City has the flexibility to condition occupancy numbers for 'Unhosted STRA' through Development Approvals, should the maximum of 12 persons be considered inappropriate in relation to the size of the dwelling. It refers to LPPs providing guidance on when and how occupancy numbers may be assessed and conditioned.</p>
<p>The City considers that the proposed measures on occupancy numbers through the new 'Unhosted STRA' land use definition and the draft LPP - 'Unhosted' STRA are both necessary and reasonable to ensure the scale and intensity of STRA is appropriate to the local context, and complies with the relevant health and planning legislation.</p>

b. Consultation with Government Agencies

The City considered that consultation with the Environmental Protection Authority (EPA) is not required as an exemption exists in accordance with Clause 33C(2)(c) of the *Environmental Protection Amendment Regulations 2024*, which states:

"an amendment to make the planning scheme consistent with the model provisions set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 1."

The WAPC has confirmed in writing that Amendment No.197 is exempt from requiring referral to the EPA for comment.

c. Strategic

Community Plan

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

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

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

d. Policy

Draft Local Planning Policy (LPP) - Unhosted Short-Term Rental Accommodation

In conjunction with this Scheme Amendment, the City has prepared a draft LPP to guide the location, design and operation of 'Unhosted STRA' within the City of Rockingham. The draft LPP seeks to ensure that such developments are appropriately planned and managed to achieve compatibility within the surrounding context, while safeguarding the amenity, character and functionality of the surrounding area.

The aim of the LPP is to provide guidance on the preferred locations and to outline the Policy measures to be applied to Applications seeking Development Approval for 'Unhosted STRA'. The draft LPP was advertised simultaneously with Scheme Amendment No.197. Further information on the draft LPP can be reviewed within Agenda Item PD-027/25.

e. Financial

Nil

f. Legal and Statutory

Planning and Development (Local Planning Schemes) Regulations 2015

The procedures for dealing with proposals to amend TPS2, as per the *Planning and Development Act 2005*, are set out in the LPS Regulations.

Regulation 50 provides that:

"(2) *The local government –*

(a) *must consider all submissions in relation to a proposed standard amendment to a local planning scheme lodged with the local government within the submission period; and*

(b) *may at the discretion of the local government, consider submissions in relation to the proposed amendment lodged after the end of the submission period but before the end of the consideration period.*

(3) *Before the end of the consideration period for a proposed standard amendment to a local planning scheme, or a later date approved by the Commission, the local government must pass a resolution –*

(a) *to support the proposed amendment without modification; or*

(b) *to support the proposed amendment with proposed modifications to address issues raised in the submissions; or*

(c) *not to support the proposed amendment.*

- (4) *If no submissions have been received within the submission period, the resolution referred to in subregulation (3) must be passed as soon as is reasonably practicable after the end of the submission period.”*

As one submission was received during the public advertising period, Amendment No.197 has been put to Council for a resolution under Regulation 50(3) at the earliest possible convenience, following the conclusion of the Local Government election caretaker period.

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 proposed Scheme Amendment involves the introduction of new land use classes, associated with STRA, the deletion of various land uses and modification to the general definitions for existing land uses within TPS2. Scheme Amendment No.197 will bring TPS2 into consistency with the amended LPS Regulations and the WAPC's Position Statement. One (1) submission was received during the public consultation period and no changes to the Scheme Amendment are proposed in response.

It is recommended that Council adopt Scheme Amendment No.197 for Final Approval. Should Council proceed to adopt Scheme Amendment No.197, the final approval from the Minister for Planning is required following which the Scheme Amendment will be gazetted.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **SUPPORTS**, for Final Approval, Scheme Amendment No.197 to Town Planning Scheme No.2, without modification, as follows:

1. Amend Table No.1: Zoning Table as follows:
 - (a) Delete reference to the following land uses:
 - 'Bed and Breakfast'
 - 'Holiday Accommodation'
 - 'Holiday House'
 - 'Motel'
 - 'Serviced Apartment'
 - 'Tourist Development'
 - (b) Insert in alphabetical order the following land uses:
 - 'Hosted Short-Term Rental Accommodation' with the following land use permissibility:
 - Residential - P
 - District Town Centre - P
 - Commercial - P
 - Special Commercial - X
 - Service Commercial - X
 - Port Kennedy Business Enterprise - X
 - Light Industry - X
 - General Industry - X
 - Special Industry - X

- Rural - P
 - Community Purposes - X
 - 'Tourist and Visitor Accommodation' with the following land use permissibility:
 - Residential - X
 - District Town Centre - A
 - Commercial - A
 - Special Commercial - X
 - Service Commercial - X
 - Port Kennedy Business Enterprise - X
 - Light Industry - X
 - General Industry - X
 - Special Industry - X
 - Rural - A
 - Community Purposes - X
 - 'Unhosted Short-Term Rental Accommodation' with the following land use permissibility:
 - Residential - D
 - District Town Centre - D
 - Commercial - D
 - Special Commercial - X
 - Service Commercial - X
 - Port Kennedy Business Enterprise - X
 - Light Industry - X
 - General Industry - X
 - Special Industry - X
 - Rural - D
 - Community Purposes - X
2. Amend Table 1(a): Rockingham Strategic Centre Zoning Table as follows:
- (a) Delete reference to the following land uses:
 - 'Bed and Breakfast'
 - 'Holiday Accommodation'
 - 'Holiday House'
 - 'Motel'
 - 'Serviced Apartment'
 - (b) Insert in alphabetical order the following land uses:
 - 'Hosted Short-Term Rental Accommodation' with the following land use permissibility:
 - Mixed Use - P
 - Commercial - P
 - Residential - P
 - Private Club, Institutions and Place of Worship - X
 - Service Commercial - X
 - 'Unhosted Short-Term Rental Accommodation' with the following land use permissibility:
 - Mixed Use - D
 - Commercial - D
 - Residential - D
 - Private Club, Institutions and Place of Worship - X

- Service Commercial - X
 - 'Tourist and Visitor Accommodation' with the following land use permissibility:
 - Mixed Use - D
 - Commercial - A
 - Residential - A
 - Private Club, Institutions and Place of Worship - X
 - Service Commercial - X
3. Amend 'Table No.4 Car Parking Table*' as follows:
- (a) Delete reference to the following land uses:
 - 'Holiday Accommodation'
 - (b) Insert in alphabetical order the following land use and minimum car parking requirement:
 - 'Tourist and Visitor Accommodation' - 1 bay per 4 persons the Accommodation is designed to accommodate, plus 1 bay per employee.
4. Amend 'Table No.5 Minimum Requirements and Maximum Allowances - District Town Centre Zone' as follows:
- (a) Delete reference to the following land uses:
 - 'Motel'
 - 'Holiday Accommodation'
 - (b) Insert in alphabetical order the following land use and minimum car parking requirement:
 - 'Tourist and Visitor Accommodation' - 1 bay per 4 persons the Accommodation is designed to accommodate, plus 1 bay per employee.
5. Amend Schedule A, Clause 61(9)(g) to replace all reference to 'Short Stay Accommodation' to 'Short-Term Rental Accommodation';
6. Amend Schedule No.1 - Clause 1 General Interpretations, as follows:
- (a) Amend the definition for 'Cabin' to:

"means a building that -

 - (a) *is an individual unit other than a chalet; and*
 - (b) *forms part of -*
 - (i) *tourist and visitor accommodation; or*
 - (ii) *a caravan park; and*
 - (c) *if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period."*
 - (b) Amend the definition for 'Chalet' to:

"means a building that —

 - (a) *is a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and*
 - (b) *forms part of -*
 - (i) *tourist and visitor accommodation; or*
 - (ii) *a caravan park;*
 - (c) *and if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period."*

- (c) Amend the term and definition for 'Short-Term Accommodation' to:
- 'Short-Term Rental Accommodation':
- "(a) means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but*
 - (b) does not include a dwelling that is, or is part of, any of the following —*
 - (i) an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1);*
 - (ii) a caravan park;*
 - (iii) a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);*
 - (iv) a park home park;*
 - (v) a retirement village as defined in the Retirement Villages Act 1992 section 3(1);*
 - (vi) workforce accommodation."*
7. Amend Schedule No.1 - Clause 2 Land Use Interpretations, as follows:
- (a) Delete the following land uses:
- 'Bed and Breakfast'
 - 'Holiday Accommodation'
 - 'Holiday House'
 - 'Motel'
 - 'Serviced Apartment'
 - 'Tourist Development'
- (b) Insert in alphabetical order the following new land uses:
- 'Hosted Short-Term Rental Accommodation':
- "means any of the following —*
 - (a) short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement;*
 - (b) short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement;*
 - (c) short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement."*
- 'Tourist and Visitor Accommodation':
- (a) means a building, or a group of buildings forming a complex, that —*
 - (i) is wholly managed by a single person or body; and*

- (ii) *is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period; and*
 - (iii) *may include on-site services and facilities for use by guests; and*
 - (iv) *in the case of a single building — contains more than 1 separate accommodation unit or is capable of accommodating more than 12 people per night; and*
- (b) *includes a building, or complex of buildings, meeting the criteria in paragraph (a) that is used for self-contained serviced apartments that are regularly serviced or cleaned during the period of a guest's stay by the owner or manager of the apartment or an agent of the owner or manager; but*
- (c) *does not include any of the following —*
- (i) *an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1);*
 - (ii) *a caravan park;*
 - (iii) *hosted short-term rental accommodation;*
 - (iv) *a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);*
 - (v) *a park home park;*
 - (vi) *a retirement village as defined in the Retirement Villages Act 1992 section 3(1);*
 - (vii) *a road house;*
 - (viii) *workforce accommodation."*

'Unhosted Short-Term

Rental Accommodation':

- "means short-term rental accommodation that —*
- (a) *is not hosted short-term rental accommodation; and*
 - (b) *accommodates a maximum of 12 people per night."*

8. Amend Schedule No.4 - Special Rural Zones, as follows:

(a) Delete all references to the following land uses:

- 'Bed and Breakfast'
- 'Holiday House'

(b) Insert in alphabetical order the following land uses and permissibility, under Clause 3 of Planning Units 2, 3, 4, 5, 6 and 7:

- 'Hosted Short-Term Rental Accommodation' - P
- 'Unhosted Short-Term Rental Accommodation' - D

9. Amend Schedule No.5 - Special Residential Zones, as follows:

(a) Delete reference to the following land uses:

- 'Bed and Breakfast'
- 'Holiday House'

- (b) Insert in alphabetical order the following land uses and permissibility, under Clause 3 of Planning Units 3 and 4:
 - 'Hosted Short-Term Rental Accommodation' - P
 - 'Unhosted Short-Term Rental Accommodation' - D
- (c) Insert in alphabetical order the following land uses and permissibility, under Clause 2 of the 'Warnbro Dunes':
 - 'Hosted Short-Term Rental Accommodation' - P
 - 'Unhosted Short-Term Rental Accommodation' - D

Committee Recommendation

That Council **SUPPORTS**, for Final Approval, Scheme Amendment No.197 to Town Planning Scheme No.2, without modification, as follows:

1. Amend Table No.1: Zoning Table as follows:
 - (a) Delete reference to the following land uses:
 - 'Bed and Breakfast'
 - 'Holiday Accommodation'
 - 'Holiday House'
 - 'Motel'
 - 'Serviced Apartment'
 - 'Tourist Development'
 - (b) Insert in alphabetical order the following land uses:
 - 'Hosted Short-Term Rental Accommodation' with the following land use permissibility:
 - Residential - P
 - District Town Centre - P
 - Commercial - P
 - Special Commercial - X
 - Service Commercial - X
 - Port Kennedy Business Enterprise - X
 - Light Industry - X
 - General Industry - X
 - Special Industry - X
 - Rural - P
 - Community Purposes - X
 - 'Tourist and Visitor Accommodation' with the following land use permissibility:
 - Residential - X
 - District Town Centre - A
 - Commercial - A
 - Special Commercial - X
 - Service Commercial - X
 - Port Kennedy Business Enterprise - X
 - Light Industry - X
 - General Industry - X
 - Special Industry - X
 - Rural - A
 - Community Purposes - X

- 'Unhosted Short-Term Rental Accommodation' with the following land use permissibility:
 - Residential - D
 - District Town Centre - D
 - Commercial - D
 - Special Commercial - X
 - Service Commercial - X
 - Port Kennedy Business Enterprise - X
 - Light Industry - X
 - General Industry - X
 - Special Industry - X
 - Rural - D
 - Community Purposes - X
2. Amend Table 1(a): Rockingham Strategic Centre Zoning Table as follows:
- (a) Delete reference to the following land uses:
 - 'Bed and Breakfast'
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 - 'Holiday House'
 - 'Motel'
 - 'Serviced Apartment'
 - (b) Insert in alphabetical order the following land uses:
 - 'Hosted Short-Term Rental Accommodation' with the following land use permissibility:
 - Mixed Use - P
 - Commercial - P
 - Residential - P
 - Private Club, Institutions and Place of Worship - X
 - Service Commercial - X
 - 'Unhosted Short-Term Rental Accommodation' with the following land use permissibility:
 - Mixed Use - D
 - Commercial - D
 - Residential - D
 - Private Club, Institutions and Place of Worship - X
 - Service Commercial - X
 - 'Tourist and Visitor Accommodation' with the following land use permissibility:
 - Mixed Use - D
 - Commercial - A
 - Residential - A
 - Private Club, Institutions and Place of Worship - X
 - Service Commercial - X
3. Amend 'Table No.4 Car Parking Table*' as follows:
- (a) Delete reference to the following land uses:
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 - (b) Insert in alphabetical order the following land use and minimum car parking requirement:
 - 'Tourist and Visitor Accommodation' - 1 bay per 4 persons the Accommodation is designed to accommodate, plus 1 bay per employee.

4. Amend 'Table No.5 Minimum Requirements and Maximum Allowances - District Town Centre Zone' as follows:
 - (a) Delete reference to the following land uses:
 - 'Motel'
 - 'Holiday Accommodation'
 - (b) Insert in alphabetical order the following land use and minimum car parking requirement:
 - 'Tourist and Visitor Accommodation' - 1 bay per 4 persons the Accommodation is designed to accommodate, plus 1 bay per employee.
5. Amend Schedule A, Clause 61(9)(g) to replace all reference to 'Short Stay Accommodation' to 'Short-Term Rental Accommodation';
6. Amend Schedule No.1 - Clause 1 General Interpretations, as follows:
 - (a) Amend the definition for 'Cabin' to:

"means a building that -

 - (a) *is an individual unit other than a chalet; and*
 - (b) *forms part of -*
 - (i) *tourist and visitor accommodation; or*
 - (ii) *a caravan park; and*
 - (c) *if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period."*
 - (b) Amend the definition for 'Chalet' to:

"means a building that —

 - (a) *is a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and*
 - (b) *forms part of -*
 - (i) *tourist and visitor accommodation; or*
 - (ii) *a caravan park;*
 - (c) *and if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period."*
 - (c) Amend the term and definition for 'Short-Term Accommodation' to:

'Short-Term Rental Accommodation':

 - (a) *means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but*
 - (b) *does not include a dwelling that is, or is part of, any of the following —*
 - (i) *an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1);*
 - (ii) *a caravan park;*
 - (iii) *a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);*
 - (iv) *a park home park;*
 - (v) *a retirement village as defined in the Retirement Villages Act 1992 section 3(1);*
 - (vi) *workforce accommodation."*

7. Amend Schedule No.1 - Clause 2 Land Use Interpretations, as follows:

(a) Delete the following land uses:

- 'Bed and Breakfast'
- 'Holiday Accommodation'
- 'Holiday House'
- 'Motel'
- 'Serviced Apartment'
- 'Tourist Development'

(b) Insert in alphabetical order the following new land uses:

'Hosted Short-Term Rental

Accommodation':

"means any of the following —

- (a) *short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement;*
- (b) *short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement;*
- (c) *short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement."*

'Tourist and Visitor

Accommodation':

- (a) *means a building, or a group of buildings forming a complex, that —*
 - (i) *is wholly managed by a single person or body; and*
 - (ii) *is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period; and*
 - (iii) *may include on-site services and facilities for use by guests; and*
 - (iv) *in the case of a single building — contains more than 1 separate accommodation unit or is capable of accommodating more than 12 people per night; and*
- (b) *includes a building, or complex of buildings, meeting the criteria in paragraph (a) that is used for self-contained serviced apartments that are regularly serviced or cleaned during the period of a guest's stay by the owner or manager of the apartment or an agent of the owner or manager; but*

- (c) *does not include any of the following —*
- (i) *an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1);*
 - (ii) *a caravan park;*
 - (iii) *hosted short-term rental accommodation;*
 - (iv) *a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);*
 - (v) *a park home park;*
 - (vi) *a retirement village as defined in the Retirement Villages Act 1992 section 3(1);*
 - (vii) *a road house;*
 - (viii) *workforce accommodation."*

'Unhosted Short-Term

Rental Accommodation':

"means short-term rental accommodation that —

- (a) *is not hosted short-term rental accommodation;*
and
- (b) *accommodates a maximum of 12 people per night."*

8. Amend Schedule No.4 - Special Rural Zones, as follows:

(a) Delete all references to the following land uses:

- 'Bed and Breakfast'
- 'Holiday House'

(b) Insert in alphabetical order the following land uses and permissibility, under Clause 3 of Planning Units 2, 3, 4, 5, 6 and 7:

- 'Hosted Short-Term Rental Accommodation' - P
- 'Unhosted Short-Term Rental Accommodation' - D

9. Amend Schedule No.5 - Special Residential Zones, as follows:

(a) Delete reference to the following land uses:

- 'Bed and Breakfast'
- 'Holiday House'

(b) Insert in alphabetical order the following land uses and permissibility, under Clause 3 of Planning Units 3 and 4:

- 'Hosted Short-Term Rental Accommodation' - P
- 'Unhosted Short-Term Rental Accommodation' - D

(c) Insert in alphabetical order the following land uses and permissibility, under Clause 2 of the 'Warnbro Dunes':

- 'Hosted Short-Term Rental Accommodation' - P
- 'Unhosted Short-Term Rental Accommodation' - D

Committee Voting (Carried) - 5/1

Council Members voting for the motion:

Mayor Buchan

Cr Jecks

Cr Hudson

Cr Mbanjo

Cr Jones

Council Members voting against the motion:

Cr Rudman

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

Not Applicable

Planning and Development Services Statutory Planning Services



Report number / title:	PD-027/25	Proposed Local Planning Policy - 'Unhosted' Short-Term Rental Accommodation (Final Adoption)
File number:	LUP/2275	
Applicant:	City of Rockingham	
Owner:		
Author:	Miss Nyah Cheater, Planning Officer	
Other Contributors:	Mr Mike Ross, Manager Statutory Planning	
Date of Committee meeting:	17 November 2025	
Previously before Council:	25 March 2025 (PD-007/25)	
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:	<ol style="list-style-type: none"> 1. Schedule of Submissions 2. Proposed Local Planning Policy - 'Unhosted' Short-Term Rental Accommodation 	
Maps / Diagrams:	<ol style="list-style-type: none"> 1. Approval and Registration Steps (Hosted and Unhosted STRA) 2. Current Unhosted STRA Registrations Across the City of Rockingham 	
Site:		
Lot Area:		
LA Zoning:		
MRS Zoning:		

Purpose of Report

To consider adopting a new Local Planning Policy for 'Unhosted' Short-Term Rental Accommodation, following community consultation.

Note: This Report should be considered in conjunction with Agenda Item 'PD-026/25 - Proposed Scheme Amendment No.197 - Short-Term Rental Accommodation (Final Adoption)'.

Background

STRA Register

Short-Term Rental Accommodation (**STRA**) refers to the practice of renting out a property (or part of a property) for a relatively short period of time, usually on a nightly or weekly basis.

The outcomes of a Parliamentary inquiry into 'Short-Stay Accommodation' across WA, was tabled in the Legislative Assembly on 26 September 2019.

The Committee report was titled: "*Levelling the Playing Field Managing the impact of the rapid increase of Short-Term Rentals in Western Australia*", which included two (2) significant recommendations to the WA Government, as follows:

- Finding No.28 - The Committee report referred to widespread agreement that Unhosted and Hosted STRA should be 'registered'. The Committee recommended a 'light touch' registration scheme that was intended to have minimal cost and information provision obligations. Its aim was to collect information, rather than address the many local issues raised in the inquiry.
- Finding No.21 - The Committee report recommended the inclusion of land use definitions in the model provisions in the *Planning and Development (Local Planning Schemes) Regulations 2015 (LPS Regulations)* to encourage the consistent treatment of Short-Term Rentals throughout Western Australia, while retaining the ability of local governments to adjust their policy responses to local contexts.

The 'STRA Register' initiative was supported by the WA Government and applies through the *Short-Term Rental Accommodation Act 2024*. The purpose of the STRA Register is to ensure operators comply with regulatory requirements and to provide accurate data to support the monitoring and management of the STRA sector. The Register also assists in informing planning decisions and assessing potential impacts on local amenity, thereby enabling a clearer understanding of the sector to guide future policy and decision making.

The STRA Register is administered separately from the planning requirements listed below, by the Department of Energy, Mines, Industry Regulation and Safety (**DEMIRS**). From 1 January 2025, it was a mandatory requirement that all STRA operating within WA must be registered with the State Government.

STRA Regulations

With the rising emergence of online booking platforms, there has been a lack of clarity on how STRA should be approached, including whether it should be a stand-alone 'land use class' for the purpose of statutory controls under Local (Town) Planning Schemes. This has led to inconsistency between local government areas as well as challenges in those areas where tourism accommodation and local housing issues require more strategic consideration.

In November 2023, the Western Australian Planning Commission (**WAPC**) released its '*Position Statement: Planning for Tourism and Short-Term Rental Accommodation*' (**Position Statement**), and associated Guidelines, which provides recommendations to better regulate STRA as a land use in the state planning system. Subsequently, the WAPC released Planning Bulletin 115/2024 - Short-Term Rental Accommodation (STRA) - Guidance for local government (**Planning Bulletin**).

In September 2024, the LPS Regulations were amended to introduce new and revised land uses and definitions for STRA, as well as associated exemptions from the requirement to obtain Development Approval.

The LPS Regulations include:

- A state-wide exemption for 'Hosted STRA' requiring Development Approval, where the host resides in the primary or ancillary dwelling (e.g. 'Bed and Breakfast Accommodation');
- New Development Approval exemptions for 'Unhosted STRA', where the owner does not intend to rent their property out for more than 90 nights within a 12-month period;
- New and revised 'general' and 'land use' definitions to ensure STRA is a dedicated land use in Local Planning Schemes; and
- Revised tourism related 'land uses' that can be adopted into Local Planning Schemes.

The City of Rockingham (**City**) Town Planning Scheme No.2 (**TPS2**) needs to be amended to align with new 'deemed' land use classes for STRA as soon as possible, to allow Development Approvals to be obtained by 1 January 2026. Refer to Agenda Item 'PD-026/25 Scheme Amendment No.197-Short-Term Rental Accommodation (Final Adoption)'.

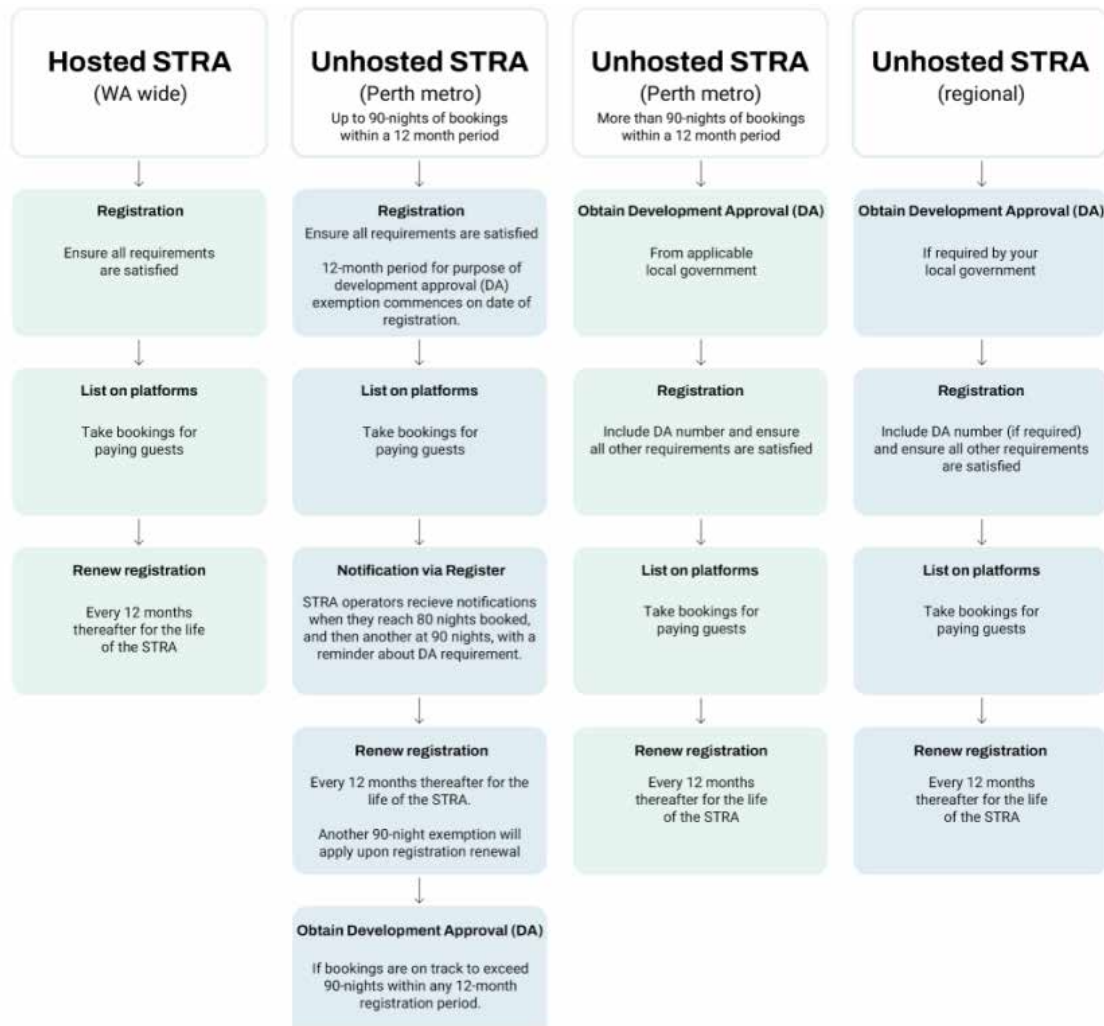
Most notably, the following new land use definition applies:

"un-hosted short-term rental accommodation means short-term rental accommodation that-

- (a) *is not hosted short-term rental accommodation; and*
- (b) *accommodates a maximum of 12 people per night."*

The Planning Bulletin encourages local governments to update or prepare Local Planning Policies concurrently with Scheme Amendments, to ensure alignment with the amended LPS Regulations, as well as the WAPC Position Statement and Guidelines for Tourism and STRA. The subject draft LPP has been prepared by the City in response to the State Government’s directive as a guide for applicants seeking to establish ‘Unhosted STRA’ proposals within the City.

Figure 1 below outlines the scenarios whereby Registration and Development Approval is required for ‘Hosted STRA’ and ‘Unhosted STRA’.



1. Approval and Registration Steps (Hosted and Unhosted STRA)

State of Play - City of Rockingham

At the time of writing this report, a total of 274 properties within the City of Rockingham are listed on the State Government's STRA Registrar, representing an overall reduction in the number of registered STRA premises since March 2025. The City notes that a number of registrations have been cancelled by Operators/Owners during this period.

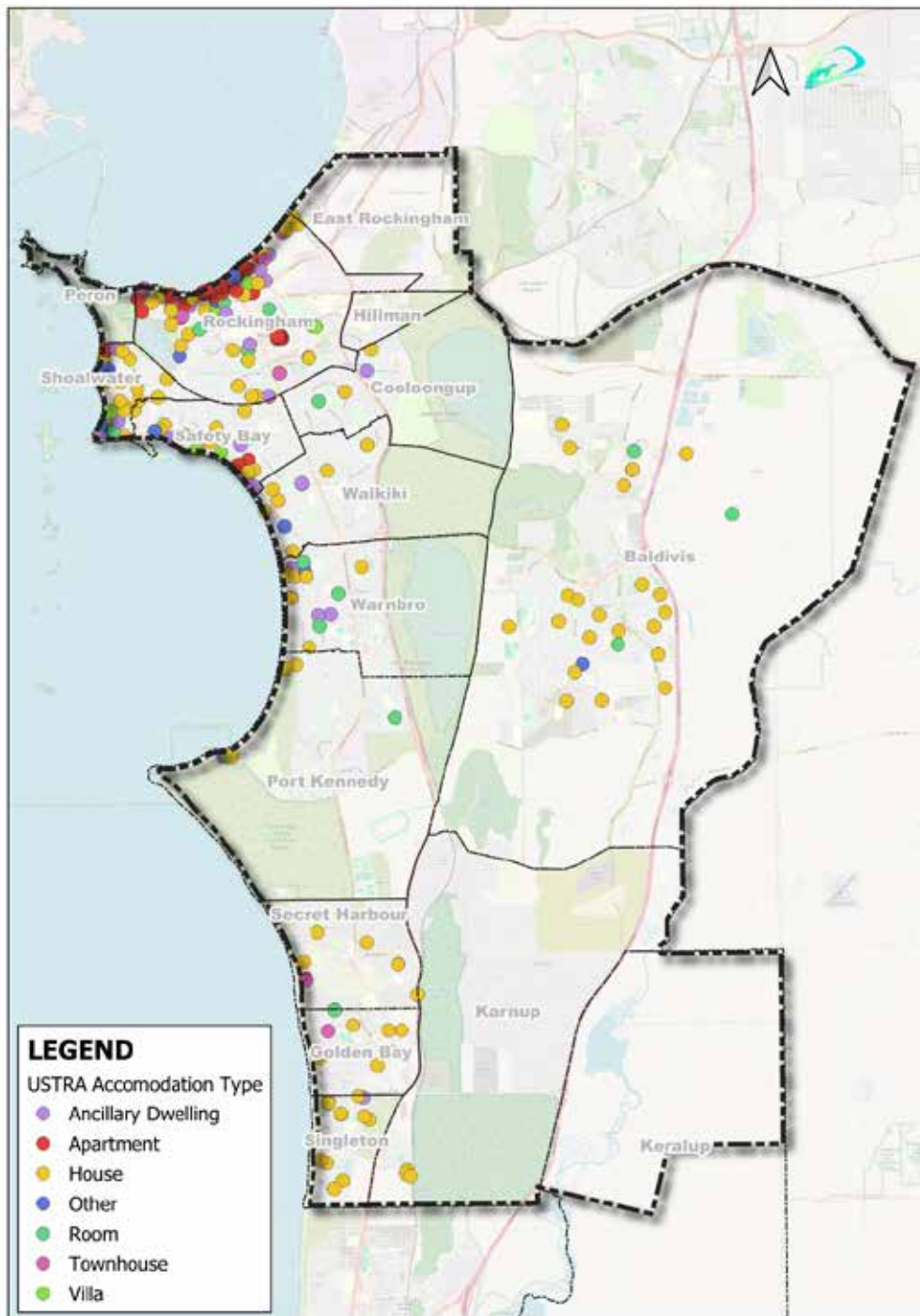
Of these 274 properties, the City notes the following:

- 73 properties are registered as Hosted STRA and are therefore exempt from the requirement to obtain Development Approval;
- 201 properties are registered as Unhosted STRA, of which:
 - 67 are operating in accordance with the 90-night exemption applicable to the Perth Metropolitan Region;
 - 100 have obtained Development Approval from the City to operate for more than 90 nights;

- 11 have lodged Development Applications with the City to operate for more than 90 nights, which are currently under assessment; and
- 23 have not obtained Development Approval and have operated for more than 90 nights. These properties will be investigated by the City to ensure that the relevant approvals are obtained.

As noted earlier, the STRA Register is administered by DEMIRS. The City is notified by DEMIRS when any new registrations are made. The STRA Register allows the public to check if a property has an approval from the relevant local government.

Within the City, over half of all 'Unhosted STRA' is taking place in apartments located within the 'Waterfront Village' sub-precinct of the 'Rockingham Strategic Centre Zone' (i.e. Rockingham Foreshore), as shown in Figure 2 below.



2. Current Unhosted STRA Registrations across the City of Rockingham

Draft WA Planning Manual - Local Planning Policies

In July 2025, the WAPC released for comment the 'WA Planning Manual' as part of the State Government's 2019 Action Plan for Planning Reform. The draft Local Planning Policy chapter was previously consulted on from 14 October to 6 December 2024 and was updated in response to submissions received to ensure consistency with changes proposed by the *Planning and Development Regulations Amendment (Review of Planning Instruments) Regulations 2025 (Amendment Regulations)*.

The purpose of the document is to provide information on the preparation, implementation, review, amendment and revocation of LPPs to improve consistency and legibility across Local Government, as follows:

- LPPs being prepared in a standard manner and form, with a LPP template being prepared to assist Local Governments when preparing, reviewing and amending local planning policies; and
- LPPs with a maximum five-year 'lifespan' are proposed to be introduced into the LPS Regulations. These regulatory changes are now being introduced through the Amendment Regulations.

Proposed LPP - 'Unhosted' STRA

In March 2025, the draft LPP - 'Unhosted' STRA was adopted by Council for the purposes of public advertising. At the same meeting, Council resolved to revoke the previous *Local Planning Policy 3.3.2 - Bed and Breakfast Accommodation* in favour of the new draft LPP - 'Unhosted' STRA.

This Report has been prepared following the conclusion of the public consultation period for the draft LPP, while noting the reason for the delay in this Report being considered by Council was due to the newly imposed Local Government caretaker period.

Details

The purpose of the draft LPP - 'Unhosted' STRA is to establish criteria that will assist the City in determining applications for Development Approval for 'Unhosted STRA' and provide guidance to applicants. The main elements of the draft LPP are summarised as follows:

- Applies to 'Unhosted STRA', not 'Hosted STRA' or other temporary accommodation types such as house-sitting;
- Includes locational criteria for where 'Unhosted STRA' are preferred, however, other locations will be considered provided all other policy requirements can be satisfied;
- Includes measures to control the scale and impact of 'Unhosted STRA' through occupancy limits, having regard to City's *Health Local Law 1996 (Health LL)*, to prevent overcrowding and car parking requirements; and
- The LPP has been aligned with the WAPC's draft *WA Planning Manual - Local Planning Policies* ('model policy template').

Other key provisions of the draft LPP also address the need for bushfire evacuation plans in bushfire prone areas, a time-limited approval framework where adverse impacts to neighbours may occur, and requirements for House Management Plans and a Code of Conduct for guests. These measures under the draft LPP aim to balance tourism opportunities with residential amenity.

Further detail on the draft LPP's provisions can be found within PDS-007/25 of the minutes for the Council meeting in March 2025.

Implications to Consider

a. Consultation with the Community

The draft LPP 'Unhosted' STRA was advertised in accordance with the LPS Regulations in parallel with Scheme Amendment No.197, for a duration of 44 days. Advertising commenced on 21 July 2025 and concluded on 3 September 2025.

Public advertising was carried out in the following manner:

- A notice was published in the Sound Telegraph on 23 July 2025;

f. Legal and Statutory

Planning and Development (Local Planning Schemes) Regulations 2015 (LPS Regulations)

Clause 4 of Schedule 2, Division 2 under the LPS Regulations provides that:

- “(1) If the local government resolves to prepare a local planning policy the local government must, unless the Commission otherwise agrees, advertise the proposed policy as follows —*
- (a) publish in accordance with clause 87 the proposed policy and a notice giving details of —*
 - (i) the subject and nature of the proposed policy; and*
 - (ii) the objectives of the proposed policy; and*
 - (iii) how the proposed policy is made available to the public in accordance with clause 87; and*
 - (iv) the manner and form in which submissions may be made; and*
 - (v) the period for making submissions and the last day of that period;*
 - (b) if, in the opinion of the local government, the policy is inconsistent with any State planning policy, give notice of the proposed policy to the Commission;*
 - (c) give notice of the proposed policy in any other way and carry out any other consultation the local government considers appropriate. (2) The period for making submissions specified in a notice under subclause (1)(a)(v) must not be less than the period of 21 days after the day on which the notice is first published under subclause (1)(a).*
- (3) After the expiry of the period within which submissions may be made, the local government must —*
- (a) review the proposed policy in the light of any submissions made; and*
 - (b) resolve to —*
 - (i) proceed with the policy without modification; or*
 - (ii) proceed with the policy with modification; or*
 - (iii) not to proceed with the policy.*
- (4) If the local government resolves to proceed with the policy, the local government must publish notice of the policy in accordance with clause 87.”*

If the Council resolves to adopt the proposed LPP, a notice of the LPP will be published in accordance with Clause 87 of the LPS Regulations.

Clause 67(2)(b) of Schedule 2, Part 9 allows the local government to have due regard to the requirements of orderly and proper planning for a proposed planning instruments such as a Local Planning Policy that the local government is seriously considering adopting or approving. Accordingly, as the draft LPP has been publicly advertised and is currently being considered by Council for adoption, the City may have due regard to the draft LPP in the assessment of Unhosted STRA Development Applications.

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 proposed LPP - ‘Unhosted’ STRA has been prepared in response to changes to the planning framework and aims to provide clear and consistent guidance for the assessment of ‘Unhosted STRA’ proposals within the City of Rockingham. The LPP aligns with the amended LPS Regulations, the WAPC’s Position Statement and Guidelines, and supports the implementation of Scheme Amendment No.197.

Following community consultation, one (1) submission was received, and no changes in response to submissions are recommended to the proposed LPP. Minor changes, however, to the 'document control table' are proposed in accordance with the draft WA Planning Manual - LPPs.

In this regard, the proposed Local Planning Policy - 'Unhosted' Short-Term Rental Accommodation; cannot be adopted until such time as Scheme Amendment No.197 is granted Final Approval by the Hon Minister for Planning.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ADOPTS** Local Planning Policy – 'Unhosted' Short-Term Rental Accommodation including minor changes (**in red bold text**), subject to Scheme Amendment No.197 to the City's Town Planning Scheme No.2 being gazetted following Final Approval by the Minister for Planning, as follows:

LOCAL PLANNING POLICY - 'UNHOSTED' SHORT-TERM RENTAL ACCOMMODATION

1.0 Citation

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This Policy may be cited as Local Planning Policy - Unhosted Short-term Rental Accommodation (**LPP**).

2.0 Introduction

The City of Rockingham (City) recognises that 'Unhosted Short-term Rental Accommodation' (STRA) has been the subject of whole-of-government reforms, which responded to recommendations made in the 2019 parliamentary inquiry *Levelling the Playing Field: Managing the impact of the rapid increase of short-term rentals in Western Australia*.

Information relating to the full suite of reforms, including the state-wide STRA Register and Incentive Scheme administered by the Department of Energy, Mines, Industry Regulation and Safety (**DEMIRS**) can be accessed on the DEMIRS website.

The operators of 'Unhosted STRA', while not residing on the property, must still protect the health and wellbeing of STRA occupants while also maintaining the amenity and character of the area in which 'Unhosted STRA' is located. This LPP sets the City's expectation for how applications for Development Approval will be considered under the City of Rockingham Town Planning Scheme No.2 (**TPS2**).

'Hosted STRA' do not require Development Approval under TPS2, based on the planning exemptions which are included in Schedule 2, Clause 61 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (**the Regulations**). All 'Hosted STRA' and 'Unhosted STRA' operators must still be included on the Western Australia STRA Register.

Section 4.0 'Application of this policy' (below) outlines the scenarios whereby Registration and Development Approval is required for 'Hosted STRA' and 'Unhosted STRA'.

3.0 Objectives

- (a) To encourage 'Unhosted STRA' in localities/zones near visitor attractions, activity centres, areas of high tourism value and near key facilities such as medical centres, sporting venues and conference facilities.
- (b) To maintain the amenity and established character of residential localities/zones through ensuring the location, scale, design and operation of 'Unhosted STRA' is appropriate to the setting.
- (c) To ensure 'Unhosted STRA' operators include emergency procedures and options for the evacuation of visitors in the event of a natural disaster (e.g. bushfire).
- (d) To ensure 'Unhosted STRA' is appropriately serviced to meet the needs of visitors.

4.0 Application of this Policy

In TPS2, the Zoning Table (Table No.1 and Table No.1 (a)) indicates, subject to the provisions of the Scheme, the uses permitted in the various zones within the Scheme Area.

The permissibility of 'Unhosted STRA' in TPS2 can be summarised as follows:

- (a) The use is not permitted in the 'Residential', 'Development'¹ and 'District Town Centre', 'Rural', 'Special Rural' and 'Special Residential' zones, unless the Local Government has exercised its discretion by granting Development Approval, following a process of community consultation in accordance with clause 4 of the deemed provisions of TPS2.
 - (b) The use is also not permitted in the Rockingham Strategic Centre Sub Zones of 'Mixed Use', 'Commercial' and 'Residential', unless the Local Government has exercised its discretion by granting Development Approval, following a process of community consultation in accordance with clause 4 of the deemed provisions of TPS2.
 - (c) The use is prohibited ('X') in all other zones.
1. In the Development Zone, the Local Government will have due regard to use class permissibility in accordance with a Structure Plan approved by the Western Australian Planning Commission.

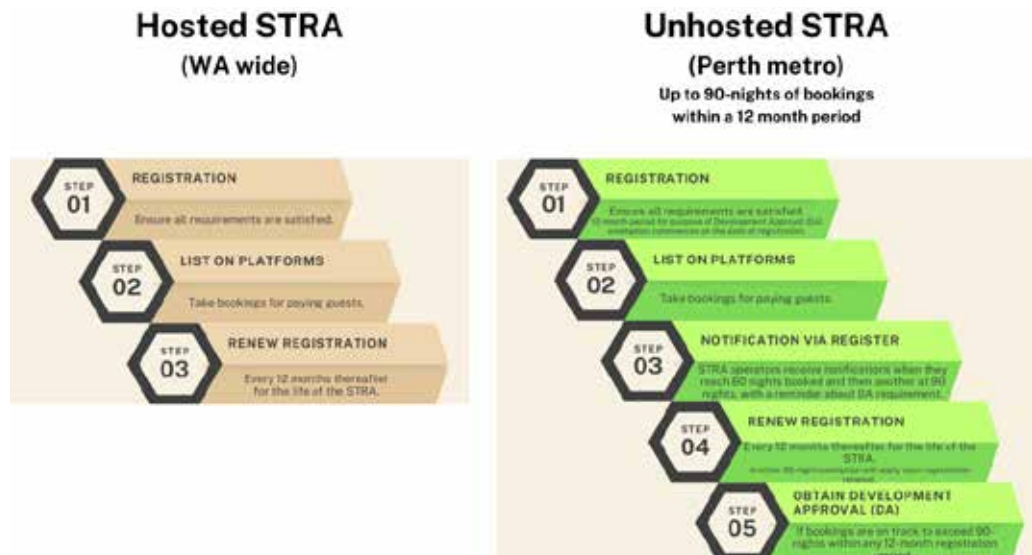


Diagram 1 - When Registration is required for 'Hosted STRA' and 'Unhosted STRA' and when Development Approval is required

This LPP does not apply to:

- (a) 'Unhosted STRA' if the dwelling is:
 - (i) used as unhosted STRA for no more than 90 nights in a relevant 12-month period; or
 - (ii) not located in a zone in relation to which the use of a dwelling as unhosted STRA is a class 'X' use or a use that is not consistent with the objectives of that zone;
- (b) 'Hosted STRA';
- (c) Lodging House and/or boarding houses;
- (d) 'Hotel';
- (e) House swapping and house-sitting;
- (f) Personal use of a holiday home or the sharing of a holiday home with the owner's family and friends;
- (g) Student exchange accommodation;
- (h) Workforce accommodation;

- (i) Residential parks, park home parks, caravan parks and retirement and lifestyle villages; and
- (j) Aged and dependant person's dwellings.

5.0 Policy Provisions

5.1 Location

- (a) Applications for 'Unhosted STRA' are preferred in locations near visitor attractions, activity centres, areas of high tourism value and near key facilities such as medical centres, sporting venues and conference facilities. This may include proximity to the beach, lakes, parks, high frequency bus routes, major retail and restaurant facilities within entertainment precincts such as the 'Rockingham Strategic Centre' where this accommodation contributes to the vibrancy and accessibility to key visitor destinations and support services.
- (b) Applications for 'Unhosted STRA' are also preferred in rural locations when the use is located on the same site as, or in close proximity to a viticulture, horticultural, or floriculture activity or when it is a stand-a-lone 'nature based' experience.
- (c) 'Unhosted STRA' proposals in other locations will be considered on their individual planning merit, noting that there must be clear and logical reasons to depart from the location policy provision, based on enhancing the visitor experience.

5.2 Neighbourhood Amenity

- (a) Amenity is a key consideration in the assessment of land uses such as 'Unhosted STRA', particularly in sensitive residential (or other) areas. While the concept of amenity is broad and context-dependent, it remains a critical factor in ensuring appropriate land use compatibility.
- (b) 'Unhosted STRA' applicants should demonstrate that their proposals will not adversely affect the amenity of adjacent owners and occupants by way of noise, light, odour, waste, privacy and parking.

5.3 Car parking

- (a) 'Unhosted STRA' will generate a demand for car parking from people staying at the property. Where an 'Unhosted STRA' is located within a 'dwelling', the number of guests should align with the following parking ratios.

'Unhosted STRA' dwelling type	Minimum number of car parking bays	Maximum number of guests
'Multiple Dwelling', (i.e. Apartment)	1	6
	2	8
	3	12
All other 'dwelling types' e.g. 'Single House', 'Grouped Dwelling'	1	4
	2	6
	3	8
	4	12

- (b) All 'Unhosted STRA' includes constructed on-site car parking bays, consistent with the size and manoeuvrability criteria set out in the *Residential Design Codes of Western Australia*.
- (c) When the Residential Design Codes of Western Australia apply, tandem bays are permitted, with two bays (maximum) one behind another.
- (d) All 'Unhosted STRA' guest and visitor vehicle parking is to be accommodated within the site boundaries and parking is not to occur on the verge area.
- (e) Strata and community title developments may only rely on the use of visitor parking bays for visitors of the occupants of Unhosted STRA.

5.4 Dwelling Occupancy

- (a) The land use definitions provided in the Regulations prescribe a maximum of 12 persons staying in an 'Unhosted STRA' property. This LPP prescribes scenarios where further limiting occupancy is appropriate to achieve reasonable health outcomes for occupants, or to manage external impacts where the City considers 12 persons to be more intense use of the dwelling than would be reasonably expected with regard to its size, location or typology and adjacent context.
- (b) To enhance health outcomes for 'Unhosted STRA' occupants and prevent overcrowding, bedrooms in 'Unhosted STRA' should provide no less than 14 cubic meters of air space per guest (Diagram 2 refers). In addition, only a 'habitable room' can be used for sleeping purposes.

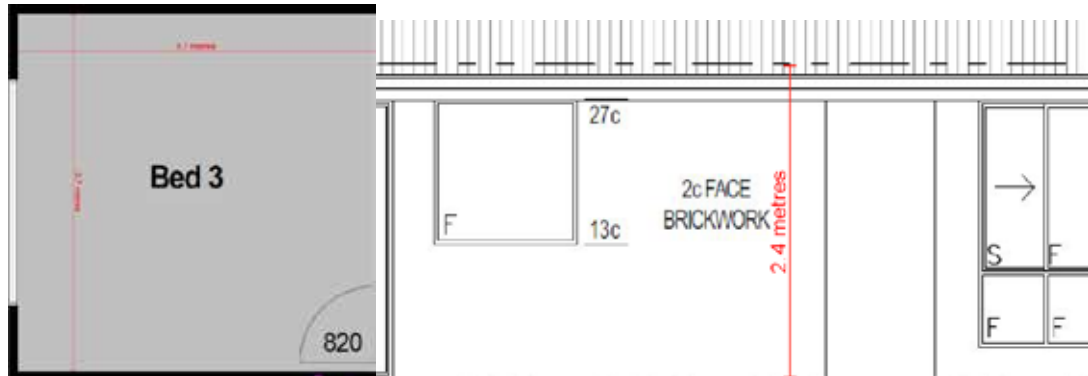


Diagram 2 - Example 3.7m (Length) x 3.7m (Width) x 2.4m (Height) = 32.85 cubic meters

5.5 Signage

- (a) Signage is limited to one 'name plate' sign used to confirm the location of 'Unhosted STRA', affixed to the main façade of a building or appurtenant to the building with an area not exceeding 0.20m².
- (b) When more than one 'Unhosted STRA' occurs from the same complex, STRA signage must be consolidated into a single sign.

5.6 Servicing

- (a) 'Unhosted STRA' shall be connected to a reticulated potable water supply, or where this is not available, a 100,000 litre rainwater tank directly connected to a sustainable means of rainwater catchment, for the exclusive use of the 'Unhosted STRA'.
- (b) 'Unhosted STRA' shall be connected to reticulated sewerage, or where this is not available, be serviced by an appropriate on-site effluent disposal system with adequate capacity for the proposed number of guests.

Note: In areas not serviced by reticulated sewerage, advice should be sought from the City's Health Services prior to lodging for development approval to confirm whether the existing on-site effluent disposal system approved for the dwelling will have sufficient capacity for the proposed number of guests without the need for upgrading.

5.7 Bushfire

- (a) Where an 'Unhosted STRA' proposal is situated in a rural setting and within a Bushfire Prone Area on the Department of Fire and Emergency Services Bushfire Prone Map 'Area 2' (rural), a Bushfire Emergency Evacuation Plan (**BEEP**) is to be prepared by a suitably qualified Bushfire Practitioner in support of the Development Application.
- (b) Notwithstanding the above, 'Unhosted STRA' operators within a Bush Fire Prone Map 'Area 1' (urban) are encouraged to prepare a BEEP or a derivative thereof, which includes emergency contact details of WA Police, Ambulance, and Fire and include emergency evacuation procedures in the event of a bushfire for guests as a separate document to a House Management Plan.

Note: Bush Fire Prone Map Area 1 (urban) comprises built-up urban areas where the risk posed by bushfire to people, property and infrastructure is lower. Bush Fire Prone Map Area 2 (rural) is any other area designed as bushfire prone.

5.8 Community Consultation

- (a) All Development Applications for the use of 'Unhosted STRA' will be advertised for public comment in accordance with Clause 64 of the Deemed Provisions of the Regulations and *Local Planning Policy - Community Consultation for Development Applications*. The City will have due regard to any submissions received during the community consultation period, prior to determining the application.

5.9 Development Approval Period and Conditions

- (a) When the City considers an application for 'Unhosted STRA' to be compliant with TPS2 and this LPP, conditions of Development Approval may be applied to address, amongst other requirements, the following:
- Approval applying to a portion of the building or a separate building;
 - Number of guests staying at any one time where it is considered necessary to protect the amenity of the surrounding area;
 - Minimum night's stay;
 - Compliance with a 'House Management Plan' and 'Code of Conduct' for guests;
 - Provision of a BEEP to guests when required;
 - A time limited Development Approval; and
 - Any other matters deemed appropriate.

5.10 Guest Management

- (a) All 'Unhosted STRA' Development Applications must include a 'House Management Plan' addressing the following matters:
- (i) The control of noise and anti-social behaviour so as to comply with the *Environmental Protection (Noise) Regulations 1997* and avoid conflict between temporary residents and permanent residents in the area;
 - (ii) A Complaints Management Procedure for handling complaints with expected response times and the provision of the telephone number of the unhosted STRA Manager to neighbouring property owners/occupiers, for complaints;
 - (iii) Confirmation that guests will be provided with a copy of the 'Code of Conduct' (refer below) on arrival and made aware that anti-social behaviour and excessively loud noise nuisance will not be tolerated;
 - (iv) Access and any carparking arrangements, including that all car parking is to be provided on-site for duration of stay; and
 - (v) Waste management, ensuring waste generated by guests will be appropriately managed and ensuring occupants have convenient and safe access to waste management facilities.
- (b) All 'Unhosted STRA' Development Applications must include a 'Code of Conduct' addressing the following matters:
- (i) The expected behaviour of guests to minimise impact on adjoining residents including periods of 'quiet time' between 10pm to 7am;
 - (ii) Details of any relevant car parking restrictions applicable to the area;
 - (iii) Details regarding guest check-in and check-out procedures, including minimum stay or booking requirements;
 - (iv) Details regarding waste management which specify the expectations of guests about rubbish and bin collection (if applicable);
 - (v) Information on any relevant strata by-laws (if applicable);
 - (vi) Rules relating to the use of a swimming pool and/or spa (if applicable);
 - (vii) Whether or not dogs and other pets will be permitted at the property, and if so, whether or not they can be left unattended; and
 - (viii) Proposed restrictions of visitors or parties/events.

Document Control

Local Planning Policy – Document Control			
Version	Decision to Adopt/Amend		
1.	25 November 2025		
Public Consultation (Yes)			
WAPC Approval Required (No)		Date approved by the WAPC (if applicable)	
Document Reference	LUP/2275		
Next Review Date	25 November 2030		

Appendices

Definitions

- Amenity: *means all those factors which combine to form the character of an area and include present and likely future amenity.*
- Designated Bushfire Prone Area: *means the land is designated by an order made under the Fire and Emergency Services Act 1998 section 18P as a bush fire prone area.*
- Hotel: *means premises the subject of a hotel licence other than a small bar or tavern licence granted under the Liquor Control Act 1988 including any betting agency on the premises.*
- Hosted Short-Term Rental Accommodation: *means any of the following:*
- (a) *short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement;*
 - (b) *short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement;*
 - (c) *short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement.*
- Short-Term Rental Accommodation: *means:*
- (a) *a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but*
 - (b) *does not include a dwelling that is, or is a part of, any of the following:*
 - (i) *an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1);*

- (ii) a caravan park;
- (iii) a lodging house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);
- (iv) a park home park;
- (v) a retirement village as defined in the Retirement Villages Act 1992 section 3(1);
- (vi) workforce accommodation.

Short-Term Rental Arrangement: means:

- (a) an arrangement, including a lease, licence or other contract or arrangement, under which -
 - (i) a dwelling is provided for occupation to a person; and
 - (ii) the person does not occupy the dwelling for period totalling more than 3 months in any 12-month period; and
- (b) includes an arrangement under which the owner or occupier of the dwelling, or an agent of the owner or occupier, also resides at the dwelling.

Unhosted Short-Term Rental Accommodation:

means short-term rental accommodation that:

- (a) is not hosted short-term rental accommodation; and
- (b) accommodates a maximum of 12 people per night.

Committee Recommendation

That Council **ADOPTS** Local Planning Policy – ‘Unhosted’ Short-Term Rental Accommodation including minor changes (**in red bold text**), subject to Scheme Amendment No.197 to the City’s Town Planning Scheme No.2 being gazetted following Final Approval by the Minister for Planning, as follows:

LOCAL PLANNING POLICY -

‘UNHOSTED’ SHORT-TERM RENTAL ACCOMMODATION

1.0 Citation

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This Policy may be cited as Local Planning Policy - Unhosted Short-term Rental Accommodation (**LPP**).

2.0 Introduction

The City of Rockingham (City) recognises that ‘Unhosted Short-term Rental Accommodation’ (STRA) has been the subject of whole-of-government reforms, which responded to recommendations made in the 2019 parliamentary inquiry *Levelling the Playing Field: Managing the impact of the rapid increase of short-term rentals in Western Australia*.

Information relating to the full suite of reforms, including the state-wide STRA Register and Incentive Scheme administered by the Department of Energy, Mines, Industry Regulation and Safety (**DEMIRS**) can be accessed on the DEMIRS website.

The operators of ‘Unhosted STRA’, while not residing on the property, must still protect the health and wellbeing of STRA occupants while also maintaining the amenity and character of the area in which ‘Unhosted STRA’ is located. This LPP sets the City’s expectation for how applications for Development Approval will be considered under the City of Rockingham Town Planning Scheme No.2 (**TPS2**).

'Hosted STRA' do not require Development Approval under TPS2, based on the planning exemptions which are included in Schedule 2, Clause 61 of the *Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations)*. All 'Hosted STRA' and 'Unhosted STRA' operators must still be included on the Western Australia STRA Register.

Section 4.0 'Application of this policy' (below) outlines the scenarios whereby Registration and Development Approval is required for 'Hosted STRA' and 'Unhosted STRA'.

3.0 Objectives

- (a) To encourage 'Unhosted STRA' in localities/zones near visitor attractions, activity centres, areas of high tourism value and near key facilities such as medical centres, sporting venues and conference facilities.
- (b) To maintain the amenity and established character of residential localities/zones through ensuring the location, scale, design and operation of 'Unhosted STRA' is appropriate to the setting.
- (c) To ensure 'Unhosted STRA' operators include emergency procedures and options for the evacuation of visitors in the event of a natural disaster (e.g. bushfire).
- (d) To ensure 'Unhosted STRA' is appropriately serviced to meet the needs of visitors.

4.0 Application of this Policy

In TPS2, the Zoning Table (Table No.1 and Table No.1 (a)) indicates, subject to the provisions of the Scheme, the uses permitted in the various zones within the Scheme Area.

The permissibility of 'Unhosted STRA' in TPS2 can be summarised as follows:

- (a) The use is not permitted in the 'Residential', 'Development'¹ and 'District Town Centre', 'Rural', 'Special Rural' and 'Special Residential' zones, unless the Local Government has exercised its discretion by granting Development Approval, following a process of community consultation in accordance with clause 4 of the deemed provisions of TPS2.
 - (b) The use is also not permitted in the Rockingham Strategic Centre Sub Zones of 'Mixed Use', 'Commercial' and 'Residential', unless the Local Government has exercised its discretion by granting Development Approval, following a process of community consultation in accordance with clause 4 of the deemed provisions of TPS2.
 - (c) The use is prohibited ('X') in all other zones.
1. In the Development Zone, the Local Government will have due regard to use class permissibility in accordance with a Structure Plan approved by the Western Australian Planning Commission.



Diagram 1 - When Registration is required for 'Hosted STRA' and 'Unhosted STRA' and when Development Approval is required

This LPP does not apply to:

- (a) 'Unhosted STRA' if the dwelling is:
 - (i) used as unhosted STRA for no more than 90 nights in a relevant 12-month period; or
 - (ii) not located in a zone in relation to which the use of a dwelling as unhosted STRA is a class 'X' use or a use that is not consistent with the objectives of that zone;
- (b) 'Hosted STRA';
- (c) Lodging House and/or boarding houses;
- (d) 'Hotel';
- (e) House swapping and house-sitting;
- (f) Personal use of a holiday home or the sharing of a holiday home with the owner's family and friends;
- (g) Student exchange accommodation;
- (h) Workforce accommodation;
- (i) Residential parks, park home parks, caravan parks and retirement and lifestyle villages; and
- (j) Aged and dependant person's dwellings.

5.0 Policy Provisions

5.1 Location

- (a) Applications for 'Unhosted STRA' are preferred in locations near visitor attractions, activity centres, areas of high tourism value and near key facilities such as medical centres, sporting venues and conference facilities. This may include proximity to the beach, lakes, parks, high frequency bus routes, major retail and restaurant facilities within entertainment precincts such as the 'Rockingham Strategic Centre' where this accommodation contributes to the vibrancy and accessibility to key visitor destinations and support services.
- (b) Applications for 'Unhosted STRA' are also preferred in rural locations when the use is located on the same site as, or in close proximity to a viticulture, horticultural, or floriculture activity or when it is a stand-a-lone 'nature based' experience.
- (c) 'Unhosted STRA' proposals in other locations will be considered on their individual planning merit, noting that there must be clear and logical reasons to depart from the location policy provision, based on enhancing the visitor experience.

5.2 Neighbourhood Amenity

- (a) Amenity is a key consideration in the assessment of land uses such as 'Unhosted STRA', particularly in sensitive residential (or other) areas. While the concept of amenity is broad and context-dependent, it remains a critical factor in ensuring appropriate land use compatibility.
- (b) 'Unhosted STRA' applicants should demonstrate that their proposals will not adversely affect the amenity of adjacent owners and occupants by way of noise, light, odour, waste, privacy and parking.

5.3 Car parking

- (a) 'Unhosted STRA' will generate a demand for car parking from people staying at the property. Where an 'Unhosted STRA' is located within a 'dwelling', the number of guests should align with the following parking ratios.

'Unhosted STRA' dwelling type	Minimum number of car parking bays	Maximum number of guests
'Multiple Dwelling', (i.e. Apartment)	1	6
	2	8
	3	12
All other 'dwelling types' e.g. 'Single House', 'Grouped Dwelling'	1	4
	2	6
	3	8
	4	12

- (b) All 'Unhosted STRA' includes constructed on-site car parking bays, consistent with the size and manoeuvrability criteria set out in the *Residential Design Codes of Western Australia*.
- (c) When the Residential Design Codes of Western Australia apply, tandem bays are permitted, with two bays (maximum) one behind another.
- (d) All 'Unhosted STRA' guest and visitor vehicle parking is to be accommodated within the site boundaries and parking is not to occur on the verge area.
- (e) Strata and community title developments may only rely on the use of visitor parking bays for visitors of the occupants of Unhosted STRA.

5.4 Dwelling Occupancy

- (a) The land use definitions provided in the Regulations prescribe a maximum of 12 persons staying in an 'Unhosted STRA' property. This LPP prescribes scenarios where further limiting occupancy is appropriate to achieve reasonable health outcomes for occupants, or to manage external impacts where the City considers 12 persons to be more intense use of the dwelling than would be reasonably expected with regard to its size, location or typology and adjacent context.
- (b) To enhance health outcomes for 'Unhosted STRA' occupants and prevent overcrowding, bedrooms in 'Unhosted STRA' should provide no less than 14 cubic meters of air space per guest (Diagram 2 refers). In addition, only a 'habitable room' can be used for sleeping purposes.

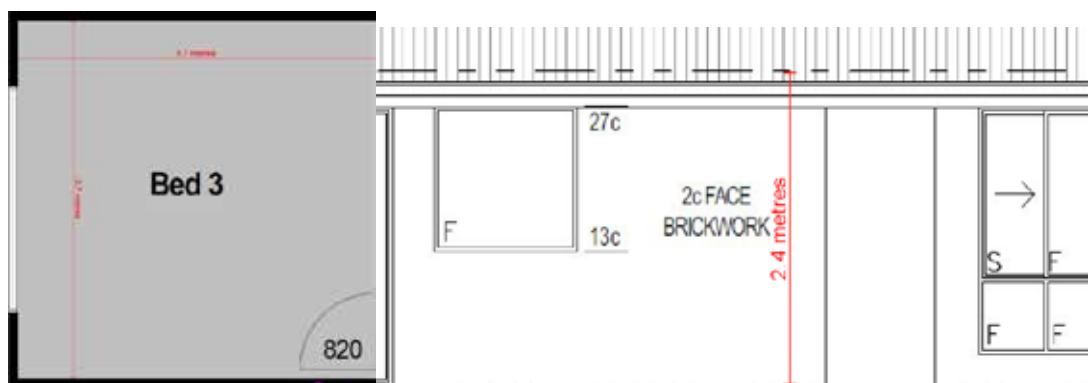


Diagram 2 - Example 3.7m (Length) x 3.7m (Width) x 2.4m (Height) = 32.85 cubic meters

5.5 Signage

- (a) Signage is limited to one 'name plate' sign used to confirm the location of 'Unhosted STRA', affixed to the main façade of a building or appurtenant to the building with an area not exceeding 0.20m².
- (b) When more than one 'Unhosted STRA' occurs from the same complex, STRA signage must be consolidated into a single sign.

5.6 Servicing

- (a) 'Unhosted STRA' shall be connected to a reticulated potable water supply, or where this is not available, a 100,000 litre rainwater tank directly connected to a sustainable means of rainwater catchment, for the exclusive use of the 'Unhosted STRA'.
- (b) 'Unhosted STRA' shall be connected to reticulated sewerage, or where this is not available, be serviced by an appropriate on-site effluent disposal system with adequate capacity for the proposed number of guests.

Note: In areas not serviced by reticulated sewage, advice should be sought from the City's Health Services prior to lodging for development approval to confirm whether the existing on-site effluent disposal system approved for the dwelling will have sufficient capacity for the proposed number of guests without the need for upgrading.

5.7 Bushfire

- (a) Where an 'Unhosted STRA' proposal is situated in a rural setting and within a Bushfire Prone Area on the Department of Fire and Emergency Services Bushfire Prone Map 'Area 2' (rural), a Bushfire Emergency Evacuation Plan (**BEEP**) is to be prepared by a suitably qualified Bushfire Practitioner in support of the Development Application.
- (b) Notwithstanding the above, 'Unhosted STRA' operators within a Bush Fire Prone Map 'Area 1' (urban) are encouraged to prepare a BEEP or a derivative thereof, which includes emergency contact details of WA Police, Ambulance, and Fire and include emergency evacuation procedures in the event of a bushfire for guests as a separate document to a House Management Plan.

Note: Bush Fire Prone Map Area 1 (urban) comprises built-up urban areas where the risk posed by bushfire to people, property and infrastructure is lower. Bush Fire Prone Map Area 2 (rural) is any other area designed as bushfire prone.

5.8 Community Consultation

- (a) All Development Applications for the use of 'Unhosted STRA' will be advertised for public comment in accordance with Clause 64 of the Deemed Provisions of the Regulations and *Local Planning Policy - Community Consultation for Development Applications*. The City will have due regard to any submissions received during the community consultation period, prior to determining the application.

5.9 Development Approval Period and Conditions

- (a) When the City considers an application for 'Unhosted STRA' to be compliant with TPS2 and this LPP, conditions of Development Approval may be applied to address, amongst other requirements, the following:
 - Approval applying to a portion of the building or a separate building;
 - Number of guests staying at any one time where it is considered necessary to protect the amenity of the surrounding area;
 - Minimum night's stay;
 - Compliance with a 'House Management Plan' and 'Code of Conduct' for guests;
 - Provision of a BEEP to guests when required;
 - A time limited Development Approval; and
 - Any other matters deemed appropriate.

5.10 Guest Management

- (a) All 'Unhosted STRA' Development Applications must include a 'House Management Plan' addressing the following matters:
 - (i) The control of noise and anti-social behaviour so as to comply with the *Environmental Protection (Noise) Regulations 1997* and avoid conflict between temporary residents and permanent residents in the area;
 - (ii) A Complaints Management Procedure for handling complaints with expected response times and the provision of the telephone number of the unhosted STRA Manager to neighbouring property owners/occupiers, for complaints;

- (iii) Confirmation that guests will be provided with a copy of the 'Code of Conduct' (refer below) on arrival and made aware that anti-social behaviour and excessively loud noise nuisance will not be tolerated;
 - (iv) Access and any carparking arrangements, including that all car parking is to be provided on-site for duration of stay; and
 - (v) Waste management, ensuring waste generated by guests will be appropriately managed and ensuring occupants have convenient and safe access to waste management facilities.
- (b) All 'Unhosted STRA' Development Applications must include a 'Code of Conduct' addressing the following matters:
- (i) The expected behaviour of guests to minimise impact on adjoining residents including periods of 'quiet time' between 10pm to 7am;
 - (ii) Details of any relevant car parking restrictions applicable to the area;
 - (iii) Details regarding guest check-in and check-out procedures, including minimum stay or booking requirements;
 - (iv) Details regarding waste management which specify the expectations of guests about rubbish and bin collection (if applicable);
 - (v) Information on any relevant strata by-laws (if applicable);
 - (vi) Rules relating to the use of a swimming pool and/or spa (if applicable);
 - (vii) Whether or not dogs and other pets will be permitted at the property, and if so, whether or not they can be left unattended; and
 - (viii) Proposed restrictions of visitors or parties/events.

Document Control

Local Planning Policy – Document Control			
Version	Decision to Adopt/Amend		
1.	25 November 2025		
Public Consultation (Yes)			
WAPC Approval Required (No)		Date approved by the WAPC (if applicable)	
Document Reference	LUP/2275		
Next Review Date	25 November 2030		

Appendices

Definitions

- Amenity: *means all those factors which combine to form the character of an area and include present and likely future amenity.*
- Designated Bushfire Prone Area: *means the land is designated by an order made under the Fire and Emergency Services Act 1998 section 18P as a bush fire prone area.*
- Hotel: *means premises the subject of a hotel licence other than a small bar or tavern licence granted under the Liquor Control Act 1988 including any betting agency on the premises.*

Hosted Short-Term Rental
Accommodation:

means any of the following:

- (a) *short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement;*
- (b) *short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement;*
- (c) *short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement.*

Short-Term Rental Accommodation:

means:

- (a) *a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but*
- (b) *does not include a dwelling that is, or is a part of, any of the following:*
 - (i) *an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1);*
 - (ii) *a caravan park;*
 - (iii) *a lodging house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);*
 - (iv) *a park home park;*
 - (v) *a retirement village as defined in the Retirement Villages Act 1992 section 3(1);*
 - (vi) *workforce accommodation.*

Short-Term Rental Arrangement:

means:

- (a) *an arrangement, including a lease, licence or other contract or arrangement, under which -*
 - (i) *a dwelling is provided for occupation to a person; and*
 - (ii) *the person does not occupy the dwelling for period totalling more than 3 months in any 12-month period; and*
- (b) *includes an arrangement under which the owner or occupier of the dwelling, or an agent of the owner or occupier, also resides at the dwelling.*

Unhosted Short-Term Rental
Accommodation:

means short-term rental accommodation that:

- (a) *is not hosted short-term rental accommodation; and*
- (b) *accommodates a maximum of 12 people per night.*

Council Members voting for the motion:

Mayor Buchan

Cr Jecks

Cr Hudson

Cr Mbano

Cr Jones

Council Members voting against the motion:

Cr Rudman

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

Not Applicable

Asset Services Infrastructure Project Delivery



Report number / title:	AS-021/25	Tender T25/26-32 - Provision of Services for Civil Infrastructure Enhancements for Six (6) Intersections on Read Street, Rockingham
File number:	T25/26-32	
Proponent/s		
Author:	Mr Gurjinder Gill, Supervisor Civil Projects	
Other Contributors:	Mr Ian Daniels, Manager Infrastructure Project Delivery	
Date of Committee Meeting:	17 November 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's Role:	Executive	
Attachments:		
Maps/Diagrams:	<ol style="list-style-type: none"> 1. Site Location: Intersection of Read Street and Patterson Road 2. Site Location: Intersection of Read Street and Commodore Drive 3. Site Location: Intersection of Read Street and Farris Street 4. Site Location: Intersection of Read Street and Leghorn Street 5. Site Location: Intersection of Read Street and Swinstone Street 6. Site Location: Intersection of Read Street and Robinson Road 	
Site:		
Lot Area:		

Purpose of Report

To provide Council with details of the Tender submissions received for Tender T25/26-32 - Provision of Services for Civil Infrastructure Enhancements for Six (6) Intersections on Read Street, Rockingham document the results of the Tender assessment and make recommendations regarding award of the contract.

Background

Tender T25/26-32 - Provision of Services for Civil Infrastructure Enhancements for Six (6) Intersections on Read Street, Rockingham was advertised in the West Australian newspaper on Saturday, 23 August 2025. The Tender closed at 2.00pm, Wednesday, 8 October 2025 and was publicly opened immediately after the closing time.

Details

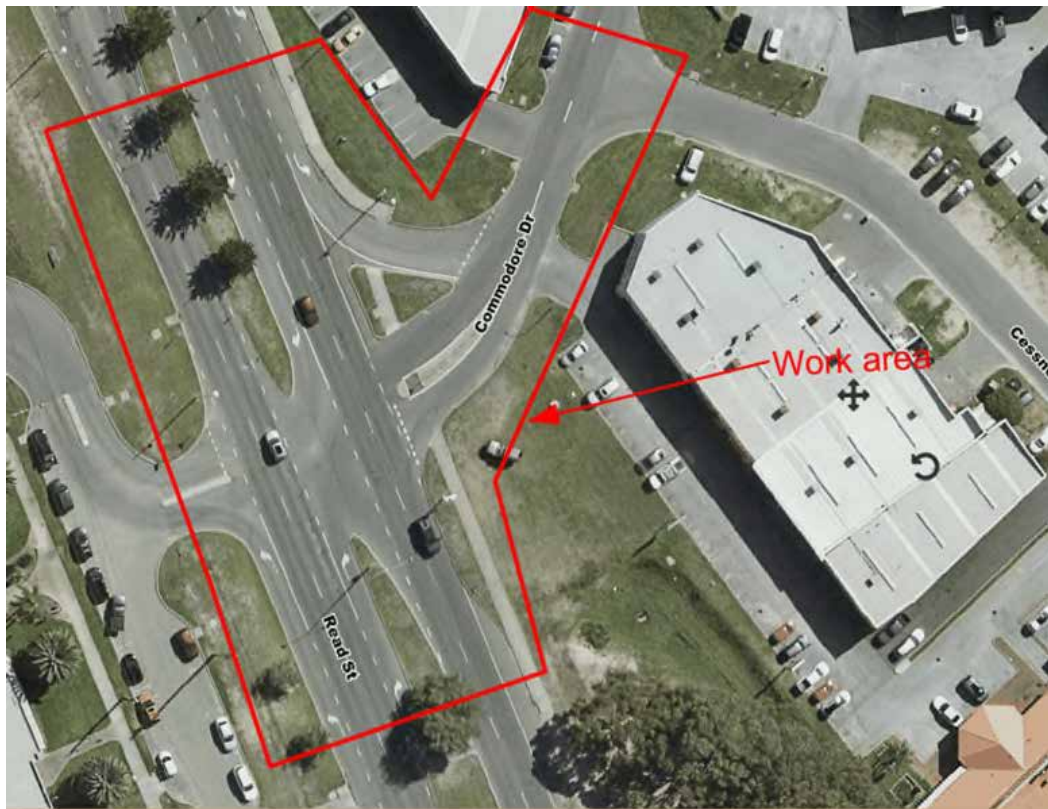
The works under this contract is for the upgrade of six intersections on Read Street starting from Patterson Road to Robinson Road, which includes:

- Road widening and modifications
- Median island installations and cut throughs
- Turning pocket extensions
- Drainage installation
- Footpath modifications
- Irrigation and landscaping works.

In addition, Western Power will be upgrading the street lighting at all the intersections as part of this project.



1. Site Location: Intersection of Read Street and Patterson Road



2. Site Location: Intersection of Read Street and Commodore Drive



3. Site Location: Intersection of Read Street and Farris Street



4. Site Location: Intersection of Read Street and Leghorn Street



5. Site Location: Intersection of Read Street and Swinstone Street



6. Site Location: Intersection of Read Street and Robinson Road

The contract will commence in January 2026 and is expected to be completed by June 2026.

A panel as approved by the Director Asset Services in compliance with Executive Standard - Purchasing of Goods and Services, undertook Tender evaluations.

Evaluation of the Tender, in accordance with the advertised Tender assessment criteria, produced the following weighted scores:

Tenderer	Level of Service	Understanding Tender Requirements	Price Considerations	Total Score	Rank
	30 Pts	30 Pts	40 Pts	100 Pts	
PCH Civil	26.2	25.3	40.0	91.5	1
WCP	23.3	18.7	23.4	65.4	2
Has Earthmoving	21.7	22.7	18.2	62.6	3

This is a lump sum contract which does not allow for a price variation due to rise and fall or a variation in the Consumer Price Index (CPI) for Perth Western Australia.

Implications to Consider

a. Consultation with the Community

Nil

b. Consultation with Government Agencies

As part of the project planning and design, several government agencies have been contacted as follows:

- (a) Western Power in relation to the upgrade to streetlights and movement of electrical pits; and
- (b) Main Roads Western Australia for the installation of line marking, signage and relocation of school speed zone electronic signs.

c. Strategic

Community Plan

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

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

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

d. Policy

In accordance with Executive Standard - Purchasing of Goods and Services, for purchases above \$250,000, a public Tender process is to be conducted in accordance with the provision of section 3.57 of the *Local Government Act 1995*; and *Local Government (Functions and General) Regulations 1996*, Part 4, Division 2, regulation 11A(1).

e. Financial

The Tendered Lump Sum figures are listed below:

Tenderer	Lump Sum Price
PCH Civil Pty Ltd	\$1,459,261.00
WCP Civil Pty Ltd	\$2,499,558.53
HAS Earthmoving Pty Ltd	\$3,216,487.50

This project was originally approved in 2020/21 for design and then for construction in 2023/24 with Metropolitan Regional Road Group (**MRRG**) funding (⅔ project cost). Due to extensive delays caused by Western Power for streetlighting design and Main Roads Western Australia (**MRWA**) for traffic signal modification and linemarking approval the project could not be delivered. During this time the cost for construction and traffic management has increased significantly resulting in higher cost.

The current budget for the overall project is \$1,452,452.00.

If Council were to approve the current highest ranked Tenderer, the anticipated overall Project Cost is \$2,622,600. The project is partially funded by the State Government under the MRRG Road Improvement Scheme which is managed by MRWA. This means it is 2/3 funded by State Government and 1/3 funded by the City.

Since the Planning and Asset Services Committee meeting confirmation has now been received from MRWA advising of additional funding of \$966,400. This brings their total 2/3 contribution to the project to \$1,748,400 (of the \$2,622,600 total cost).

The additional project costs and the additional MRWA funding contribution have been included in the September 2025 budget review in report number CS-019/25.

f. Legal and Statutory

In accordance with section 3.57 of the *Local Government Act 1995* and *Local Government (Functions and General) Regulations 1996*, Part 4, Division 2, regulation 11(1).

'Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250,000 unless sub regulation (2) states otherwise'.

g. Risk

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

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

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

Nil

Comments

In the design concept and detailed design process, community consultation was undertaken to inform the project development.

Tenderers were required to supply information addressing level of service, including demonstrated relevant industry experience, available resources, qualified personnel, methodology for undertaking the works, quality accreditation systems, in addition to an understanding of Tender requirements.

Following consideration of the submissions in accordance with the Tender assessment criteria, PCH Civil Pty Ltd demonstrated a high level of previous experience in demolition, earthworks and pavement construction in similar projects for Local Governments. They also demonstrated their capability, capacity, resources and personnel to undertake the works and provided a competitive price, a detailed method statement and schedule highlighting their understanding of the works.

All Tenderers demonstrated a capability to undertake the works, however, the submission received from PCH Civil Pty Ltd is considered the best value to the City of Rockingham and therefore recommended as the preferred Tenderer.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ACCEPTS** the Tender submitted from PCH Civil Pty Ltd, 267 St Georges Terrace, Perth WA 6000 for Tender T25/26-32 - Provision of Services for Civil Infrastructure Enhancements for Six (6) Intersections on Read Street, Rockingham in accordance with the Tender documentation for the lump sum in accordance with Confidential Attachment 1.

Committee Recommendation

That consideration of Item AS-021/25 - Tender T25/26-32 - Provision of Services for Civil Infrastructure Enhancements for Six (6) Intersections on Read Street, Rockingham be deferred until the 25 November 2025 meeting of Council.

Committee Voting (Carried) - 6/0

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

Pending receipt of further information.

Note: *Additional information on MRWA funding was confirmed following the Planning and Asset Services Committee meeting as detailed in the Financial section of this report.*

Amended Officer Recommendation

That Council **ACCEPTS** the Tender submitted from PCH Civil Pty Ltd, 267 St Georges Terrace, Perth WA 6000 for Tender T25/26-32 - Provision of Services for Civil Infrastructure Enhancements for Six (6) Intersections on Read Street, Rockingham in accordance with the Tender documentation for the lump sum price of \$1,459,261.00 (GST Exc).

Corporate and Community Development Committee

Corporate Services Customer and Corporate Support



Report number / title:	CS-017/25 Council Policy Review – Closed Circuit Television (CCTV)
File number:	LWE/147-11
Proponent/s:	
Author:	Mr Michael Yakas, A/Director Corporate Services
Other Contributor/s:	Ms Mary-Jane Rigby, Manager Community Safety and Support Services
Date of Committee meeting:	
Previously before Council:	28 July 2015 (CD-028/15), 25 October 2016 (CD-036/16), 28 May 2019 (CD-010/19)
Disclosure of Interest:	
Nature of Council's role:	Executive
Attachments:	1. Council Policy – Closed Circuit Television (CCTV) (<i>marked up version</i>)
Maps/Diagrams:	
Site:	
Lot Area:	

Purpose of Report

For Council to adopt the reviewed Council Policy – Closed Circuit Television (**CCTV**).

Background

The City of Rockingham (City) has a large CCTV network which is used for the purpose of surveillance and protection. The City has five categories of CCTV cameras:

- Public Area Permanent (Fixed)
- Public Area Portable (Temporary)
- Vehicle-based (Mobile)
- Buildings and Assets Permanent (Fixed)
- Service/Staff Areas Permanent (Fixed)

Details

The Council Policy - Closed Circuit Television (CCTV) was first adopted by Council on 28 July 2015. It was developed to establish the functional categorisation of CCTV and the protocols for data management.

A revised Council Policy – Closed Circuit Television (CCTV) was adopted by Council on 28 May 2019. The amendments were minor and permitted authorised access to camera footage for operational purposes.

The Council Policy – Closed Circuit Television (CCTV) has been reviewed in accordance with the Council Policy – Policy Framework. Only minor amendments have been made as seen in Attachment 1.

Implications to Consider

a. Consultation with the Community

It is not proposed to seek public consultation as the Council Policy – Closed Circuit Television (CCTV) as only minor amendments have been made.

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

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

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

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

d. Policy

The Council Policy – Closed Circuit Television (CCTV) has been reviewed in accordance with the Policy Framework. The existing Council Policy – Closed Circuit Television was last reviewed in May 2019 in accordance with the framework.

e. Financial

Nil

f. Legal and Statutory

Nil

g. Risk

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

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

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

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

Nil

Comments

The Council Policy – Closed Circuit Television (CCTV) is an existing policy with only minor amendments being proposed. The proposed change will permit government agencies to access the City's CCTV network, provided a Memorandum of Understanding (**MOU**) is in place. This amendment will future proof the Policy by allowing collaboration with State and Federal agencies, while ensuring statutory obligations and operational standards are clearly defined and maintained in the access and use of CCTV data. An existing MOU is in place with the Western Australian Police in line with the existing Council Policy - Closed Circuit Television (CCTV).

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ADOPTS** the revised Council Policy – Closed Circuit Television (CCTV).

Closed Circuit Television (CCTV)

Objective

To establish functional categorisation of CCTV and protocols for the management of recorded data.

Scope

This policy applies to all CCTV systems owned, managed or controlled by the City of Rockingham for the purpose of surveillance and protection.

Statement

Surveillance Purpose

There are five categories of CCTV cameras

- Public Area Permanent (Fixed)
- Public Area Portable (Temporary)
- Vehicle-based (Mobile)
- Buildings and Assets Permanent (Fixed)
- Service/Staff Areas Permanent (Fixed)

Release or Viewing of Recorded Footage and Still Photographs

Unless required by law, the release or viewing of recorded footage and still photographs to members of the Public is expressly prohibited.

The release or viewing of recorded footage and still photographs to government agencies is permitted subject to terms and conditions contained a Memorandum of Understanding (**MoU**).

For operational requirements, the Chief Executive Officer may authorise the release or viewing of recorded footage and still photographs.

Memorandum of Understanding (MoU)

A MoU between the City of Rockingham and a government agency must be entered into to establish the principles, protocols, roles and responsibilities regarding access to viewing, release and copying of recorded footage and still photographs.

Executive Policy and Procedures

The Chief Executive Officer is to maintain Executive Standards and Procedures that will ensure CCTV is operated effectively in accordance with statutory requirements.

Definitions

CCTV System - a system that comprises Closed Circuit Television (CCTV) cameras, information stores, connections and applications for storage, retrieval and viewing of recorded footage and still photographs.

Public – ordinary people in general; the community.

Legislation

Nil

Other Relevant Procedures / Key Documents

CCTV Plan 2014-2019

Responsible Division

Community Development

Review Date

November 2028

Committee Recommendation

That Council **ADOPTS** the revised Council Policy – Closed Circuit Television (CCTV).

Closed Circuit Television (CCTV)

Objective

To establish functional categorisation of CCTV and protocols for the management of recorded data.

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Definitions

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Public – ordinary people in general; the community.

Legislation

Nil

Other Relevant Procedures / Key Documents

CCTV Plan 2014-2019

Responsible Division

Community Development

Review Date

November 2028

Committee Voting (Carried) – 5/0

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

Not Applicable

Corporate Services Director and Support



Reference No & Subject:	CS-018/25 City Business Plan 2026/2027 to 2035/2036 (November 2025)
File No:	CPM/7-3
Proponent/s:	
Author:	Mr Alvin Santiago, Manager Financial Services
Other Contributors:	
Date of Committee Meeting:	18 November 2025
Previously before Council:	
Disclosure of Interest:	
Nature of Council's Role in this Matter:	Executive
Attachments:	1. City Business Plan 2026/2027 to 2035/2036 (November 2025)
Site:	
Lot Area:	

Purpose of Report

The purpose of the report is to adopt the City of Rockingham Business Plan 2026/2027 to 2035/2036.

Background

The City of Rockingham's Business Plan (**Plan**) provides a 10-year financial overview of its operations. Pursuant to the Council Policy – Strategic Development Framework, the City's Business Plan must be reviewed and adopted by Council in November and May each financial year. The last version of the Plan was adopted at the May 2025 Council meeting.

Details

The November 2025 edition of the Plan is not prepared to meet the statutory requirements of the Local Government Act 1995. This occurs in the May 2026 edition. In essence the main strategic direction and parameters as adopted in May and this edition assists in Annual Budget creation and adoption.

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

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

Community Infrastructure Plan (CIP) Projects	Construction Start Year	Total Project Cost
Safety Bay Foreshore Community Facility	2026/2027	\$11,000,000
Aqua Jetty Stage Two	2026/2027	\$40,800,000
Rockingham Foreshore Activity Node	2027/2028	\$4,188,000
Warnbro Community Recreation Centre Redevelopment	2027/2028	\$8,767,000
East Baldivis Recreation Reserve	2028/2029	\$8,791,000
Baldivis Outdoor Courts	2029/2030	\$1,716,000
Secret Harbour Community Library	2029/2030	\$1,898,000
Rockingham Aquatic Centre Redevelopment	2029/2030	\$26,237,000
Waikiki/Warnbro Outdoor Recreation Space	2031/2032	\$1,617,000
Lark Hill Sportsplex Northern Expansion – Ovals and Sports Pavilion	2031/2032	\$24,859,000
Arpenteur Park Master Plan	2033/2034	\$4,904,000

Other Civic/Civil Development	Construction Start Year	Total Project Cost
City of Rockingham Administration Refit (formerly part of the Lotteries House Project that commenced in 2024-25)	2027/2028	\$2,000,000
New Southern Depot	2027/2028	\$25,000,000
Mike Barnett Sports Complex Master Plan	2028/2029	\$18,695,000
Safety Bay Tennis Club Redevelopment	2034/2035	\$2,720,000

Importantly, the above table represents a start date only and should be read in context with the key assumptions contained in the Plan and Community Infrastructure Plan (CIP). Construction of a project may span multiple years.

This following key assumptions have been used in the development of the Plan:

- All revenues and expenses from the Millar Road Landfill Facility have been quarantined and clearly indicated where included. Implications associated with alternate waste treatments beyond landfilling have been included where these are understood.
- The figures included within the Plan are based upon present conditions, as well as projections based on current knowledge. Based on commentary from the Reserve Bank of Australia (RBA), the CPI nationally is targeted to be between 2% and 3%. 12-month Perth CPI as of December 2024, March 2025, June 2025 and September 2025 are 2.9%, 2.8%, 2.7% and 3.2%, respectively. A CPI of 3% is used being the rate that reflects the most recent Perth CPI and the RBA target.
- Rate increases for the first year of the Plan is 3.9%, year two and three of the Plan is 3.8%, and years four onwards at 3.5%. The Plan allows 0.75% of rates to be allocated directly to coastal hazard risk management and adaptation planning (CHRMAP) in Year 1. These funds will be transferred directly into cash reserves each and every year. From 2027/2028, funds transferred includes natural rate growth, which is expected to be approximately 1%. Depending on future economic conditions, this will likely change.
- The City of Rockingham is a minimum Financial Assistance Grant (FAGs) local government and receives FAGs in line with population growth. This is anticipated to grow in line with population and can be reasonably anticipated.
- Grants for major capital programs will be available on some occasions. With the exception of recurring road grants, capital grants have been included where known and approved. Capital road grants have been averaged or included as expected for the duration of the Plan.
- Recurring operational grants have been calculated to increase by 3% per annum.
- Contributions and reimbursements have been calculated to increase at 3% per annum.

- The City's fees and charges will be put before Council prior to budget adoption, with the annual yield of these expected to be increased by at least 3% per annum.
- Increases in the sanitation charges will be in line with the increase in cost of service and are submitted to Council via the fees and charges.
- Interest rates remained the same in the recent RBA announcement. It is still uncertain whether interest rates will continue to decline or stay the same for a longer period. Estimated interest income on the City's "unrestricted funds" has been increased in year one to reflect the higher interest earned in recent years from carry forward funds but is forecasted to remain static from year two onwards. Cash holdings are expected to remain stable upon completion of the current carry forward projects and therefore stable interest income in future years. There will be variations to the interest earnings on each of the City's cash reserve accounts due to the fluctuations in the amounts transferred into and out of the respective reserve accounts. All interest related to cash reserves is earmarked to be deposited into the related reserve.
- For all other income, allowances have been made for these to increase by approximately 3% per annum. There is a close watch on landfill revenue, to which uncertainty exists. This is related to the commencement of waste to energy facilities in proximity to the Millar Road Landfill Facility and the requirements being imposed on local government related to the State Waste Strategy such as FOGO (Food Organics and Garden Organics).
- Employee costs are expected to increase in line with industry expectations in the forthcoming years in addition to annual increments as per the industrial agreements. This will need to be reviewed annually with staff number increases related to population growth.
- Materials and contractors can fluctuate depending upon what is planned in each year. A base figure used from modified current budget, with 3% annual increases. It is traditionally very difficult to predict.
- Utilities have been calculated to increase at 3% per annum. Historically this has been difficult to estimate, particularly related to electricity costs. Unit rates for power have been known to increase in past years by much more than inflation.
- Insurances have been calculated to increase by 3% per annum. It is known that the current insurance market is difficult and given recent natural disasters, costs are likely to increase. There is potential for insurance costs to increase substantially above 3%. This situation is being monitored and may require future changes in assumptions.
- Transfers to and from reserves are to occur as per the separate Reserves Summary which is included in section 4 of the Plan. Cash reserves are a mixture of cash held by statutory requirement and by decision of Council. The ratio of this mixture will adjust year-in, year-out according to prevailing conditions.
- The details of loans projected to be repaid each year are shown on the Loans Summary, which is included in section 4 of the Plan. Proposed borrowings are directly related to projects. The City has implemented a modified Gross Debt to Operating Revenue Ratio to measure suitable debt to be held on the balance sheet. This ratio for any given year should not exceed 45%. A Debt Servicing Ratio is also used which is not to exceed 8%.
- All opening balances are determined to be zero. This will be reviewed in future plans.

Implications to Consider

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

c. Strategic

Community Plan

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

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

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

d. Policy

This Plan has been prepared in accordance with Council Policy - Strategic Framework and discussed to seek feedback at a Councillor Engagement Sessions in November 2025.

e. Financial

Nil

f. Legal and Statutory

This version of the Plan has been prepared as a matter of good practice and is not a statutory requirement of Regulation 19DA of the *Local Government (Administration) Regulations 1996*. The statutory version occurs in May 2026.

Regulation 19DA requires a local government to prepare a corporate Business Plan covering a period of at least four financial years each financial year. The plan must contain priorities in line with the Strategic Community Plan, internal operations planning, resource management and other integrated matters relating to long term financial planning. Regulation 19DA(6) also requires Council to make a determination on the Business Plan via absolute majority.

g. Risk

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

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

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

Nil

Comments

This Plan, similar to prior years, requires significant resources to be delivered to new community infrastructure in the coming decade and keeps rate increases to a minimum.

The main differences between this Plan and the one adopted in May 2025 are:

- Interim rates estimate for Year 1 of the Plan has been increased from \$1M to \$1.4M.
- Reduction of Aqua Jetty revenue and expenses during construction of Aqua Jetty Stage 2.
- \$18.2M increase in CIP projects for the next 10 years due to the following cost estimates
 - Aqua Jetty Stage 2 from \$33.4M to \$40.8M
 - Rockingham Foreshore Activity Node \$3.4M to \$4.2M
 - Warnbro Community Recreation Centre Redevelopment from \$6.4M to \$8.8M
 - East Baldivis Recreation Reserve (Shared Use) from \$8.1M to \$8.8M
 - Baldivis Outdoor Courts from \$1.5M to \$1.7M
 - Secret Harbour Community Library from \$1.6M to \$1.9M
 - Rockingham Aquatic Centre Redevelopment from \$21.5M to \$26.2M
 - Waikiki/Warnbro Outdoor Recreation Space from \$1.4M to \$1.6M
 - Lark Hill Northern Expansion – Ovals and Sports Pavillion from \$24M to \$24.9M
 - Arpenteur Park Master Plan from \$4.1M to \$4.9M

- Mike Barnett Sports Complex Master Plan and Safety Bay Tennis Club Redevelopment, previously unfunded projects, have now been included in the Plan at \$18.7M and \$2.7M, respectively, in line with past Council resolutions. The cost estimate will be reviewed as part of the 2026 Community Infrastructure Plan review.
- Plant replacement and asset management projects for the life of the Plan increased from \$352M to \$374M after updating replacement costs for most recent unit rates and acquisitions. This increase mainly relates to roads, parks and reserves.
- Capital grants increased by \$8M due to the Mike Barnett Sports Complex Master Plan election funding commitment.
- Overall debt for the life of the Plan has increased by \$4.5M to meet the funding shortfall in 2030-31.
- \$200K reduction in the overall debt repayment for the life of the Plan as a result of lower borrowing rates of the Western Australian Treasury Corporation for 10-year Principal and Interest loans from 6% to 4.97% and delayed drawdown of planned loans for Anniversary Park and Baldivis District Sporting Complex.
- \$7M net increase in reserve utilisation to fund most CIP and other civil development projects by 2033.

Given the population growth of the City, the construction of new facilities to service the community needs to be matched with the replacement of existing assets and buildings. A balance between these goal areas is always difficult and catering for specific needs can vary between years. The cost of any new item needs to be fully investigated and taken into account, with those costs projected across the years. The City continues to have significant challenges recruiting staff and appointing contractors. Employment costs are reflective of actual costs from prior years plus anticipated growth.

Notes 3.1 to 3.7 of the Plan provides required asset management funding in accordance with adopted asset management models and plans. Importantly, Council is able to identify what actions are proposed to be taken over the coming five years.

Millar Road Landfill revenue is being monitored. Alternate waste treatments do not attract State Landfill Levy and revenue is going to decrease significantly once these facilities are operating. This is not easily predicable at this time. As such, the City has only allowed conservative revenue estimates. The City needs to prepare itself for a time when revenue from this facility no longer exist. This has been known for some time and adjustments have been made. If this happens sooner rather than later, rate increases or alternate revenues would need to be found to cover the loss in income or reduce the program of construction of infrastructure delivery.

State planning policies allow for local governments to collect revenue from “new” residential land parcels and selected residential dwellings created within the City boundaries. The City has implemented a Developer Contribution Scheme and is collecting revenue for newly created residential land/dwellings within the City boundaries. The City now has over ten years of history related to contributions and the accuracy of population forecasts. Given the uncertainty associated with predicting the land development activity in recent years, careful attention needs to be kept on revenues received.

The Plan follows the direction of prior plans and still maintains services. Council Members should note debt is planned and is forecast to increase to \$97.4M. This may reduce should other revenue streams become available. Importantly, it remains within acceptable levels.

Allocations to CHRMAP have been provided for as explained in the Key Assumptions section of this report. It is anticipated approximately \$21M will be held in cash reserves at the conclusion of the 10-year Plan.

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

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ADOPTS** the November 2025 City of Rockingham Business Plan 2026/2027 to 2035/2036, as detailed in Attachment 1.

Committee Recommendation

That Council **ADOPTS** the November 2025 City of Rockingham Business Plan 2026/2027 to 2035/2036, as detailed in Attachment 1.

Committee Voting (Carried) – 5/0

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

Not Applicable

Corporate Services Financial Services



Report number / title:	CS-019/25	Budget Review – September 2025 (Absolute Majority)
File number:	FLM/17-5	
Proponent/s:		
Author:	Mrs Katie MacLachlan, Financial Controller	
Other Contributor/s:		
Date of Committee meeting:	18 November 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:	1. September 2025 Budget Review	
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

For Council to adopt the September 2025 Budget Review.

Background

The City of Rockingham (City) undertakes three budget reviews during the year to monitor its financial performance against the annual budget and to review projections to the end of the financial year. Any variations of the annual budget arising from the review process are presented for Council's consideration and adoption.

Details

The September 2025 Budget Review includes transactions during the July 2025 – September 2025 period and adjustments required to the annual budget due to the completion of the annual audit. The document includes the following information:

1. Summary of Budget Position
2. Summary of Major Amendments over \$250,000
3. Detailed Statement of Operating and Non-Operating Revenue and Expenditure by Department

Implications to Consider

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

c. Strategic

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

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

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

d. Policy

Nil

e. Financial

The overall effect of this budget review is an anticipated closing deficit for 30 June 2026 of \$14K after considering the adjustment to the opening surplus based on the annual audit and other budget amendments arising from the review.

f. Legal and Statutory

This budget review is performed as a matter of good governance and is not required by legislation.

Section 6.8(1)(b) of the Local Government Act 1995 requires a local government not to incur expenditure from municipal funds until it has been approved by an absolute majority in advance by the Council.

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 September 2025 Budget Review attachment provides full details of the proposed amendments to the 2025/2026 Annual Budget after considering the changes to the opening balances as a result of the audit. The change is summarised in the table below:

Budget Summary	2025/2026 Annual Budget	Budget Amendments	Carry Forwards	2025/26 New Amended Budget
		\$	\$	\$
Add: Carryforward Budget	39,087,750	0	18,786,127	57,873,877
Add: Advanced FAGS	0	0	0	0
Add: Carryforward funds from 2024-25	4,633,342	0	0	4,633,342
Add: Additional Untied Surplus	0	0	2,993,853	2,993,853
Opening Surplus/(Deficit)	43,721,092	0	21,779,980	65,501,072
Operating Expenditure	(217,846,773)	(2,057,991)	(131,948)	(220,036,712)
Operating Revenue	219,126,055	5,309,388	(6,908,647)	217,526,796
	1,279,282	3,251,397	(7,040,595)	(2,509,916)
Add: Adjustment for Non-Cash Items	35,406,709	0	0	35,406,709
Net Operating Result	36,685,991	3,251,397	(7,040,595)	32,896,793
Non Operating Expenditure	(111,308,601)	(5,801,170)	(11,745,532)	(128,855,303)
Non Operating Revenue	30,443,355	0	0	30,443,355
Net Capital Movements	(80,865,246)	(5,801,170)	(11,745,532)	(98,411,948)
Net Overall Result	(44,179,255)	(2,549,773)	(18,786,127)	(65,515,155)
Closing Surplus/(Deficit)	(458,163)	(2,549,773)	2,993,853	(14,083)
Closing Surplus/(Deficit) After Restricted Funds	(458,163)	(2,549,773)	2,993,853	(14,083)

1. Opening Position

Following the completion of the 2024/2025 financial audit, the Opening Position for 1 July 2025 has been finalised. The Closing Position at 30 June 2025 was \$65.5M, which now forms the Opening Position at 1 July 2025. The untied surplus has been calculated as follows:

Closing Position	65,501,072
Less: Unspent but committed funds at 30 June 2025	(57,873,877)
Less: Carry forward funds from 2024-25	(4,633,342)
Untied Surplus	2,993,853

At the May 2025 Budget Review the untied surplus was forecasted to be \$5M due to

- \$276K in rates instalment and penalty interest
- \$450K in interim rates
- \$698K in various fees and charges and other revenue
- \$905K in interest income on municipal funds
- \$2.7M in organisation wide expenditure savings

It was acknowledged at that time that this was an estimate based on the information available at the time and it is possible for a closing position to be significantly different to what is estimated due to changes in circumstances or new information which only becomes available leading up to the year-end.

With the completion of the 2024/2025 financial audit and finalisation of carry forwards, the actual surplus is \$7.6M. \$4.6M of the surplus was used to balance the 2025/26 Annual Budget as adopted during Annual Budget adoption in June 2025, leaving a final untied surplus of \$3M which is proposed to be used to cover further budget amendments.

The carry forward budget represents the unspent budget from 2024/2025 that is committed to existing projects. During the May Budget Review the amount to be carried forward was estimated at \$39M. With the close of the 30 June 2025 financial year, the actual remaining unspent budgets for existing projects were visible, which has resulted in an increase of \$18.8M in carry forwards, bringing the total balance to \$58M.

The carry forwards are detailed in the 'Current Period Carry Forwards' attachment to this report and features the following most significant adjustments:

- 1.1 \$5M increase in expenditure for the New Southern Depot land purchase.
- 1.2 \$3.6M decrease in Financial Assistance Grants income to reflect amounts received in advance.
- 1.3 \$3.3M net decrease in Main Roads, CSRFF, Lotterywest, FOGO Better Bins and Department of Transport grant income to reflect the actual funding allocations to be received in 2025/26.
- 1.4 \$1.7M increase in Transfer to Reserves consisting of:
 - 1.4.1 \$253K to Investment Property Income Reserve for Goddard House rental income.
 - 1.4.2 \$588K to Workers Compensation Reserve to quarantine for worker compensation claims.
 - 1.4.3 \$918K to Investment property Reserve in line with Council Policy – Property Investment Framework.
- 1.5 \$979K increase in expenditure for Willmott Drive – Construct traffic treatments project.
- 1.6 \$449K increase in expenditure for the Landfill Master Plan and Upgrade Existing Cell Capping.
- 1.7 \$440K increase in expenditure for Safety Bay Road – Upgrade drainage project.
- 1.8 \$415K increase in expenditure for various infield reticulation projects.

- 1.9 \$280K increase in expenditure for the Val Street Jetty Condition assessment and refurbishment project.

2. Operating Revenue

Operating revenue has increased by \$5.3M and includes the following significant amendments:

- 2.1 \$2.3M increase in Main Roads Regional Grant income in relation to the following 3 projects:
 - 2.1.1 Read Street – Chalgrove Avenue to Centaurus Street & Patterson Road Design Upgrade project - \$966K (See 5.3.1 below).
 - 2.1.2 Mandurah Road Resurfacing – Dixon Road to Kulija Road- \$888K (See 5.3.2 below).
 - 2.1.3 Warnbro Sound Avenue Resurfacing – Grand Ocean Boulevard to Clipper Avenue - \$445K (See 5.3.3 below).
- 2.2 \$1.9M increase in Department of Communities grant and a \$300K increase in Lotterywest grant funding for the design and construction of the Baldivis Men's Shed project (See 5.1 below).
- 2.3 \$1.4M increase in Main Roads Thriving Suburbs Grant for the Lotteries House/Community Hub project.
- 2.4 \$937K net decrease in grant funding for Financial Assistance Grants, CSRFF, Department of Transport and Safer Local Roads and Infrastructure Program, to reflect the actual funding allocations to be received in 2025/26.
- 2.5 \$400K increase in rates income due to higher than anticipated rates revenue received than budgeted due to additional rateable properties processed between May to July.
- 2.6 \$300K reduction in Zoning Certificate Fees to correctly reflect the anticipated income.

3. Operating expenditure

Operating expenditure has increased by \$2.1M and includes the following significant amendments:

- 3.1 \$997K increase in Waste Collection Services expenditure due to introduction of new dog litter bags and dispenser, property growth, increase in bulk rubbish collection costs and replacement of mobile rubbish bins.
- 3.2 \$375K increase in Decorative Street Lighting expenditure to correctly reflect required 2025/26 budget.
- 3.3 \$350K increase in Annual PC Replacement Program to correctly reflect required budget.
- 3.4 \$250K increase in expenditure for Road Maintenance in relation to cleaning drainage infrastructure and traffic management costs.

4. Non-Operating revenue

Non-operating income has no proposed budget amendments.

5. Non-Operating Expenditure

Non-operating expenditure has increased by \$5.8M and includes the following significant amendments:

- 5.1 \$3.4M increase in expenditure for the design and construction of the Baldivis Men's Shed project (See 2.2 above).
- 5.2 \$2.2M decrease in expenditure due to Depot Works no longer proceeding.
- 5.3 \$3.1M increase in expenditure due to the following additional Main Roads Regional Grant funded projects.
 - 5.3.1 Read Street – Chalgrove Avenue to Centaurus Street & Patterson Road Design Upgrade project - \$1.1M (Refer 2.1.1 above).
 - 5.3.2 Mandurah Road Resurfacing – Dixon Road to Kulija Road - \$1.3M (See 2.1.2 above)
 - 5.3.3 Warnbro Sound Avenue Road Resurfacing – Grand Ocean Boulevard to Clipper Avenue - \$667K (See 2.1.3 above).

- 5.4 \$1.7M increase in expenditure for the Palm Beach West Boat Ramp Redevelopment project
- 5.5 \$1.5M decrease in expenditure for Mundijong Road Realign and Install Street Lighting and Crash Barriers project.
- 5.6 \$268K increase in expenditure for Churchill Park Replace Combination Play Equipment project.

6. Conclusion

The quarterly budget review is prepared to address the changes encountered during a financial year and makes modifications to address these changes. It is important to continuously monitor annual budgets and update forecasts, and the quarterly budget review is viewed as the most appropriate tool to address this.

This approach is crucial in ensuring the City remains in a sound financial position to meet its planned operating and capital projects and importantly pay its liabilities when due and payable. The annual budget and the budget reviews aim to strike a balance between sustainability and affordability of services.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council **ADOPTS** the September 2025 Budget Review as detailed in Attachment 1.

Committee Recommendation

That Council **ADOPTS** the September 2025 Budget Review as detailed in Attachment 1.

Committee Voting (Carried) – 5/0

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

Not Applicable

General Management Services Governance and Councillor Support



Report number / title:	GM-020/25 Advocacy Position Register Review
File number:	GOV/57
Proponent/s:	
Author:	Mr Darren Mellowship, Senior Governance Officer
Other Contributor/s:	Mr Jim Olynyk, Manager Governance and Councillor Support
Date of Committee meeting:	18 November 2025
Previously before Council:	19 December 2023 (GM-036/23)
Disclosure of Interest:	
Nature of Council's role:	Executive
Attachments:	1. Proposed Advocacy Position Register
Maps / Diagrams:	
Site:	
Lot Area:	

Purpose of Report

To review the Council's Advocacy Position Register and update the associated Advocacy positions.

Background

The Council's Governance and Meeting Framework Policy Council Policy (**Policy**) provides that an advocacy register will be established and maintained to record all Council Decisions that comprise an advocacy position of the City of Rockingham (**City**).

The Policy defines an advocacy position as:

"a matter that is not within the scope of control of the City but is one that Council seeks to promote on behalf of the community. This can be to State or Federal government Ministers, departments, agencies, not-for-profit organisations and commercial enterprises responsible for the matter impacting upon the community."

The Policy also prescribes the process for review of each advocacy position and requires the preparation of a discussion paper and presentation at a November Councillor Engagement Session that falls after each local government election.

Officers presented the Council's current advocacy positions at the 4 November 2025 Councillor Engagement Session which provided the opportunity for discussion on each advocacy position. Feedback from this session has informed the development of this report.

Details

Previous Advocacy Position Register Reviews

Council has reviewed the Advocacy Position Register on four occasions since the Council Policy – Governance and Meeting Framework was adopted in 2015. Data from the previous reviews indicates there has been a significant growth in advocacy positions adopted by Council.

Table 1: Historic Advocacy Position Register Reviews by Council

Council Review	Positions Retained	Positions Removed	Total Positions Considered
July 2018	13	5	18
March 2020	13	6	19
December 2021	15	6	21
December 2023	28	7	35

Advocacy Position Register Review 2025

City Officers have reviewed the current Advocacy Position Register and a RETAIN, REMOVE or MODIFY recommendation is presented for each item. Those matters which are recommended for removal include items which are either completed, superseded or are considered no longer relevant.

Following consideration among City Officers, the below table outlines the number of positions that are recommended to retain, remove or modify.

Table 2: Officer Recommendations for Advocacy Position Register Review 2025

Recommend Retain	Recommend Remove	Recommend Modify	Total
25	15	8	48 positions
			33 remaining following review (Subject to Council Approval)

Advocacy Plan 2026

The Advocacy Plan is a separate and distinct document that is subject to its own process.

The Advocacy Plan contains the City’s strategic priorities in a brochure / prospectus format. It is published on the City’s website and provides more detailed information which supports lobbying efforts to Commonwealth and State Ministers, local Members of Parliament and other relevant organisations.

The Advocacy Plan 2026 will be informed by the Advocacy Position Register, as well as a consultation workshop with Council and City Officers in early 2026. This provides an opportunity for Council to consider projects which are identified in the Council’s Community Infrastructure Plan but are not included in the current Advocacy Position Register or the current Advocacy Plan.

At present, the current Advocacy Plan features the below ten strategic projects:

- Cape Peron Master Plan Implementation
- Grade Separation at Baldivis Road and Kulija Road Intersection
- Karnup Train Station and Associated Infrastructure
- Port Rockingham Marina (Wanliss Street)
- Resolve Feasibility of Garden Island Highway
- Rockingham Strategic Centre, Dixon Road Development
- Aqua Jetty Stage 2
- Baldivis and District Men’s Shed
- Redevelopment of Warnbro Community Recreation Centre
- Safety Bay Community Facility Redevelopment

Implications to Consider

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

c. Strategic

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

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

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

d. Policy

Council Policy – Governance and Meeting Framework provides:

An Advocacy Position Register will be established and maintained to record all Council decisions that comprise an advocacy position of the City. An Advocacy position relates to a matter that is not within the scope of control of the City but is one that Council seeks to promote on behalf of the community. This can be to State or Federal government Ministers, departments, agencies, not-for-profits organisations and commercial enterprises responsible for the matter impacting upon the community.

Following each ordinary local government election, the Advocacy Position Register will be reviewed by Council Members at a Councillor Engagement Session for relevancy with the City's Strategic Objectives. A discussion paper will be prepared and presented at the November Councillor Engagement Session that falls after each ordinary local government election.

e. Financial

Nil

f. Legal and Statutory

Nil

g. Risk

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

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

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

Nil

Comments

The Advocacy positions and the officer recommendations for each item are as follows:

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
<p>1. Constitutional Recognition of Local Government</p>	<p>To determine Council's position on the constitutional recognition of Local Government.</p>	<p><i>That Council SUPPORT the amendment of the Australian Constitution to establish financial recognition of Local Government which would allow the Commonwealth to directly fund Local Governments. Carried en bloc</i></p>	<p>Recommendation: RETAIN There is presently no announced intention from the Commonwealth Government to introduce constitutional recognition of local government. It is recommended this is retained as a philosophical and strategic position of Council.</p>
<p>2. Mobile Phone Coverage</p>	<p>Cr Whitfield has submitted the following Notice of Motion for consideration at the November 2015 Ordinary Council Meeting:</p> <ol style="list-style-type: none"> 1. "That Council SUPPORTS our Metropolitan City having adequate Mobile Coverage throughout all suburbs. 2. That Council DIRECTS the Chief Executive Officer to write to the Federal Communications Minister asking that the Mobile Coverage shortfalls be addressed in Baldvis and any other affected suburbs." 	<p><i>That Council:</i></p> <ol style="list-style-type: none"> 1. SUPPORTS effective telecommunications coverage throughout the City. 2. DIRECTS the Chief Executive Officer to seek the support of the Federal Minister for Communications in requesting commercial service providers to remedy identified poor coverage "hotspots" in Baldvis. 3. DIRECTS the Chief Executive Officer to engage in a public awareness campaign directed at Baldvis residents encouraging them to nominate Baldvis as a black spot area through the Federal Department of Communications 'mobile coverage' email address. <p><i>Carried – 9/0</i></p>	<p>Recommendation: MODIFY Modify as follows: "Advocate for the City to write to the Commonwealth Minister for Communications that reliable mobile phone coverage remains an issue for residents in Baldvis and surrounding suburbs; and request the Commonwealth Government encourage mobile phone providers to improve their network coverage in the Rockingham District." Records show the City undertook a public awareness campaign in the winter/spring edition of the City Chronicle 2016 delivered to all residents within the City of Rockingham. The City conducted a survey collecting a total of 668 responses and sent the information to the Commonwealth Department of Communications and the then Minister for Communications. Residents were urged to contact mobile network operators directly. Despite the actions of the City and that Baldvis no longer features in the Telstra Mobile Black Spot Program, mobile phone coverage remains an issue in community. Accordingly, it is recommended the wording be updated to reflect contemporary access issues.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
<p>3. Development Assessment Panels</p>	<p>To consider a Notice of Motion from Cr Kelly McManus.</p>	<p><i>That Council:</i> 1. ADOPTS the following policy position: (a) <i>That Development Assessment Panels (DAPs) should be abolished on the basis that:</i> (i) <i>DAPs by means of their majority being unelected membership are not democratic bodies representing the ratepayers and accordingly do not reflect the aspirations or values of the community;</i> (ii) <i>DAPs represent a significant erosion of planning powers by elected representatives who have been given a mandate by ratepayers to make these decisions;</i></p> <p><i>Carried – 10/0</i></p>	<p>Recommendation: RETAIN The Select Committee <i>Inquiry into Land Development and Planning in Western Australia</i> reporting to the Legislative Council was announced in September 2025. The Select Committee Terms of Reference include inquiring into Development Assessment Panel decisions and decisions made under the Significant Development Pathway. The Council’s advocacy position which opposes Development Assessment Panel’s should be maintained during the Inquiry and reviewed following the Select Committee’s Inquiry and its recommendations to the State Government. The Council should also be mindful of WALGA’s advocacy position, which does not oppose DAPs but seeks to modify the terms by which they operate.</p>
<p>4. Perth Transport Plan for 3.5 Million People and Beyond</p>	<p>To seek Council’s approval of a submission on the Department of Transport’s <i>Perth Transport Plan for 3.5 Million People and Beyond</i> (<i>‘Perth Transport Plan’</i>).</p>	<p><i>That Council:</i> 2. ADOPTS the following policy positions: (i) <i><previously deleted></i> (ii) <i>Support the development of the Outer Harbour acknowledging the significant economic benefit such a project would bring to the region.</i></p>	<p>Recommendation: MODIFY Retain: (ii) (iii) (v) Remove: (iv) The advocacy positions in relation to Westport and prioritisation of the Karnup Train Station remain relevant. Point (iv) is being progressed through the Perth South-West Alliance and does not warrant retention.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
		<p>(iii) Support the commencement of planning for the new facility which should include resolution of issues relating to regional land use and transport planning.</p> <p>(iv) Request all member local governments of the South West Group to support the planning and development of the Outer Harbour and for the South West Group to lead State and Federal Government engagement in the planning process on relevant regional issues.</p> <p>(v) Support the construction of the Karnup Train Station as a high priority State Government project.</p> <p>Carried – 6/5</p>	
<p>5. Western Trade Coast Protection Area – Buffer Definition</p>	<p>To request the State Government to undertake a proper scientific examination of the entire Western Trade Coast Protection Area buffer line.</p> <p>(Note: now known as Kwinana Air Quality Buffer)</p>	<p>That Council DIRECTS the Chief Executive Officer to write to the Premier, in his capacity as Minister for State Development to:</p> <ol style="list-style-type: none"> Express the Council's continued concerns and opposition to the limited review which was undertaken by the Environmental Protection Authority (EPA) on the Western Trade Coast Protection Area (WTCPA) buffer in the Mandogalup locality; Seek Premier McGowan's support to expand the EPA review to encompass the whole of the WTCPA buffer line, using 	<p>Recommendation: REMOVE</p> <p>The new Precinct Structure Plan for the Strategic Centre does not propose sensitive uses within the buffer, unlike the previous plan, which was the catalyst for the existing advocacy position.</p> <p>Although the existing buffer alignment is not based on scientific grounds, there is no motivation to retain the advocacy position and it is recommended for removal.</p> <p>All applications within the Rockingham Industrial Zone will be assessed in the normal manner to determine the extent of impact on existing sensitive uses.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
		<p><i>modern scientific research and methods, to ensure a proper, justifiable and credible outcome; and</i></p> <p>3. <i>Request that the Western Australian Planning Commission, as the State's leading planning agency, be tasked with the responsibility of resolving the Western Trade Coast land use planning framework, following definition of the buffer line.</i></p> <p><i>Carried en bloc</i></p>	
<p>6. Kwinana Loop Freight Railway</p>	<p>To seek Council's approval to engage with the State Government to seek the abolition of the proposal to reinstate the 'Kwinana Loop Freight Railway'.</p>	<p><i>That Council DIRECTS the Chief Executive Officer to:</i></p> <p>1. <i>Write to the Minister for Transport, Planning and Lands, the Hon Rita Saffioti, MLA to seek the abolition of the 'Kwinana Loop Freight Railway' on the same grounds that the City objected to Proposal 31 of the South East and South West Omnibus Amendment and the inadequacies of the Multi-Criteria Analysis process conducted by the Department of Transport.</i></p> <p>2. <i>Request a meeting with the Minister for Transport, Planning and Lands and the Chair of the Western Australian Planning Commission to convey the Council's total opposition to the proposed reinstatement of the 'Kwinana Loop Freight Railway'.</i></p>	<p>Recommendation: MODIFY</p> <p>Modified as follows: "Advocate for the preferred alignment of the Kwinana Rail Loop (Ennis Avenue) as set out in the <i>Western Trade Coast Infrastructure Strategy</i>." The Westport Taskforce and the Department of Transport completed a planning process to identify a new rail alignment (adjacent to Ennis Avenue) which has been conditionally supported by the City. This alignment is reflected in the State government adopted <i>Western Trade Coast Infrastructure Strategy</i>. Until the alignment is confirmed and dedicated, and the remnants of the existing Kwinana Loop Railway reserve are deleted, the position remains relevant.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
		3. <i>Seek to clarify the new State Government's position on the freight rail planning in the Rockingham Industry Zone, particularly given the unresolved nature of the proposed Outer Harbour feasibility investigations, which are yet to commence.</i> <i>Carried – 8/0</i>	
7. Woodbridge Estate Road Access, Cooloongup <i>(Recommendation from the City Safe Advisory Committee Meeting held on 9 May 2019)</i>	For Council to direct the Chief Executive Officer (CEO) to obtain an update from the State Government regarding the preferred second access route into the Woodbridge Estate, Cooloongup and the Rockingham General Hospital.	<i>That Council DIRECTS the Chief Executive Officer to undertake further investigation and complete a report into the second access road into the 'Woodbridge Estate', Cooloongup.</i> <i>Carried en bloc – 8/0</i>	Recommendation: REMOVE (Retained under #32) This was actioned by report "AS-003/24 – Secondary Access to the Woodbridge Estate and Rockingham Hospital, Cooloongup" on 27/02/2024 Council meeting. (Refer item #32)
8. Coastal Hazard Risk Management and Adaptation Plan	To consider the Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) for adoption, following completion of public advertising.	<i>That Council:</i> 1. ADOPTS <i>the Coastal Hazard Risk Management and Adaptation Plan 2019 (amended).</i> 2. ADVOCATES <i>to the State and Federal Governments for funding support to assist with coastal adaptation</i> <i>Carried – 9/0</i>	Recommendation: RETAIN The City maintains the view that State and Commonwealth funding assistance will be required to assist with coastal adaptation.

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
<p>9. Single Use Plastics and Balloons Advocacy</p>	<p>To provide advice on the following motion submitted by Cr Edwards: “That Council: 1. ADVOCATES for a state-wide ban on single use plastic serving materials (such as spoons, forks, plates and straws) and an amendment to the Litter Act 1979 to define balloon releases as littering. 2. DIRECTS the CEO to write to the Western Australian Minister for Environment requesting that action be taken to implement a state-wide ban on single use plastic serving materials and an amendment to the Litter Act 1979 to define balloon releases as littering.”</p>	<p><i>That Council:</i> 1. ADVOCATES for a state-wide ban on single use plastic serving materials (such as spoons, forks, plates and straws) and an amendment to the Litter Act 1979 to define balloon releases as littering. 2. DIRECTS the Chief Executive Officer to write to the Western Australian Minister for Environment requesting that action be taken to implement a state-wide ban on single use plastic serving materials and an amendment to the Litter Act 1979 to define balloon releases as littering. Carried – 10/1</p>	<p>Recommendation: REMOVE This has since been implemented by the State Government.</p>
<p>10. North-East Baldivis Planning</p>	<p>The purpose of this Council resolution is to support any planning for development within North East Baldivis should be primarily for employment generating land uses. This position remains relevant.</p>	<p><i>That Council:</i> 1. ADVOCATES that any planning for development within North East Baldivis should be primarily for employment generating land uses. 2. DIRECTS the CEO to write to the Minister for Planning and local members of the State Parliament advising of the above advocacy position, with appropriate supporting information. Carried – 11/0</p>	<p>Recommendation: REMOVE (Employment Planning retained under #31) District Structure Plan has now received conditional approval from the Western Australian Planning Commission. Further advocacy with respect to employment planning is addressed in item No.31.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
<p>11. Conservation of Little Penguin Population (<i>Eudyptula minor</i>) at Penguin Island</p>	<p>To consider further advocacy with the State Government with respect to conservation of the Little Penguin colony at Penguin Island.</p>	<p><i>That Council:</i></p> <ol style="list-style-type: none"> ENDORSES the position that the conservation of the Little Penguin colony at Penguin Island requires additional resource allocation from the State Government including the preparation of a specific Management Plan and the formation of a dedicated Working Group to govern the matter. DIRECTS the Chief Executive Officer to write to the Minister for Environment to progress the above. <p>Carried – 10/0</p>	<p>Recommendation: RETAIN</p> <p>This matter will be considered by the State’s Little Penguins Advisory Group, which is expected to finalise its findings and recommendations by the end of 2025.</p>
<p>12. Stakehill Road Reserve, Baldivis</p>	<p>To seek support to expedite the expansion and realignment of the Stakehill Road Reserve, via the Metropolitan Region Scheme Amendment.</p>	<p><i>That Council:</i></p> <ol style="list-style-type: none"> DIRECTS the CEO to write to the Minister of Planning to expedite the expansion and realignment of the Stakehill Road Reserve, via the Metropolitan Region Scheme Amendment, highlighting the importance of the safety issues faced by residents at Stakehill Road. <p>Carried – 12/0</p>	<p>Recommendation: RETAIN</p> <p>An MRS Amendment has not yet been initiated by the WAPC.</p>
<p>13. Proposed Local Government Reforms</p>	<p>To advocate the positions of the City on the Local Government Reforms proposed by the Department of Local Government, Sport and Cultural Industries (DLGSC). The feedback provided by the City along with other submissions will inform the drafting of the reform legislation.</p>	<p><i>That Council</i> ADOPTS the attached document titled ‘Local Government Reform – Summary of Proposed Reforms’ as its submission on Local Government reform to the Western Australian Local Government Association and the Department of Local Government, Sport and Cultural Industries dated January 2022.</p> <p>Carried – 12/0</p>	<p>Recommendation: REMOVE</p> <p>Local Government Reform remains part of the WA State Government agenda. The City will prepare a Local Government Reform Register to ensure Council can access a copy of all City submissions throughout the consultation.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
<p>14. Proposed Penguin Information Centre – Penguin Island</p>	<p>To provide a recommendation to the Western Australian Panning Commission (WAPC), pursuant to the requirements of the Metropolitan Region Scheme (MRS), on an application for Development Approval for a proposed Penguin Information Centre (PIC) on Penguin Island.</p>	<p><i>That Council:</i></p> <p>1. NOT SUPPORT the application seeking Development Approval for the proposed new Penguin Information Centre on Penguin Island, for the following reasons:</p> <p>(i) <i>Inadequate information has been provided to evaluate the full impact on the Little Penguin colony from the construction of the new Penguin Information Centre and boardwalks, the demolition of boardwalks and the existing Penguin Information Centre and the Island visitation;</i></p> <p>(ii) <i>The Assessment of Impacts on Little Penguins of the Proposed Construction of the Penguin Island Discovery Centre and Associated Demolition and Visitation 2022 confirms that the proposal for the new Penguin Information Centre is likely to impact the population of the Little Penguin colony on Penguin Island;</i></p> <p>(iii) <i>Formal public consultation has not been undertaken on the proposal by the Department of Biodiversity, Conservation and Attractions; and</i></p> <p>(iv) <i>A Coastal Hazard Risk Management and Adaptation Plan assessment has not been undertaken in accordance with State Planning Policy 2.6 for the proposed development, including demolition and/or construction works.</i></p>	<p>Recommendation: REMOVE</p> <p>A Penguin Information Centre on Penguin Island is no longer being pursued.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
		<p>2. DIRECTS the Chief Executive Officer to advocate that the State Government delay the construction of a new facility until the Department of Biodiversity, Conservation and Attractions conducts a thorough and transparent options analysis, involving all stakeholders and including industry experts, which establishes the optimum location for a new Penguin Information Centre that balances the ongoing sustainability of the Little Penguin colony with the regional tourism value of Penguin Island.</p> <p>Carried – 11/0</p>	
<p>15. Tourist Destination Strategy 2019 – 2024 Minor Review (including external review of Visitor Servicing in the Rockingham Region)</p>	<p>To provide Council with the outcomes of the Tourist Destination Strategy 2019 – 2024 (TDS) minor review (including external review of visitor servicing in the Rockingham region) and recommend a way forward for Council's consideration.</p>	<p>That Council:</p> <p>1. APPROVES Officer Recommendation 1, 2 and 3 per the Corporate and Community Development Committee recommendations</p> <ul style="list-style-type: none"> · APPROVES an additional action in the Tourist Destination Strategy 2019-2024: Conduct an analysis of existing accommodation product options within the City, evaluate consumer demand, and develop recommendations and advocate for new accommodation products in these locations. · APPROVES an additional action in the Tourist Destination Strategy 2019-2024: City of Rockingham work with WA group FACET (Forum Advocating 	<p>Recommendation: REMOVE All actions have been completed.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
		<p><i>Cultural and Eco-Tourism) to identify ways the City can encourage the tourism community and businesses to develop and deliver authentic cultural and nature-based tourism experiences in Rockingham.</i></p> <ul style="list-style-type: none"> · APPROVES the deletion of the following action from the Tourist Destination Strategy 2019-2024: Establish a relationship with Ecotourism Australia with the purpose of achieving accreditation as an ECO Destination in the medium to longer term future.” 2. DIRECTS the CEO to undertake a procurement process, with a clear scope of works for a fee for service agreement of visitor servicing in Rockingham of up to \$100,000 per annum, for up to a two-year period ending 30th June 2024. 3. DIRECTS the CEO to extend the current fee for service agreement with Tourism Rockingham Inc. on a month-by-month basis, until the procurement process has taken place and a contract has been awarded to the successful applicant. 4. DIRECTS the CEO to establish a City-owned and operated Mobile Visitor Information Service to be ready for activation in spring 2023 or 2024, before the next Tourism Strategy implementation period. <p>Carried – 12/0</p>	

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
<p>16. Recommendation from the Point Peron Rehabilitation Committee Meeting held on 1 March 2022 – Public Toilets at Point Peron</p>	<p>For Council to consider a recommendation from the Point Peron Rehabilitation Committee (PPRC) for it to seek funding support from the Premier of Western Australia, for the installation of public toilets at Point Peron, which is under the management of the Department, Biodiversity Conservation and Attractions (DBCA).</p>	<p><i>That Council:</i></p> <ol style="list-style-type: none"> 1. SUPPORTS <i>the construction and maintenance of a new public toilet facility, with appropriate video surveillance capability, at Point Peron, by the Department of Biodiversity Conservation and Attractions, custodians of the land.</i> 2. ADVOCATES <i>to the Hon Mark McGowan MLA, Member for Rockingham, Premier of Western Australia and the Hon Reece Whitby MLA, Minister for Environment to seek State Government funding of this important public amenity.</i> <p><i>Carried en bloc – 12/0</i></p>	<p>Recommendation: RETAIN</p> <p>In November 2024, the State Government announced funding for new toilet facilities at Cape Peron. Planning is now underway by DBCA. The advocacy position should be maintained until the facility is delivered.</p>
<p>17. Recommendation from the Community Safety and Support Services Advisory Committee – Advocate for Crisis Accommodation</p>	<p>For Council to advocate to the State Government to prioritise the need for crisis accommodation within the City of Rockingham (City) municipality.</p>	<p><i>That Council ADVOCATES to the State Government to prioritise the need for Crisis Accommodation within the City of Rockingham.</i></p> <p><i>Carried – 12/0</i></p>	<p>Recommendation: RETAIN</p> <p>The City remains committed to pursuing the issue with the State Government and other stakeholders.</p> <p>On 17 January 2025 the City wrote to the Minister for Homelessness (cc'd Magenta Marshall MP) to provide an update on the homelessness situation for the region and seeking to understand any plans the State Government has on the on local services sector. A response was received on 23 April 2025 which acknowledged the City's commitment and support in addressing homelessness.</p> <p>On 15 August 2025, the City raised crisis accommodation advocacy priority with Shelter WA.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
<p>18. East Baldivis District Open Space</p>	<p>To consider the ownership status of land identified for the East Baldivis District Open Space and options for securing access to the land to enable its development in due course.</p>	<p><i>That Council DIRECTS the Chief Executive Officer to advocate that the Department of Education take immediate action to acquire land for the future High School to allow development of the co-located East Baldivis District Open Space.</i> <i>Carried – 11/0</i></p>	<p>Recommendation: RETAIN The City wrote to the Western Australian Planning Commission in January 2025 seeking assistance by acquiring the required land. The City has met with relevant DPLH staff but a decision has yet to be made. The City is continuing to engage with DPLH seeking an outcome on this matter.</p>
<p>19. Strategic Boating Plan 2023-2036 – Adoption (AS009/23)</p>	<p>For Council to adopt the Strategic Boating Plan 2023 - 2036 following conclusion of the community consultation process.</p>	<p><i>That Council ADOPTS the Strategic Boating Plan 2023 - 2036 for implementation.</i> <i>Actions from the Strategic Boating Plan –</i></p> <ul style="list-style-type: none"> · <i>Advocate for the Western Australian government to take management and maintenance responsibility for the Point Peron boating facility</i> · <i>Seek funding from the Department of Defence and Department of Transport for designing wave mitigation infrastructure at Point Peron Facility</i> · <i>Seek funding from the Department of Defence and Department of Transport for the construction of wave mitigation infrastructure at Point Peron Facility</i> · <i>Advocate for offshore placement of dredged material in Warnbro Sound</i> · <i>Advocate for the Department of Transport to construct the upgrade of the Port Kennedy boat ramp facility to six boat ramp lanes; breakwater and additional parking</i> 	<p>Recommendation: RETAIN AS009/23 - Advocacy actions remain ongoing</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
<p>Future of Bent Street Boat Launching Facility, Tern Bank and 'The Pond' (AS016/25)</p>	<p>For Council to determine the future management of Bent Street Boat Launching Facility, Tern Bank and 'The Pond'.</p>	<ul style="list-style-type: none"> · <i>Advocate for the Department of Transport to take management and maintenance responsibility for the Port Kennedy boating facility</i> <p><i>Carried en bloc – 11/0</i></p> <p><i>That Council:</i></p> <ol style="list-style-type: none"> 1. SUPPORTS <i>the Warnbro Sound Coastal Modelling Study outcome and its recommendations to:</i> <ol style="list-style-type: none"> (i) <i>discontinue the boating provision at Bent Street boat launching facility and reassess the parking provision.</i> (ii) <i>continue to advocate to State Government for Port Kennedy boat ramp upgrade to a protected boating facility.</i> (iii) <i>continue to educate the community on the long-term predicted future for 'The Pond'.</i> <p><i>Carried – 12/0</i></p>	<p>AS016/25 - Advocacy and education actions remain ongoing.</p>
<p>20. Notice of Motion – 'Port Rockingham' Marina (Wanliss Street)</p>	<p>To respond to the following Notice of Motion from Cr Edwards – <i>That Council DIRECTS the Chief Executive Officer to:</i></p> <ol style="list-style-type: none"> 1. <i>Advocate that the State Government assists in the delivery of the approved 'Port Rockingham' Marina (at Wanliss Street), including the granting of a seabed lease to the proponent, to enable the project to proceed; and</i> 	<p><i>That Council:</i></p> <ol style="list-style-type: none"> 1. ACKNOWLEDGES <i>its advocacy action contained within its Community Plan Strategy - Coastal Facilities Strategy 2021 – 2025 to support development of an appropriate, planning approved and environmentally sound marina for the City's boating community.</i> 2. DIRECTS <i>the Chief Executive Officer to advance the advocacy detailed in point 1 above.</i> 	<p>Recommendation: REMOVE</p> <p>Recommend removal as actions have been completed and advocacy is acknowledged within the adopted <i>Community Plan Strategy - Coastal Facilities Strategy</i></p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
	<p>2. <i>Asses a new action in the City's Economic Development Strategy, when reviewed, to establish the socio-economic benefit of a marina being built in Rockingham.</i></p>	<p>3. CONSIDERS an action in the City's Economic Development Strategy 2025 – 2030, to include a relevant study into the benefits of a marina being developed in Rockingham.</p> <p><i>Carried – 11/1</i></p>	
<p>21. Strategic Metropolitan Centre – Rockingham City Centre Transit System</p>	<p>The State Government endorsed Rockingham Strategic Metropolitan Centre Plan envisages that a fixed route transit system links Rockingham train station, via the City Centre to the Rockingham foreshore.</p>	<p><i>Lobbying the State Government to:</i></p> <ol style="list-style-type: none"> 1. <i>Acknowledge the RCCTS in strategic government public transport policy such as Metronet;</i> 2. <i>Agreement to undertake a detailed business case proposition of the RCCTS;</i> 3. <i>Funding the capital outlay for the RCCTS infrastructure which varies from approximately \$30 million to \$150 million plus depending on the mode of light rail transit; and</i> <p><i>Potential funding of a trackless tram pilot project.</i></p>	<p>Recommendation: RETAIN</p> <p>This is a long-term matter that the City advocates for at every opportunity.</p>
<p>22. Strategic Metropolitan Centre – Dixon Road</p>	<p>The former Dixon Road sporting fields site (24 h.a.) is identified as a “Smart Village” under the City’s planning framework and Rockingham Strategic Metropolitan Centre. This represents an opportunity to develop the site through a range of mixed uses with a focus on employment generating commercial activity.</p>	<p><i>State Government support to develop the site in a joint venture with the City of Rockingham</i></p>	<p>Recommendation: MODIFY</p> <p>Modify as follows:</p> <p><i>“The City partner with the State Government to progress development of the former Dixon Roads Playing Fields in accordance with the adopted Rockingham Strategic Centre Precinct Structure Plan.”</i></p> <p>Since the adoption of this advocacy position, there have been multiple processes conducted to examine the feasibility of developing the former Dixon Road Playing Fields.</p> <p>It is recommended the wording be refined to more accurately reflect the City’s role in partnership with the State Government to progress development in accordance with the adopted Precinct Structure Plan. Also, it will be determined subsequently if a JV is necessary.</p>


Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
<p>23. Transport – Resolve Feasibility of Garden Island Highway</p>	<p>The Garden Island Highway is land historically reserved for road development in the event that future activities on Garden Island warranted a regional road connection. A report from 2015 outlined the negative traffic impacts associated with HMAS Stirling on the existing local road network should the highway not be constructed. To date there has been no environmental assessment undertaken to determine if the Garden Island Highway can be constructed.</p>	<p><i>Seek Department of Defence, Main Roads WA and Department of Planning, Lands and Heritage commitment to undertake necessary feasibility studies to determine viability of project. Subject to viability being demonstrated, seek federal government funding to deliver the project.</i></p>	<p>Recommendation: RETAIN In December 2024, the Commonwealth and State Governments committed to undertaking various studies including the feasibility of the GIH – at this stage, the studies have not substantially progressed.</p>
<p>24. Transport – Grade separation at Baldivis Road and Kulija Road intersection</p>	<p>There have been 19 crashes at the Baldivis Rd/Kulija Rd intersection including four casualties between 2015-2019. The opportunity to construct grade separation at the intersection will improve safety and facilitate the expansion of the Fremantle to Mandurah Freight Route, however, due to restrictions at the site the extension of Nairn Drive is required to replace traffic movements removed by the grade separation.</p>	<p><i>Seek Main Roads WA commitment and funding to facilitate the upgrade of the intersection.</i></p>	<p>Recommendation: RETAIN State Government funding has been secured to construct traffic signals at the intersection, including an additional westbound lane. Construction to be completed by March 2029. The advocacy for grade separation will need to continue.</p>
<p>25. Community Recreation and Economy and Tourism – Safety Bay Shoalwater Foreshore Master Plan Implementation</p>	<p>Delivery of the foreshore Master Plan will support the local community recreation needs and tourism economy including leveraging additional private investment into Safety Bay and Shoalwater. Delivery of the project in its entirety is beyond the financial capacity of the City alone.</p>	<p><i>Seek a contribution of up to \$36 million to assist in the implementation of the Safety Bay Shoalwater Foreshore Master Plan.</i></p>	<p>Recommendation: RETAIN</p>


Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
<p>26. Economy and Tourism – Rockingham Beach Foreshore Master Plan Stage 2 Implementation</p>	<p>Delivery of Stage 2 of the Rockingham Beach Foreshore Master Plan will improve visitor experience and provide a platform upon which private investment would be leveraged.</p>	<p><i>Seek a contribution of up to \$35 million to enable the implementation of Stage 2 of the Rockingham Beach Foreshore Master Plan.</i></p>	<p>Recommendation: RETAIN</p>
<p>27. Economy and Tourism – Employment Self Sufficiency</p>	<p>Employment Self Sufficiency refers to the proportion of local jobs filled by local residents. The City of Rockingham has a low ratio (54%) compared to the state average (72%) and forecasts show this declining further in future years.</p>	<p><i>Planning for additional employment generating land in north Baldivis, Karnup and Rockingham City needs to be a state government priority and actioned as soon as possible.</i></p>	<p>Recommendation: RETAIN</p>
<p>28. Sport and Recreation – Karnup Regional Sporting Complex</p>	<p>The community of Karnup will need a regional sporting complex development in future years to accommodate its significant growth. Land has been identified for the development of a regional sporting complex, however it is currently subject to mining agreements through the extraction of sand.</p>	<p><i>That the state formalise the ceding of the identified land to the City of Rockingham for sporting purposes (subject to the completion of sand extraction) so that planning can proceed for its future development.</i></p>	<p>Recommendation: RETAIN</p>
<p>29. Notice of Motion - A Shared Path for Cyclists and Pedestrians to Connect Port Kennedy and Secret Harbour</p>	<p>To respond to the following Notice of Motion from Cr Jones: <i>“That Council DIRECTS the Mayor and CEO to advocate to the Minister for Environment, the Department of Biodiversity, Conservation and Attractions (DBCA) and if necessary political parties and candidates to construct within the Port Kennedy Scientific Park:</i></p>	<p><i>That Council DIRECTS the Mayor and CEO to advocate to the Minister for Environment, the Department of Biodiversity, Conservation and Attractions (DBCA) and if necessary political parties and candidates to construct within the Port Kennedy Scientific Park:</i></p> <ol style="list-style-type: none"> <i>1. A shared path for cyclists and pedestrians to connect Port Kennedy and Secret Harbour.</i> 	<p>Recommendation: RETAIN Advocacy actions are ongoing, noting DBCA are not supportive.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
	<p>1. A shared path for cyclists and pedestrians to connect Port Kennedy and Secret Harbour.</p> <p>2. Interpretive and wayfinding signage.”</p>	<p>2. Interpretive and wayfinding signage.</p> <p>Carried – 10/2</p>	
<p>30. Notice of Motion - Upgrading the Intersection of Mandurah Road and Anstey Road, Secret Harbour to a Traffic Signal Controlled Intersection</p>	<p>To respond to the following Notice of Motion from Cr Buchan: “That Council ADVOCATES to Main Roads WA for upgrading the intersection of Mandurah Road and Anstey Road, Secret Harbour to a traffic signal controlled intersection; including, extending the right turn pocket from Mandurah Road to Anstey Road as a priority to address the community’s safety concerns.”</p>	<p>That Council ADVOCATES to Main Roads WA for upgrading the intersection of Mandurah Road and Anstey Road, Secret Harbour to a traffic signal controlled intersection; including, extending the right turn pocket from Mandurah Road to Anstey Road as a priority to address the community’s safety concerns.</p> <p>Carried – 12/0</p>	<p>Recommendation: RETAIN</p> <p>Construction funding is being sought for construction of the left turn acceleration lane from Anstey Rd to Mandurah Rd.</p> <p>Advocacy is ongoing for full signalisation and extension of the right turn pocket.</p>
<p>31. North-East Baldivis - Proposed District Structure Plan and Amendment to Metropolitan Region Scheme</p>	<p>To consider the Draft North-East Baldivis District Structure Plan (DSP), and pre-lodgement consultation on a proposed Amendment to the Metropolitan Region Scheme (MRS) to rezone Stage 1 of the DSP area, and to seek Council approval to lodge submissions with the Western Australian Planning Commission (WAPC) and the Department of Planning Lands and Heritage (DPLH) on these proposals.</p>	<p>That Council: REAFFIRMS its Advocacy Position of June 2020, as follows: “That Council: (i) ADVOCATES that any planning for development within North East Baldivis should be primarily for employment generating land uses. (ii) DIRECTS the CEO to write to the Minister for Planning and local members of the State Parliament advising of the above advocacy position, with appropriate supporting information.” ADVOCATES for collaboration between the City, other relevant Local Authorities and the State Government to plan for employment growth in the</p>	<p>Recommendation: MODIFY</p> <p>Retain: Balance of advocacy position</p> <p>Remove: (i) (ii)</p> <p>The DSP for North East Baldivis was conditionally approved by the WAPC, and as a result, point (i) and (ii) can be removed.</p> <p>The other matter, to plan for the employment growth across the broader region, remains valid.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
		<p><i>City of Rockingham (and the broader sub-region), that will deliver an increased level of Employment Self Sufficiency, resulting in acceptable levels of liveability and transport efficiency, in accordance with targets set out in the South West Metropolitan Peel Planning Framework 2018.</i></p> <p><i>Carried en bloc – 12/0</i></p>	
<p>32. Secondary Access to the Woodbridge Estate and Rockingham Hospital, Cooloongup</p>	<p>To seek Council approval to update the current advocacy position for establishment of a second entrance to the Woodbridge Estate.</p>	<p><i>That Council ADVOCATES for the planning of a second entrance to the Woodbridge Estate to be completed by 2031.</i></p> <p><i>Carried – 12/0</i></p>	<p>Recommendation: MODIFY</p> <p>Discussion is underway with DBCA and DPLH for creation of a 40m road reserve, connecting the east of the Rockingham General Hospital to Dixon Road. DBCA is concerned with proposed road reserve due to environmental values of the area.</p> <p>It is recommended the position is modified to the following: “That Council advocates for the urgent planning of a second entrance to the Woodbridge Estate to be completed as soon as practicable.”</p>
<p>33. Annual Electors’ Meeting 8 February 2024 Resolution – Air Quality Monitoring Stations</p>	<p>To consider the following Resolution from the Annual Electors’ Meeting held on 8 February 2024: <i>“That Council advocate for the installation of Air Quality Monitoring Stations (AQMS) in Hillman as required by the Work Health & Safety Act to protect employees and others in relation to the future commissioning of the Waste to Energy plants.”</i></p>	<p><i>That Council ADVOCATES to the Department of Water and Environmental Regulation for:</i></p> <ol style="list-style-type: none"> <i>1. The inclusion of additional parameters at the North Rockingham NEPM station, with daily results published on the Department of Water and Environmental Regulation’s website; and</i> <i>2. The installation of temporary NEPM stations within the City of Rockingham, to guide placement for a future permanent NEPM station.</i> <p><i>Carried en bloc – 12/0</i></p>	<p>Recommendation: RETAIN</p> <p>The City wrote to DWER in March 2024, as per the February 2024 resolution, and had a number of follow-up conversations. There is progress regarding improving the monitoring data at the Governor Road station, with the City progressing an agreement for a second station in that area to specifically capture additional data.</p> <p>It is recommended that this advocacy position remain until the additional monitoring station is installed at Governor Road.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
<p>34. Proposed Local Government Reform – Standardised Meeting Procedures</p>	<p>For Council to endorse the City of Rockingham submission to the Department of Sport and Cultural Industries (DLGSC) on the Standardised Meeting Procedures Consultation Paper.</p>	<p><i>That Council ADOPTS as its response to the Department of Local Government, Sport and Cultural Industries’ invitation to comment on the proposed standardised meeting procedures the City of Rockingham submission provided as Attachment 1 to this Report.</i> <i>Carried – 11/0</i></p>	<p>Recommendation: REMOVE Local Government Reform remains part of the WA State Government agenda. The City will prepare a Local Government Reform Register to ensure Council can access a copy of all City submissions throughout the consultation.</p>
<p>35. Proposed Renaming of Bight Reefs Reserve to Mather Park</p>	<p>For Council to consider the request from the Singleton Resident's Association (SRA) to rename Bight Reefs Reserve, Singleton to 'Mather Park' following the completion of community consultation.</p>	<p><i>That Council SUPPORTS the request to forward an application to the Geographical Names Team to rename Bight Reefs Reserve to 'Mather Park'.</i> <i>Carried en bloc – 12/0</i></p>	<p>Recommendation: REMOVE The reserve has been officially named Mather Park.</p>
<p>36. Notice of Motion - Little Penguin Action Plan</p>	<p>To respond to the following Notice of Motion from Cr Jecks: <i>That Council DIRECTS the Chief Executive Officer to advocate to the WA State Government for a "Little Penguin Action Plan". A plan that includes a scientific advisory group with an independent scientist as the Chief Executive Officer.</i></p>	<p><i>That Council:</i> 1. ADVOCATES for the: (i) <i>preparation and implementation of a Little Penguin Conservation Plan targeted at actions to prevent the ongoing decline, and support recovery of, the Little Penguin colony at Penguin Island;</i> (ii) <i>formation of an independently chaired Little Penguin Advisory Group, comprising scientific experts along with representatives from the Department of Biodiversity, Conservation and Attractions, the Department of Defence, the Department of Primary Industries and Regional</i></p>	<p>Recommendation: MODIFY Retain: (i) (iii) Remove: (ii) The City has written to the Premier outlining the Council's advocacy position. Point (ii) has been addressed through formation of an independently chaired Little Penguin Advisory Group. Points (i) and (iii) will be considered by the State's Little Penguins Advisory Group, which is expected to finalise its findings and recommendations by the end of 2025.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
		<p><i>Development, the Department of Transport and City of Rockingham; and.</i></p> <p><i>(iii) allocation of additional funding by the State Government to the preparation and implementation of the Little Penguin Conservation Plan.</i></p> <p>2. DIRECTS the Chief Executive Officer to write to the Premier and Minister for the Environment to progress the above.</p> <p><i>Carried – 12/0</i></p>	
<p>37. Former Dixon Road Playing Fields</p>	<p>To consider a request for Council to support a proposal to develop the City of Rockingham (City) managed former Dixon Road playing fields, in accordance with the draft Rockingham Strategic Centre Precinct Structure Plan (RSC PSP).</p>  <p><i>Dixon Road Playing Fields Aerial</i></p>	<p><i>That Council SUPPORTS entering into a Memorandum of Understanding with the parties and addressing the matters detailed in the Confidential Report, to progress the development of the former Dixon Road playing fields (Reserves 20226 and 33805), in accordance with the prevailing local planning framework.</i></p> <p><i>Carried – 12/0</i></p>	<p>Recommendation: REMOVE</p> <p>Following extensive negotiations with Lendlease, the proposal as presented to the Council is no longer being pursued and the advocacy position warrants removal.</p> <p>Other proposals are now being discussed, and should they progress, Council consideration will be required.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
	 <p>Rockingham Strategic Centre layout ('TOD Village' Sub-Precinct)</p>		
<p>38. Advocacy Position - Service Stations/ Sensitive Land Uses - Regulatory Framework</p>	<p>To consider:</p> <ol style="list-style-type: none"> Adopting a new advocacy position, which seeks a review of <i>Environmental Protection Authority's (EPA) Guidance Statement No.3 - Guidance for the Assessment of Environmental Factors - Separation Distances between Industrial and Sensitive Land Uses No.3, June 2005 (GS3)</i> as it relates to Service Station proposals. Seeking support from the Western Australian Local Government Association 	<p><i>That Council:</i></p> <ol style="list-style-type: none"> ADOPTS an advocacy position, which seeks a review of <i>Environmental Protection Authority's Guidance Statement No.3 - Guidance for the Assessment of Environmental Factors - Separation Distances between Industrial and Sensitive Land Uses No.3, June 2005 (GS3)</i> as it relates to Service Station proposals. REQUESTS support from the <i>Western Australian Local Government Association to advocate for a review of Environmental Protection Authority's Guidance Statement</i> 	<p>Recommendation: RETAIN</p> <p>In August 2023, the then Minister for Environment advised that he has asked the EPA to consider the issues raised by the City regarding GS3 when it next reviews its policy and guidance.</p> <p>In December 2024, the City prepared a report into GS3 to the WALGA South Metropolitan Zone, where it requested WALGA to support the Review of GS3 and advocate the review of GS3 by the Minister for Environment, Minister for Health and Minister for Planning.</p> <p>In July 2025, the City wrote to the new Minister for Environment seeking his oversight. In September 2025, Minister Swinbourn advised:</p> <ul style="list-style-type: none"> GS3 is still a robust guide in achieving good environmental outcomes The Department of Health's Position Statement: Service Stations and sensitive land uses are aligned

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	<p>(WALGA) to advocate for a review of <i>Environmental Protection Authority's (EPA) Guidance Statement No.3 - Guidance for the Assessment of Environmental Factors - Separation Distances between Industrial and Sensitive Land Uses No.3, June 2005 (GS3)</i> as it relates to Service Station proposals.</p>	<p><i>No.3 - Guidance for the Assessment of Environmental Factors - Separation Distances between Industrial and Sensitive Land Uses No.3, June 2005 (GS3) as it relates to Service Station proposals.</i> Carried – 12/0</p>	<p>and support a 200m buffer for the industry</p> <ul style="list-style-type: none"> · In 2024, an assessment of EPA policies and procedures was undertaken and GS3 was not considered a high priority and will not be reviewed or updated in the short term · Despite this, representatives from Department of Water, Environment and Regulation (DWER) EPA Services and Air Quality Teams were to contact the City to setup a meeting to further understand which is sought in the way of alignment with the 'planning framework'. <p>The City is still awaiting contact from DWER. The City's current advocacy position should be retained.</p>
<p>39. Notice of Motion - Investigation of Owl-Friendly Principles and Practices</p>	<p>To respond to the following Notice of Motion from Cr Robert Schmidt: <i>That Council DIRECTS the Chief Executive Officer to investigate "Owl Friendly" principles and practices within the City's areas of responsibility and influence including:</i></p> <ol style="list-style-type: none"> 1. <i>Ensuring that rodenticide treatments used by the City for protection of its assets are "owl friendly".</i> 2. <i>Specifying rodenticide treatments in commercial pest operator contracts.</i> 3. <i>Supporting engagement activities to educate the community such as:</i> <ul style="list-style-type: none"> · <i>Event for residents How to Be Owl Friendly (with Boyd, Simon Cherriman and Kanyana Wildlife Rehabilitation Centre);</i> 	<p><i>That Council DIRECTS the Chief Executive Officer to investigate "Owl Friendly" principles and practices within the City's areas of responsibility and influence including:</i></p> <ol style="list-style-type: none"> 1. <i>Ensuring that rodenticide treatments used by the City for protection of its assets are "owl friendly".</i> 2. <i>Specifying rodenticide treatments in commercial pest operator contracts.</i> 3. <i>Supporting engagement activities to educate the community such as:</i> <ul style="list-style-type: none"> · <i>Event for residents How to Be Owl Friendly</i> · <i>Including Owl Friendly info on our website</i> 4. <i>Sourcing and providing information from BirdLife Australia to the community and business on "owl friendly" choices for rodent control.</i> 5. <i>Environmental Health Officer</i> 	<p>Recommendation: RETAIN</p> <p>Actions 1 and 2 are completed. There remains ongoing progress for the balance through the Sustainability and Environment Team.</p> <ol style="list-style-type: none"> 1- Is complete as rodenticide treatments used by the City for protection of its assets are already "owl friendly" as we use first-generation anti-coagulant rodenticides (FGARs) 2- Is complete as City commercial pest control contracts already specify FGAR treatments and any use to the contrary must undergo an environmental assessment.

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
	<ul style="list-style-type: none"> · Production of Owl Friendly Fremantle bumper stickers; · Including Owl Friendly info on our website. <p>4. Sourcing and providing information from BirdLife Australia to the community and business on “owl friendly” choices for rodent control.</p> <p>5. Environmental Health Officer providing educational flyers to all food businesses and caravan parks as part of their regular inspections.</p> <p>6. The City contacting Owl Friendly Margaret River to seek their support, initially by briefing Council and the community on their experience of partnership with the Shire of Augusta-Margaret River.</p> <p>7. Promotion of the Owl Friendly movement amongst Perth South West Metropolitan Alliance in a co-ordinated media campaign in August 2024.</p>	<p>providing educational flyers to all food businesses and caravan parks as part of their regular inspections.</p> <p>6. The City contacting Owl Friendly Margaret River to seek their support, initially by briefing Council and the community on their experience of partnership with the Shire of Augusta-Margaret River.</p> <p>7. Promotion of the Owl Friendly movement amongst Perth South West Metropolitan Alliance in a co-ordinated media campaign.</p> <p>Carried – 12/0</p>	
<p>40. Cape Peron Transport Needs Study - Garden Island Highway - Advocacy</p>	<p>To consider a revised advocacy position to address transport matters associated with the Garden Island Highway as a result of the recommendations contained within the Cape Peron Transport Needs Study (Study).</p>	<p><i>That Council:</i></p> <p>1. NOTES the findings and recommendations of the Cape Peron Transport Needs Study;</p> <p>2. AMENDS its advocacy position with respect to the Garden Island Highway as follows: <i>"Government support is sought to undertake a feasibility study, considering the recommendations</i></p>	<p>Recommendation: RETAIN</p> <p>Items 2 and 3 remain relevant: In December 2024, the Commonwealth and State Government’s committed to undertaking various studies including the feasibility of the GIH – at this stage, the studies have not substantially progressed.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
		<p><i>contained within the Cape Peron Transport Needs Study, to confirm that the Garden Island Highway can be built within the existing reservation, as set aside in the Metropolitan Region Scheme for this purpose.</i></p> <p><i>Advocacy action includes seeking a commitment from Department of Defence, Main Roads WA, Department of Planning, Lands and Heritage and/or the appropriate State Government agency to undertake necessary feasibility studies to determine viability of the project.”; and</i></p> <p>3. ADVOCATES that the Federal Government financially contribute to the upgrade of the intersection of Safety Bay Road/Hymus Street, Point Peron Road and Parkin Street and the westward extension of Point Peron Road to the entry of HMAS Stirling.</p> <p><i>Carried – 11/1</i></p>	
<p>41. Review of Western Australian Local Government Association (WALGA) Advocacy Positions – Local Government Elections</p>	<p>For Council to consider and reaffirm its support of the Western Australian Local Government Association (WALGA) Local Government Elections Advocacy positions.</p>	<p>Review of Western Australian Local Government Association (WALGA) Advocacy Positions – Local Government Elections</p> <p>1. PARTICIPATION</p> <p><i>That Council RECOMMENDS that the Western Australian Local Government Association adopt the following Local Government Election Advocacy Position:</i></p> <p><i>PARTICIPATION – supports compulsory voting at Local</i></p>	<p>Recommendation: REMOVE</p> <p>Local Government Reform remains part of the WA State Government agenda. The City will prepare a Local Government Reform Register to ensure Council can access a copy of all City submissions throughout the consultation.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
		<p><i>Governments elections. (Alternate Motion)</i> <i>Carried – 9/3</i></p> <p>2. <u>TERMS OF OFFICE</u> <i>That Council RECOMMENDS that the Western Australian Local Government Association adopt the following Local Government Election Advocacy Position:</i> <i>TERMS OF OFFICE - supports four-year terms on an all in/all out basis. (Alternate Motion)</i> <i>Lost – 3/9</i> <i>That Council RECOMMENDS that the Western Australian Local Government Association adopt the following Local Government Election Advocacy Position:</i> <i>TERMS OF OFFICE - continued support of four-year terms with a two year spill. (Officer Recommendation)</i> <i>Carried – 10/2</i></p> <p>3. <u>VOTING METHODS</u> <i>That Council RECOMMENDS that the Western Australian Local Government Association adopt the following Local Government Election Advocacy Position:</i> <i>VOTING METHODS - supports Optional Preferential Voting as the preferred voting method for general elections. (Alternate Motion)</i> <i>Carried – 10/2</i></p> <p>4. <u>INTERNAL ELECTIONS</u> <i>That Council RECOMMENDS that the Western Australian Local Government</i></p>	

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
		<p>Association adopt the following Local Government Election Advocacy Position: INTERNAL ELECTIONS - supports Optional Preferential Voting as the preferred voting method for all internal elections. (Alternate Motion) Lost – 5/7</p> <p>That Council RECOMMENDS that the Western Australian Local Government Association adopt the following Local Government Election Advocacy Position: INTERNAL ELECTIONS - continued support of First Past the Post (FPTP) as the preferred voting method for all internal elections. (Officer Recommendation) Carried – 9/3</p> <p>5. <u>VOTING ACCESSIBILITY</u> That Council RECOMMENDS that the Western Australian Local Government Association adopt the following Local Government Election Advocacy Position: VOTING ACCESSIBILITY - supports the option to hold general elections through In-Person voting with the option to opt in for postal voting. (Alternate Motion) Lost – 2/10</p> <p>That Council RECOMMENDS that the Western Australian Local Government Association adopt the following Local Government Election Advocacy Position:</p>	

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
		<p><i>VOTING ACCESSIBILITY - continued support of the option to hold general elections through:</i></p> <p><i>(a) Electronic voting; and/or</i> <i>(b) Postal voting; and/or</i> <i>(c) In-Person voting. (Officer Recommendation)</i></p> <p><i>Carried – 10/2</i></p> <p>6. <u>METHOD OF ELECTION OF MAYOR</u></p> <p><i>That Council RECOMMENDS that the Western Australian Local Government Association adopt the following Local Government Election Advocacy Position:</i></p> <p>METHOD OF ELECTION OF MAYOR <i>– supports as per the current legislation with no change – Class 1 and 2 local governments directly elect the Mayor or President (election by electors’ method), with regulations preventing a change in this method. (Alternate Motion)</i></p> <p><i>Carried – 12/0</i></p> <p>7. <u>COST OF LOCAL GOVERNMENT ELECTIONS</u></p> <p><i>That Council RECOMMENDS that the Western Australian Local Government Association adopt the following Local Government Election Advocacy Position:</i></p> <p>COST OF LOCAL GOVERNMENT ELECTIONS <i>– supports costs being borne by the WA State Government. (Alternate Motion)</i></p> <p><i>Carried – 12/0</i></p>	

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
<p>42. Notice of Motion - Widening of the Kwinana Freeway (North of Safety Bay Road)</p>	<p>To respond to the following Notice of Motion from Cr Kelly Middlecoat: "That Council ADVOCATES for the widening of the Kwinana Freeway, north of Safety Bay Road, in order to address existing congestion and future additional traffic associated with significant projects such as Westport, AUKUS, the continued growth of the Kwinana Industrial Area and urban development in the region. Such works should be complemented by further improvements to the public transport network in order to reduce private vehicle trips as far as practicable."</p>	<p><i>That Council:</i></p> <p>1. ADVOCATES for the widening of the Kwinana Freeway, north of Safety Bay Road, in order to address existing congestion and future additional traffic associated with significant projects such as Westport, AUKUS, the continued growth of the Kwinana Industrial Area and urban development in the region. Such works should be complemented by further improvements to the public transport network in order to reduce private vehicle trips as far as practicable; and</p> <p>2. SEEKS a commitment from State and Federal parties to fund the Kwinana Freeway widening as a 2025 election commitment.</p> <p><i>Carried – 12/0</i></p>	<p>Recommendation: RETAIN</p> <p>The City wrote to State and Commonwealth governments seeking funding commitments to widening of the Kwinana Freeway to Safety Bay Road.</p> <p>At this stage there have been no commitments made for the widening of Kwinana Freeway to Safety Bay Road. However, the City understands that as part of Westport the section of Freeway south to Safety Bay Road is being designed.</p>
<p>43. Notice of Motion - Review and Update of Shoalwater Islands Marine Park Management Plan 2007-2017</p>	<p>To respond to the following Notice of Motion from Cr Jecks: <i>That Council DIRECTS the Chief Executive Officer to advocate to the WA State Government for an urgent update of the now expired Shoalwater Islands Marine Park Management Plan 2007-2017.</i></p>	<p><i>That Council DIRECTS the Chief Executive Officer to advocate to the Minister for Energy; Environment; Climate Action and the Premier on the need to review and update the Shoalwater Islands Marine Park Management Plan 2007-2017.</i></p> <p><i>Carried – 11/0</i></p>	<p>Recommendation: RETAIN</p> <p>This matter will be considered by the State's Little Penguins Advisory Group, which is expected to finalise its findings and recommendations by the end of 2025.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
<p>44. Annual Electors' Meeting 6 February 2025 Resolution - Closure of Penguin Island</p>	<p>To consider the following motion from the Annual Electors' Meeting held on 6 February 2025: <i>"That the City of Rockingham, immediately and urgently, lobbies the WA and Federal government to close Penguin Island to the general public effective immediately for a sufficient amount of time (not less than two years) to allow the Little Penguins uninterrupted breeding, moulting and other periods for revival and re-growth."</i></p>	<p><i>That the City of Rockingham, immediately and urgently, lobbies the WA and Federal government to close Penguin Island to the general public effective immediately for a sufficient amount of time (not less than two years) to allow the Little Penguins uninterrupted breeding, moulting and other periods for revival and re-growth.</i> Carried – 10/2</p>	<p>Recommendation: RETAIN This matter will be considered by the State's Little Penguins Advisory Group, which is expected to finalise its findings and recommendations by the end of 2025.</p>
<p>45. Annual Electors' Meeting 6 February 2025 Resolution - Nuclear Substances on Road</p>	<p>To consider a motion from the Annual Electors' Meeting held on 6 February 2025. <i>"In relation to nuclear substances being transported on local roads'.</i></p>	<p><i>That Council:</i></p> <ol style="list-style-type: none"> 1. NOT SUPPORT the resolution from the Annual Electors' Meeting held on 6 February 2025 to refuse any nuclear substances coming from the Stirling Naval Base on roads controlled by the Rockingham City Council. 2. ACKNOWLEDGES that the City of Rockingham has no role in the oversight, or approval for the movement of materials on public roads. 3. DIRECTS the Chief Executive Officer to advise the Australian Submarine Agency and Department of Defence of the concerns raised at the Annual Electors' Meeting. <p>Carried – 11/1</p>	<p>Recommendation: REMOVE This has been completed. Letter sent to Australian Submarine Agency in accordance with item 3. No further action is required.</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
<p>46. Annual Electors' Meeting 6 February 2025 Resolution - Advocacy to the State Government and Main Roads for Further Funding to Increase the Installation of Speed Calming Devices on Roads in Urban Areas within the City of Rockingham Where the Speed Limit is 50 or Below</p>	<p>To consider the following motion from the Annual Electors' Meeting held on 6 February 2025: <i>'That Council ADVOCATES to the State Government and Main Roads for further funding to increase the installation of speed calming devices on roads in urban areas within the City of Rockingham where the speed limit is 50 or below to: a) Reduce risk of hooning and anti-social behaviour b) Speeding within urban areas c) Further accidents on suburban roads.'</i></p>	<p><i>That Council:</i></p> <ol style="list-style-type: none"> SUPPORTS the intent of the resolution from the Annual Electors' Meeting held on 6 February 2025 whereby the City of Rockingham will continue to focus on reducing risk of hooning and anti-social behaviour and speeding within urban areas. DIRECTS the Chief Executive Officer to write to the Minister for Road Safety for increased and consistent funding targeting road safety improvements on local roads. <p><i>Carried – 12/0</i></p>	<p>Recommendation: REMOVE</p> <p>This has been completed. Letters written to State Government agencies on increased and consistent funding. No further action is required.</p>
<p>47. Proposed Local Government Reform – CEO KPIs and Online Registers</p>	<p>For Council to endorse the City of Rockingham (City) submission to the Department of Local Government, Sport and Cultural Industries (DLGSC) on the CEO KPIs and Online Registers Consultation Paper.</p>	<p><i>That Council ADOPTS as its response to the Department of Local Government, Sport and Cultural Industries' invitation to comment on the proposed regulations for CEO KPIs and Online Registers the City of Rockingham submission provided as Attachment 1 to this Report.</i></p> <p><i>Carried – 12/0</i></p>	<p>Recommendation: REMOVE</p> <p>Local Government Reform remains part of the WA State Government agenda. The City will prepare a Local Government Reform Register to ensure Council can access a copy of all City submissions throughout the consultation.</p>
<p>48. Notice of Motion - Odour Nuisance - Nambeelup</p>	<p>To respond to the following Notice of Motion from Cr Peter Hudson: <i>That Council DIRECTS the Chief Executive Officer to advocate that the Minister for Environment take immediate action to resolve the ongoing odour nuisance emanating from both WA Composts Pty Ltd (trading as C-Wise) and Derby Industries Pty Ltd (trading as Craig Mostyn Farms Pty Ltd and known</i></p>	<p><i>That Council:</i></p> <ol style="list-style-type: none"> DIRECTS the Chief Executive Officer to advocate that the Minister for Environment: <ol style="list-style-type: none"> take immediate action to resolve the ongoing odour nuisance emanating from both WA Composts Pty Ltd (trading as C-Wise) and Derby Industries Pty Ltd (trading as 	<p>Recommendation: MODIFY</p> <p>The City wrote to the Minister for Environment in June 2025, as per the Council resolution, and has had various communications with DWER officers.</p> <p>The subject premises have been issued with Environmental Protection Notices which require various modifications to reduce odour emissions.</p> <p>Given that the City has no jurisdiction over the issue and the actions have been progressed, the advocacy position is recommended to be modified to the following:</p>

Report Title	Purpose of the Report	Council Resolution and Vote	Recommended Status
	<p><i>as CM Farms) in Nambeelup, to address the impacts on affected residents.</i></p>	<p><i>Craig Mostyn Farms Pty Ltd and known as CM Farms), to address the impacts on affected residents; and</i></p> <p><i>(ii) instructs the Department of Water and Environmental Regulation to more effectively communicate to those impacted communities on its current progress in addressing the odour issue and provide regular reports on its investigations, monitoring and any actions taken or planned in this regard.</i></p> <p>2. ACKNOWLEDGES <i>the collaborative efforts of City of Rockingham staff with other Local Authorities and the Department of Water and Environmental Regulation since the Nambeelup odour issue escalated in the summer of 2023.</i></p> <p><i>Carried – 12/0</i></p>	<p>Items 1 and 2 are retained and the following is introduced: “The City will monitor the odour nuisance over the Summer period 2025/26 to assess if further advocacy actions are required.”</p>

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ENDORSES** the Advocacy Position Register as detailed in Attachment 1 and the actions noted therein.

Committee Recommendation

That Council **ENDORSES** the Advocacy Position Register as detailed in Attachment 1 and the actions noted therein.

Committee Voting (Carried) – 5/0

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

Not Applicable

Community Development Community Capacity Building



Report number / title:	CD-021/25	Cultural Development and Arts Strategy 2025-2031
File number:	RCS/252-04	
Proponent/s:		
Author:	Mr Paul Hayward, Manager Community Capacity Building Ms Donna Cochrane, Coordinator Cultural Development and the Arts	
Other Contributor/s:		
Date of Committee meeting:	18 November 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's role:	Executive	
Attachments:	1. Cultural Development and Arts Strategy 2025-2031	
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

To seek Council's adoption of the Cultural Development and Arts Strategy 2025 - 2031 following public consultation.

Background

The new Cultural Development and Arts Strategy 2025 - 2031 (**Strategy**) builds on the outcomes of the previous Cultural Development and Arts Strategy 2018 - 2022. The draft Strategy was endorsed for public comment at the Ordinary Council meeting on 26 August 2025.

The draft Strategy was available for public comment over a three-week period, from Friday 29 August until Friday 19 September 2025. The City of Rockingham (**City**) received submissions from five (5) community members. The Strategy is now presented to Council for adoption.

Details

The objective of the Strategy is to strengthen Rockingham's unique cultural identity, increase access to arts and cultural experiences, and activate diverse spaces and stories through inclusive, innovative, and collaborative cultural and arts development.

Its development was informed by research, and internal and external community and stakeholder engagement.

The strategy includes four (4) Key Elements, with a total of 35 actions - 12 new and 23 ongoing.

Key Element 1: Celebrate our identity

Strengthen Rockingham's identity and civic pride through events, local storytelling, public art, community celebrations, and place-based cultural expression

This Key Element comprises ongoing actions, including:

- Delivering and evaluating annual signature events: New Year's Eve, Australia Day, Christmas Lights Launch, Christmas Lights Display, and Symphony on the Green
- Developing, maintaining, and promoting the City's public art and art collections
- Implementing coordinated marketing campaigns to promote City arts and cultural events and activities.

New actions under this Key Element include:

- Conducting a review of City policies and procedures for moveable and public art collections
- Engaging a public art consultant to guide and oversee annual management of public art
- Developing contemporary place-based storytelling initiatives using QR codes and augmented reality.

Key Element 2: Arts and culture for all

Support inclusive access to arts and culture for people of all backgrounds, abilities, and communities

This Key Element comprises ongoing actions, including:

- Embedding inclusive, accessible, and co-designed approaches in City arts and cultural programs
- Involving young people in shaping contemporary creative programs
- Reviewing the Performance in the Park event and delivering an annual theatrical-style event
- Delivering Harmony Week initiatives
- Providing planning guides to support community-led events
- Involving the Mooriboordap Advisory Group in planning and consultation for cultural development initiatives.

The City is already doing a lot of strong work in this space, however some actions are proposed for inclusion in the new Reconciliation Action Strategy approach:

- Undertake a feasibility study for a First Nations Cultural Centre
- Undertake a Cultural Heritage Study
- Implement dual names at identified City facilities and spaces.

Key Element 3: Arts and culture everywhere

Extend arts and cultural experiences across all suburbs through local partnerships, diverse venues, seasonal events, and accessible, city-wide programming

This Key Element comprises ongoing actions, including:

- Exploring partnerships with major arts festivals, such as Fringe World and Perth Festival
- Facilitating additional transport arrangements for major City events.

New actions under this Key Element include:

- Partnering with external organisations and community groups to deliver arts and cultural programs and workshops beyond the Rockingham Arts Centre
- Delivering a series community pop-up events in outer suburbs
- Investigating virtual attendance options for City programs and events
- Digitising and showcasing public and moveable art collections online.

Key Element 4: Cultivate creativity

Foster creative growth by supporting artists, activating spaces, facilitating development opportunities, and embedding creative needs in long-term infrastructure planning

This Key Element comprises ongoing actions, including:

- Delivering and evaluating annual signature art events: Castaways Sculpture Awards and the Rockingham Art Prize
- Delivering annual exhibition and workshop programs at the Rockingham Arts Centre
- Providing funding opportunities for local arts and cultural groups through the Community Grants Program
- Providing networking opportunities for local creatives and organisations
- Considering creative infrastructure within facility upgrades and new facility planning (e.g. studios, wet areas, washout sinks, storage).

New actions under this Key Element include:

- Undertaking a feasibility study for a multifunctional Performing Arts Centre
- Activating the outdoor courtyard space at Rockingham Arts Centre
- Assessing opportunities for digital creation spaces at appropriate City venues (e.g. video and audio recording/editing, podcasting, digital media / gaming, music production, graphic design, content creation).

Implications to Consider

a. Consultation with the Community

The draft Strategy was open for public comment from Friday 29 August until Friday 19 September 2025. The public comment period was advertised through the following:

- RockPort and Share Your Thoughts pages
- Creatives Newsletter (Mailchimp)
- The Sound Telegraph
- Emailed to Community Arts Organisations.

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

Public Comment	Officer Response / Comment
<p>Comment 1</p> <p>The respondent expressed strong support for the strategy’s direction, particularly in promoting local storytelling, public art, and accessibility. They proposed establishing an annual Open Studios program, similar to Margaret River’s model, to connect artists with the community, foster networks, build civic pride, and boost cultural tourism. They emphasised the importance of reducing barriers to participation across all ages and abilities, ensuring creative opportunities remain accessible throughout life. They also supported taking art beyond galleries into public spaces through pop-up and seasonal events, and highlighted the need for development pathways, mentorship, and affordable creative spaces to help artists grow professionally and engage with the public.</p>	<p>Officers noted this feedback, which aligns with comments provided during the consultation phase of the strategy development. The following actions are included in the final Strategy that address these areas:</p> <ul style="list-style-type: none"> · Key Element 1.10 – Deliver contemporary place-based storytelling initiative using QR codes and/or Augmented Reality · Key Element 2.1 – Embed inclusive accessible, and co-designed approaches in City arts and cultural programs to support participation by people of all cultures, backgrounds, and abilities · Key Element 3.1 – Deliver arts and cultural programs and workshops at venues beyond RAC · Key Element 4.1 – Undertake a feasibility study for a multifunctional Performing Arts Centre

Public Comment	Officer Response / Comment
	<ul style="list-style-type: none"> · Key Element 4.9 – Provide opportunities for local cultural and arts practitioners and organisations to build networks and share skills.
<p>Comment 2</p> <p>The respondent reiterated that during a particular Strategy consultation workshop, many participants were united in supporting a fit-for-purpose, multi-arts performance venue for Rockingham. They highlighted that residents currently have to travel to Mandurah for large school or arts events, while Rockingham has extensive sporting facilities but no comparable cultural infrastructure.</p> <p>Their main concern is that community advocates might be excluded from the feasibility study process, resulting in an undersized or inadequate venue. They stated their view that this project is a major opportunity for Rockingham to achieve many of its cultural development goals through a properly scaled performance space that reflects the city's size and needs.</p>	<p>The Strategy contains an action, Key Element 4.1 - Undertake a feasibility Study for a multifunctional Performing Arts Centre in Rockingham.</p> <p>A scope of works will be developed across a range of required information including income, understanding complexities and will include, but not necessarily be limited to:</p> <ul style="list-style-type: none"> · Undertaking comprehensive consultation with key community and sector stakeholders · Assessing community and regional demand · Benchmarking comparable facilities in similar cities for scale, use, and cost · Analysing and investigating potential sites · Considering the facility's size, spaces, and technical requirements · Considering governance and operating models · Providing estimated capital and operating cost estimates, revenue projections, and funding opportunities · Assessing economic, social, and tourism impacts · Identifying project risks and staging options · Considering alignment with Rockingham's long-term cultural, social, and economic development objectives.
<p>Comment 3</p> <p>The respondent stated that they are very impressed with the draft strategy, which accurately reflected community consultation feedback and highlighted the importance of arts and culture for a vibrant community.</p> <p>They hope the upcoming Feasibility Study for a Performing Arts Centre is transparent and involves the community and stakeholders. However, the Arts Advisory Committee listed as a consulted stakeholder no longer exists, leaving the cultural community without a direct link to the council for feedback.</p>	<p>Same Officer response as Comment 2 above.</p>
<p>Comment 4</p> <p>The respondent commended the new children's playground on the foreshore, noting it has been well received and will attract families as the weather warms. They</p>	<p>Events similar to Soulful Sundays will be incorporated into the community pop-up events program as captured in the Strategy.</p>

Public Comment	Officer Response / Comment
<p>suggested reinstating discontinued community events such as Soulful Sundays, the Christmas pageant, and Friday night markets to complement the return of the Rockingham Cup.</p> <p>They also recommended increasing publicity for local heritage sites, including the museum, Bell Cottage, and Chesterfield House, and proposed creating a pioneer trail map and handout that incorporates First Nations history. Overall, they emphasised that both residents and visitors could gain much from learning more about Rockingham’s history and heritage.</p>	<ul style="list-style-type: none"> · Key Element 3.3 - Deliver a series of Community pop-up events in outer suburbs. <p>The City delivers a large scale annual Christmas event at the foreshore, and it is included for continuation in the Strategy.</p> <ul style="list-style-type: none"> · Key Element 1.4. – Deliver and evaluate a Christmas Lights Launch event. <p>In addition, the City also provides grant funding for a range of community-run events, including Christmas activities.</p> <p>The Friday Night Markets were run by an independent provider. The Rockingham Sunset Markets are held monthly during the summer period on Saturday evenings at the Foreshore.</p> <p>Local heritage sites, including First Nations history is captured in the City’s Heritage Strategy 2020-2025, under the theme ‘Celebrating’. The objective is to implement measures to raise awareness and appreciation of the City’s diverse heritage.</p> <p>The City’s Reconciliation Action Plan also contains two actions that relate to First Nations cultural heritage and history:</p> <ul style="list-style-type: none"> · Action 10.1 - Engage a consultant to undertake consultation, research and prepare documentation regarding Aboriginal cultural heritage · Action 10.2 - Identify, document and map locations that have cultural or historical significance for Aboriginal people
<p>Comment 5</p> <p>The respondent noted that Mandurah Performing Arts Centre was financed by the State Government and the City of Mandurah. It is a tourist attraction, bringing visitors to Mandurah, as well as being popular with local residents.</p> <p>They also suggested a 3D Art Gallery, with the location being at the Dowling St sports reserve, which is not being utilised since sporting clubs were moved to Lark Hill in 2008</p>	<p>The Strategy contains an action to undertake a feasibility Study for a multifunctional performing arts centre in Rockingham.</p> <ul style="list-style-type: none"> · Key Element 4.1 – Undertake a feasibility study for the multifunctional Performing Arts Centre. <p>The Strategy does not include a dedicated 3D Art Gallery. However, it includes actions that support similar concepts, such as:</p> <ul style="list-style-type: none"> · Action 1.10 - Deliver contemporary place-based storytelling initiatives using QR codes and/or augmented reality. · Action 4.11 - Assess opportunities and avenues for further digital creation spaces at appropriate City venues (e.g. video and audio recording/editing, podcasting, digital media / gaming, music production, graphic design, content creation).

b. Consultation with Government Agencies

Nil

c. Strategic

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

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

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

Community health and wellbeing - Reinforce a strong sense of safety

Community health and wellbeing - Strengthen community health and wellbeing

Inclusive community - Build connectivity with our diverse community

Accessible services - Adapt services to meet changing community need

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

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

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

Outcome/Objective: *Accessible and connected - Plan and advocate for transport solutions*

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

Outcome/Objective: *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 - Promote the City as a place for the future*

Outcome/Objective: *Quality Leadership - Provide community communication and facilitate engagement opportunities*

Outcome/Objective: *Sustainable Local Government - Optimise City resources*

d. Policy

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

e. Financial

The total cost of implementing the Strategy is \$16,400,000. Of this, \$1,050,000 is allocated to new actions, with the remaining allocated to ongoing actions.

Please note: A significant portion of this total cost - approximately \$10,000,000 - is for the City's major events and related costs over the 5-year period (E.g. New Year's Eve, Christmas celebrations – event and lights, Australia Day, Symphony on the Green, Castaways).

Implementation plan costs will be considered as part of the annual Team Plan process, with allowance for Consumer Price Index or service fee costs at the time.

f. Legal and Statutory

Not Applicable

g. Risk

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

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

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

Nil

Comments

The Cultural Development and Arts Strategy 2025 - 2031 provides Council with a clear strategic direction aimed at strengthening Rockingham's unique cultural identity, increasing access to arts and cultural experiences through inclusive, innovative, and collaborative cultural and arts development.

It has been developed following extensive community and stakeholder engagement and reflects the current needs and gaps of the community.

No amendments have been made to the Strategy following the public comment period.

The final Cultural Development and Arts Strategy 2025 - 2031 is now presented for Council adoption.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ADOPTS** the Cultural Development and Arts Strategy 2025 – 2031 as detailed in Attachment 1.

Committee Recommendation

That Council **ADOPTS** the Cultural Development and Arts Strategy 2025 – 2031 as detailed in Attachment 1.

Committee Voting (Carried) – 5/0

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

Not Applicable

Community Development Economic Development and Tourism Services



Report number / title:	CD-022/25	Tender T25/26-28 – Provision of Visitor Servicing within the City of Rockingham
File number:	CPM/195	
Proponent/s		
Author:	Miss Tamsin Furr, Senior Tourism Development Officer	
Other Contributors:	Miss Melissa James, Manager Economic Development and Tourism	
Date of Committee Meeting:	18 November 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's Role:	Executive	
Attachments:		
Maps/Diagrams:		
Site:		
Lot Area:		

Purpose of Report

To provide Council with details of the tender submissions received for Tender T25/26-28 – Provision of Visitor Servicing within the City of Rockingham, document the results of the tender assessment and make recommendations regarding award of the contract.

Background

Tender T25/26-28 – Provision of Visitor Servicing within the City of Rockingham (**City**) was advertised in the West Australian on Saturday 19 July 2025. The Tender closed at 2pm, Wednesday 27 August 2025 and was publicly opened immediately after the closing time.

Details

In line with Action 7.3.4 of the Tourist Destination Strategy 2024-2029, the City recently undertook a public tender process in order to 'enter into a Fee for Service with local Visitor Centre(s) that defines a clear scope of works reflecting outcomes associated with destination marketing, stakeholder engagement and visitor servicing, reviewed biennially'.

The Tender was advertised as two separable portions: *Annexure A*, comprising a fee of \$100,000 per annum payable monthly in arrears, and *Annexure B*, comprising a fee of \$50,000 per annum payable monthly in arrears for a six-month seasonal basis, both over a two-year contractual term. Proponents could apply for one or both separable portions through the tender application process.

The scope of works advertised within this tender included:

Annexure A – Service Agreement (twelve-month service delivery)

The provision of information or services to attract visitors to the district and to maximise their stay and exploration of the district, including but not limited to:

- responding to queries from visitors (whether by telephone, email or in person) in relation to their travel planning;
- informing visitors of the offerings of local businesses and tourist attractions;
- responding to general visitor enquiries;
- displaying and make available free of charge, maps of the district, copies of the visitor information guide and brochures, and information relevant to tourist attractions;
- obtaining feedback from visitors after they have visited the district;
- supporting the City in its destination marketing activities;
- the preparation and dissemination of marketing and promotional material;
- delivering two stakeholder engagement events during the term;
- attending and representing the district at no less than four industry events during the term; and
- providing and maintaining the Service Provider's website.

The period of the contract for *Annexure A* shall be from the date of award until the 30 October 2027.

Annexure B – Service Agreement (six-month service delivery, based on seasonal demand)

The provision of information and services to attract visitors to the district and to maximise their stay and exploration of the district, including but not limited to:

- responding to queries from visitors (whether by telephone, email or in person) in relation to their travel planning;
- informing visitors of the offerings of local businesses and tourist attractions;
- responding to general visitor enquiries;
- displaying and make available free of charge, maps of the district, copies of the visitor information guide and brochures, and information relevant to tourist attractions;
- obtaining feedback from visitors after they have visited the district;
- supporting the City in its destination marketing activities;
- the preparation and dissemination of marketing and promotional material; and
- delivering an annual familiarisation event.

The contract period for *Annexure B* was advertised as commencing from the date of award and continuing until 31 March 2026, followed by a subsequent period from 1 October 2026 to 31 March 2027. Upon assessment no submissions were received for this separable portion and therefore the evaluation and award is relative to *Annexure A* only.

A panel approved by the Director of Community Development in compliance with Executive Standard – Purchasing of Goods and Services, undertook tender evaluations.

Evaluation of the tender, in accordance with the advertised tender assessment criteria, produced the following weighted scores:

Tenderer	Level of Service	Proposed Strategy	Proposed Marketing and Promotion	Total Score	Rank
	40 Pts	40 Pts	20 Pts	100 Pts	
Rockingham Tourism Association	29	30	13	73	1
Penguin Island Visitor Centre	23	30	10	63	2

This is a lump sum contract which does not allow for a price variation due to rise and fall or a variation in the Consumer Price Index (CPI) for Perth Western Australia.

Implications to Consider

a. Consultation with the Community

Nil

b. Consultation with Government Agencies

Nil

c. Strategic

Community Plan

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

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

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

d. Policy

In accordance with Council Policy – Procurement Framework, to ensure procurement functions in the City are statutorily compliant, provide uniform fairness and equity, are transparent and accountable and achieve best value for the City.

e. Financial

An annual budget of \$150,000 has been approved for two years, with \$100,000 recommended each year, leaving a remaining balance of \$50,000 per year.

f. Legal and Statutory

In accordance with section 3.57 of the *Local Government Act 1995* and *Local Government (Functions and General) Regulations 1996*, Part 4, Division 2, regulation 11(1).

'Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250,000 unless sub regulation (2) states otherwise'.

g. Risk

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

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

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

Nil

Comments

Tenderers were required to supply qualitative information addressing level of service, proposed strategy and proposed marketing and promotion in line with the requirements of the scope.

Following consideration of the submissions and in accordance with the tender criteria, both organisations demonstrated capacity to complete the works; however, the submission received from Rockingham Tourism Association scored higher and demonstrated best value to the City through recent visitor servicing outcomes and demonstrated experience.

Officers noted that visitation numbers are lower compared to the other tenderer, however, Rockingham Tourism Association articulated greater strengths in criteria, specifically, the areas of level of service and marketing. Promotion incorporated a more robust presentation of tourism initiatives previously executed, and past achievements in service delivery, in addition to a stronger demonstration of owned and established digital marketing channels for the purposes of visitor servicing.

Rockingham Tourism Association also have an established membership model in place (consisting of 130 members currently), indicating that they are suitably equipped to deliver a more holistic approach to stakeholder engagement in the Rockingham region. Based on this, Rockingham Tourism Association are recommended as the preferred tenderer for *Annexure A*.

No submissions were received in relation to *Annexure B*, therefore, \$50,000 (\$100,000 over two years) of funding remains available in the budget for the purposes of visitor servicing.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ACCEPTS** the tender submitted by Rockingham Tourism Association (19 Kent Street, Rockingham WA 6168) for Tender T25/26-28 – Provision of Full Time Visitor Servicing in the City of Rockingham, in accordance with *Annexure A* for the lump sum value of \$100,000 per annum, paid monthly in arrears, for a two-year contractual term.

Committee Recommendation


That Council **ACCEPTS** the tender submitted by Rockingham Tourism Association (19 Kent Street, Rockingham WA 6168) for Tender T25/26-28 – Provision of Full Time Visitor Servicing in the City of Rockingham, in accordance with *Annexure A* for the lump sum value of \$100,000 per annum, paid monthly in arrears, for a two-year contractual term.

Committee Voting (Carried) – 5/0

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

Not Applicable

Cr Crichton has declared a financial interest in item CD-023/25 Community Grants Program Applications Round Two 2025/2026 and will leave the Chamber during this item. Cr Hudson and Cr Middlecoat have declared an impartiality interest and will deal with the matter on its merits and vote accordingly (refer to Item 8 for specific details).

Community Development Community Capacity Building Community Grants Program Panel		
Report number / title:	CD-023/25	Community Grants Program Applications Round Two 2025/2026
File number:	GRS/48	
Proponent/s:		
Author:	Mrs Amanda Fairhead, Community Grants Officer	
Other Contributor/s:	Ms Rebekka Jarvis, Coordinator Community Capacity Building Mr Paul Hayward, Manager Community Capacity Building	
Date of Committee meeting:	18 November 2025	
Previously before Council:		
Disclosure of Interest:	<p>Cr Mike Crichton declared a Financial Interest in item CD-023/25 Community Grants Program Applications Round Two 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 a part-time employee of The C.R.E.W. Cr Crichton will leave the meeting for this item.</p> <p>Cr Peter Hudson declared an Impartiality Interest in item CD-023/25 Community Grants Program Applications Round Two 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 a member of the Rockingham RSL and conducts voluntary work with the IPL Radio. Cr Hudson declared he will deal with the matters on their merits and vote accordingly.</p> <p>Cr Kelly Middlecoat declared an Impartiality Interest in item CD-023/25 Community Grants Program Applications Round Two 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 she is a member of the Country Women's Association, Baldivis Belles, and conducts volunteer work with them. Cr Middlecoat declared she will deal with the matters on their merits and vote accordingly.</p>	
Nature of Council's role:	Executive	
Attachments:	1. Minutes of the Community Grants Program Panel Meeting held on 16 October 2025	
Maps / Diagrams:		
Site:		
Lot Area:		

Purpose of Report

For Council to approve recommendations from the Community Grants Program Panel who met on 16 October 2025, in relation to the Community Grants Program (CGP) 2025/2026 Round Two 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 Panel 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 Two 2025/2026 closed 4.30pm on Friday 5 September 2025. Applications received are summarised in the following CGP categories:

Grant Category	Eligible	Ineligible	Total
Major Grants	11	2	13
Major Event Sponsorship	2	0	2
Community Infrastructure Grants	1	1	2
Heritage Assistance Grants	0	0	0
TOTAL	14	3	17

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

Of the 17 applications received, three were deemed ineligible. Two applications did not provide the required quotes to support their proposed expenditure, and therefore did not meet the requirements outlined in the Community Grants Program Guidelines. One application sought funding for a 'like-for-like' asset replacement, which is also not an eligible expense under the Guidelines. Ineligible applications were not assessed.

Implications to Consider

a. Consultation with the Community

Nil

b. Consultation with Government Agencies

Nil

c. Strategic

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

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

Outcomes/Objectives: *Community health and wellbeing - Reinforce a strong sense of safety*

Community health and wellbeing - Strengthen community health and wellbeing

Community health and wellbeing - Provide healthy lifestyle opportunities

Accessible services - Adapt services to meet changing community need

Inclusive community - Build connectivity with our diverse community

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

Outcomes/Objectives: *Protection of natural environment - Reduce City's energy and water usage*

Protection of natural environment - Minimise waste

Protection of natural environment - Mitigate and adapt to climate change impacts

Sustainable natural green spaces - Preserve and enhance biodiversity

Sustainable natural green spaces - Improve community open spaces

Sustainable natural green spaces - Increase tree canopy

Sustainable natural green spaces - Improve amenity

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

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

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

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

Growing the business economy - Actively support and develop local business growth

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

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

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:

- \$154,372.45 for Major Event Sponsorship Grants and Major Grants
- \$0 for Heritage Assistance Grants

If Council supports these recommendations, approximately \$371,303.03 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 \$41,509.09 for Community Infrastructure Grants. If Council supports this recommendation, approximately \$36,504.55 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:	\$74,324.52
Committed via Major Event Sponsorships	\$0.00

Remaining Balance	\$525,675.48
Recommended Round Two 2025/2026 applications (Major Event Sponsorship and Major Grants \$154,732.45 + Heritage Assistance Grants \$0.00)	\$154,372.45
If approved, Total Remaining	\$371,303.03

Community Infrastructure Budget allocated	\$160,000.00
Funds spent to date:	\$81,986.36
Balance	\$78,013.64
Recommended Round Two 2025/2026 applications	\$41,509.09
If approved, Total Remaining	\$36,504.55

Voting Requirements

Simple Majority

Community Grants Program Panel Recommendation

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

Major and Major Event Sponsorship Grants					
Nr	Applicant	Project Title	Amount Requested	Officer Recommendation	Additional Grant Conditions
A	Inspire Community Services Inc.	150 th Anniversary of Catalpa Rescue	\$20,000.00 for one year only	\$20,000.00 for one year only Moved: Cr Hudson Seconded: Mayor Hamblin Carried 4/0	<ul style="list-style-type: none"> · Prior to payment of the grant funds, your organisation is to provide evidence of successful/unsuccessful external funding applications identified within the budget. If the application/s are unsuccessful, your organisation is to provide financial evidence of how to proceed with the proposed event. · A monthly progress report on the event is to be provided to the City's Community Grants Officer. · Your organisation is to provide an opportunity for City of Rockingham Mayor to speak at the event. · Permit the City to obtain footage from the event for the purposes of promoting Rockingham. · Encourage your guests, participants and committee members to promote Rockingham on their social media and include the following tags: <i>Facebook: @RediscoverRockingham</i> <i>Instagram: @rediscoverrockingham</i> · Visitor/participant survey data or any relevant key findings are shared with the City as part of the post event acquittal.

Major and Major Event Sponsorship Grants					
Nr	Applicant	Project Title	Amount Requested	Officer Recommendation	Additional Grant Conditions
B	Rockingham RSL Sub branch Inc. auspiced by RSL WA	Anzac Day 2026	Year 1: - \$20,000.00 Year 2: - \$20,000.00 Year 3: - \$20,000.00	Approve in the amount of \$20,000.00 for three years (2026, 2027, 2028) Moved: Mayor Hamblin Seconded: Cr Hudson Carried 4/0	· Nil
C	CWA Belles Baldivis Auspiced by CWA of WA	Women's Refuge Starter Kits	\$14,959.00	\$14,959.00 Moved: Cr Hudson Seconded: Cr Crichton Carried 4/0	· Nil
D	Friends of Paganoni Swamp auspiced by Southeast Regional Centre for Urban Landcare Inc (SERCUL)	Herbicide Contractor	\$6,400.00	\$6,400.00 Moved: Mayor Hamblin Seconded: Cr Hudson Carried 4/0	· Funding for this grant is conditional upon the completion and approval of the acquittal for your previous grant. No funds will be released until this requirement has been met.
E	Friends of Rockingham Arts Community Inc.	Let's Face It 2026	\$9,454.30	\$5,744.65 Moved: Cr Crichton Seconded: Cr Hudson Carried 4/0	· Prior to payment of the grant funds, your organisation is to provide evidence of successful/unsuccessful external funding applications identified within the budget. If the applications are unsuccessful, your organisation is to provide a revised event program based on the funding obtained. · Contact the City for connections to Mental Health Services.

Major and Major Event Sponsorship Grants					
Nr	Applicant	Project Title	Amount Requested	Officer Recommendation	Additional Grant Conditions
F	Rockingham Historical Districts Society Inc.	Annual Operational Funding	\$7,000.00	\$7,000.00 Moved: Mayor Hamblin Seconded: Cr Crichton Carried 4/0	· Nil
G	Rockingham Triathlon Club Inc.	RTC Summer Series Of Races	\$10,027.90	\$10,027.90 Moved: Mayor Hamblin Seconded: Cr Hudson Carried 4/0	· Nil
H	Rotary Club of Rockingham	Sunday Markets	\$14,718.18	\$7,359.09 Moved: Cr Hudson Seconded: Cr Crichton Carried 4/0	· Nil
I	St Brendan's Homeless and Community Service Auspiced by The Perth Diocesan Trustees	Homeless Respite (Weekly Lunch)	\$15,000.00	\$15,000.00 Moved: Mayor Hamblin Seconded: Cr Crichton Carried 4/0	· Nil

Major and Major Event Sponsorship Grants					
Nr	Applicant	Project Title	Amount Requested	Officer Recommendation	Additional Grant Conditions
J	Seniors Recreation Council of WA Rockingham Branch	Have a Go Day a LiveLighter Event	\$10,973.81	\$10,973.81 Moved: Mayor Hamblin Seconded: Cr Crichton Carried 4/0	· Nil
K	Swimming WA Inc.	Open Water Swimming Series - Round 3 - Rockingham	\$14,156.00	\$14,156.00 Moved: Mayor Hamblin Seconded: Cr Hudson Carried 4/0	· 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.
L	The Christians Ready Equipped and Willing Incorporated (The C.R.E.W)	Doubling Our Impact in Rockingham With Ongoing Emergency Food Relief (Hampers)	\$15,000.00	\$15,000.00 Moved: Mayor Hamblin Seconded: Cr Hudson Carried 3/0	· Funding for this grant is conditional upon the completion and approval of the acquittal for your previous grant. No funds will be released until this requirement has been met.
M	Rockingham Basketball Recreation Association	Inclusive Basketball: Disability Programs	\$7,752.00	\$7,752.00 Moved: Mayor Hamblin Seconded: Cr Hudson Carried 4/0	· Nil
TOTAL Major Event Sponsorship and Major Grants			\$165,441.19	\$154,372.45	
Community Infrastructure Grants					

Nr	Applicant	Project Title	Amount Requested	Officer Recommendation	Additional Grant Conditions
A	South Coastal Health & Community Services	Clinical upgrades	\$50,000.00	\$41,509.09	<ul style="list-style-type: none"> · All conditions of Lessor consent must be met, as specified on the Form of Consent for alterations or additions dated 12 September 2025. · Prior to grant payment, Lessor consent must be obtained for all other project items by receipt of a signed Form of Consent for alterations or additions.
TOTAL Community Infrastructure			\$50,000.00	\$41,509.09	

Panel Voting (Carried) – 4/0

Officer Recommendation if Different to Community Grants Program Panel Recommendation

Not Applicable

The Officer's Reason for Varying the Community Grants Program Panel Recommendation

Not Applicable

Committee Recommendation

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

Major and Major Event Sponsorship Grants					
Nr	Applicant	Project Title	Amount Requested	Officer Recommendation	Additional Grant Conditions
A	Inspire Community Services Inc.	150 th Anniversary of Catalpa Rescue	\$20,000.00 for one year only	\$20,000.00 for one year only Moved: Cr Hudson Seconded: Mayor Hamblin Carried 4/0	<ul style="list-style-type: none"> · Prior to payment of the grant funds, your organisation is to provide evidence of successful/unsuccessful external funding applications identified within the budget. If the application/s are unsuccessful, your organisation is to provide financial evidence of how to proceed with the proposed event. · A monthly progress report on the event is to be provided to the City's Community Grants Officer. · Your organisation is to provide an opportunity for City of Rockingham Mayor to speak at the event. · Permit the City to obtain footage from the event for the purposes of promoting Rockingham. · Encourage your guests, participants and committee members to promote Rockingham on their social media and include the following tags: <i>Facebook: @RediscoverRockingham</i> <i>Instagram: @rediscoverrockingham</i> · Visitor/participant survey data or any relevant key findings are shared with the City as part of the post event acquittal.

Major and Major Event Sponsorship Grants					
Nr	Applicant	Project Title	Amount Requested	Officer Recommendation	Additional Grant Conditions
B	Rockingham RSL Sub branch Inc. auspiced by RSL WA	Anzac Day 2026	Year 1: - \$20,000.00 Year 2: - \$20,000.00 Year 3: - \$20,000.00	Approve in the amount of \$20,000.00 for three years (2026, 2027, 2028) Moved: Mayor Hamblin Seconded: Cr Hudson Carried 4/0	· Nil
C	CWA Belles Baldivis Auspiced by CWA of WA	Women's Refuge Starter Kits	\$14,959.00	\$14,959.00 Moved: Cr Hudson Seconded: Cr Crichton Carried 4/0	· Nil
D	Friends of Paganoni Swamp auspiced by Southeast Regional Centre for Urban Landcare Inc (SERCUL)	Herbicide Contractor	\$6,400.00	\$6,400.00 Moved: Mayor Hamblin Seconded: Cr Hudson Carried 4/0	· Funding for this grant is conditional upon the completion and approval of the acquittal for your previous grant. No funds will be released until this requirement has been met.
E	Friends of Rockingham Arts Community Inc.	Let's Face It 2026	\$9,454.30	\$5,744.65 Moved: Cr Crichton Seconded: Cr Hudson Carried 4/0	· Prior to payment of the grant funds, your organisation is to provide evidence of successful/unsuccessful external funding applications identified within the budget. If the applications are unsuccessful, your organisation is to provide a revised event program based on the funding obtained. · Contact the City for connections to Mental Health Services.

Major and Major Event Sponsorship Grants					
Nr	Applicant	Project Title	Amount Requested	Officer Recommendation	Additional Grant Conditions
F	Rockingham Historical Districts Society Inc.	Annual Operational Funding	\$7,000.00	\$7,000.00 Moved: Mayor Hamblin Seconded: Cr Crichton Carried 4/0	· Nil
G	Rockingham Triathlon Club Inc.	RTC Summer Series Of Races	\$10,027.90	\$10,027.90 Moved: Mayor Hamblin Seconded: Cr Hudson Carried 4/0	· Nil
H	Rotary Club of Rockingham	Sunday Markets	\$14,718.18	\$7,359.09 Moved: Cr Hudson Seconded: Cr Crichton Carried 4/0	· Nil
I	St Brendan's Homeless and Community Service Auspiced by The Perth Diocesan Trustees	Homeless Respite (Weekly Lunch)	\$15,000.00	\$15,000.00 Moved: Mayor Hamblin Seconded: Cr Crichton Carried 4/0	· Nil

Major and Major Event Sponsorship Grants					
Nr	Applicant	Project Title	Amount Requested	Officer Recommendation	Additional Grant Conditions
J	Seniors Recreation Council of WA Rockingham Branch	Have a Go Day a LiveLighter Event	\$10,973.81	\$10,973.81 Moved: Mayor Hamblin Seconded: Cr Crichton Carried 4/0	· Nil
K	Swimming WA Inc.	Open Water Swimming Series - Round 3 - Rockingham	\$14,156.00	\$14,156.00 Moved: Mayor Hamblin Seconded: Cr Hudson Carried 4/0	· 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.
L	The Christians Ready Equipped and Willing Incorporated (The C.R.E.W)	Doubling Our Impact in Rockingham With Ongoing Emergency Food Relief (Hampers)	\$15,000.00	\$15,000.00 Moved: Mayor Hamblin Seconded: Cr Hudson Carried 3/0	· Funding for this grant is conditional upon the completion and approval of the acquittal for your previous grant. No funds will be released until this requirement has been met.
M	Rockingham Basketball Recreation Association	Inclusive Basketball: Disability Programs	\$7,752.00	\$7,752.00 Moved: Mayor Hamblin Seconded: Cr Hudson Carried 4/0	· Nil
TOTAL Major Event Sponsorship and Major Grants			\$165,441.19	\$154,372.45	

Community Infrastructure Grants					
Nr	Applicant	Project Title	Amount Requested	Officer Recommendation	Additional Grant Conditions
A	South Coastal Health & Community Services	Clinical upgrades	\$50,000.00	\$41,509.09	<ul style="list-style-type: none"> All conditions of Lessor consent must be met, as specified on the Form of Consent for alterations or additions dated 12 September 2025. Prior to grant payment, Lessor consent must be obtained for all other project items by receipt of a signed Form of Consent for alterations or additions.
TOTAL Community Infrastructure			\$50,000.00	\$41,509.09	

Committee Voting (Carried) – 4/0

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

Not Applicable

Community Development Community Infrastructure Planning Services		
Report number / title:	CD-024/25	Tender T25/26-33 – Provision of concept, schematic and detailed design services for the Safety Bay Foreshore Community Facility Development
File number:	T25/26-33	
Proponent/s		
Author:	Mr Matthew Emmott, Manager Community Infrastructure Planning	
Other Contributors:	Ms Andrea Clark, Senior Community Infrastructure Planning Officer	
Date of Committee Meeting:	18 November 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council’s Role:	Executive	
Attachments:		
Maps/Diagrams:	Figure 1: Aerial of Existing Safety Bay Yacht Club facility and surrounding area	
Site:		
Lot Area:		

Purpose of Report

To provide Council with details of the tender submissions received for Tender T25/26-33 – Provision of concept, schematic and detailed design services for the Safety Bay Foreshore Community Facility Development, document the results of the tender assessment and make recommendations regarding award of the contract.

Background

The City of Rockingham (**City**) completed and adopted the Safety Bay Shoalwater Foreshore Master Plan in 2019 to plan for the development and enhancement of the 5.3km sector of the Rockingham foreshore reserve, in order to best meet current and future community needs and adapt to a changing coastal environment.

Sector Three of the Master Plan refers to the area between Carlisle Street to Bent Street as the Pond Activity Node. The Carlisle Street to Bent Street section of the Safety Bay Shoalwater Foreshore is a significantly important section of the foreshore due to the high activity areas and significant features located along this stretch of the foreshore.

The key vision for this area of the foreshore is to develop both community and commercial buildings, along with supporting amenities such as car parking and landscaping within a Class A reserve that will enhance the activation and tourism attraction of the foreshore and adjacent natural environment.

The Safety Bay Foreshore Community Facility Development (**SBFCFD**) project relates to the area where the Safety Bay Yacht Club is located. The completion of the SBFCFD includes the demolition of the existing deteriorated community infrastructure and creation of a community facility and potential facilities to support commercial business.



Figure 1: Aerial of Existing Safety Bay Yacht Club facility and surrounding area

The City has recently finalised the planning and environmental investigations that provides the research, investigations and surveys included within the final technical reports, which will assist the appointed Consultant, in informing the design phase of the project.

The purpose of this SBFCFD design phase is to produce designs for the new buildings and associated supporting amenities to enable the project to proceed to construction.

Tender T25/26-33 – Provision of concept, schematic and detailed design services for the Safety Bay Foreshore Community Facility Development was advertised in the West Australian on Saturday, 12 July 2025. The Tender closed at 2.00pm, Wednesday, 13 August 2025 and was publicly opened immediately after the closing time. The tender is presented to Council following a short delay as a result of the Local Government Caretaker Provisions.

Details

The SBFCFD tender will require the successful consultant to follow the scope which includes the following phases:

- Preparation of Concept Design Documents
- Preparation of Schematic Design Documents
- Preparation of Detailed Design Documents
- Tender Administration
- Contract Administration during the Construction Phase

The tender includes the preparation of a functional brief, undertaking community consultation including workshops and a Council presentation. The final concept plan is required to be presented to Council for approval to proceed to the Schematic and Detailed Design Documentation phases.

The purpose of this tender is to appoint a contractor for the provision of services for the preparation of concept, schematic and detailed designs for the development of the SBFCFD.

The contract period will commence in December 2025 and is expected to be completed in September 2028 with the tender and construction administration phases to follow if determined suitable to proceed.

A panel as approved by the Director Community Development in compliance with Executive Standard – Purchasing of Goods and Services, undertook tender evaluations.

Evaluation of the tender, in accordance with the advertised tender assessment criteria, produced the following weighted scores:

Tenderer	Level of Service	Understanding Tender Requirements	Price Considerations	Total Score
	40 Pts	30 Pts	30 Pts	100 Pts
MODE Design	33.2	20.7	25.9	79.7
WECO Pty Ltd	31.3	20.2	25.7	77.2
Hodge Collard Preston Architects	34.3	23	19.6	77
Carabiner	35.5	20.5	18.1	74.1
H&H Architects	25	18	30	73
Plus Architecture	31	18.5	23.1	72.6
Gresley Abas Architects	33	20.8	18.7	72.5
GHD Pty Ltd	32	22.1	18.4	72.5
Site Architecture	33.3	22.5	15.9	71.8
Bollig Design Group	34.5	14.7	18.5	67.7
MCG Architects Pty Ltd	22.8	15	20.2	58.1

The tender assessment scores for the top three submissions required assessment against Local Content with the following outcome:

Tenderer	Original Score	Local Content	Total Score	Rank
	100 Pts	5 Pts	105 Pts	
MODE Design	79.7	1	80.7	1
WECO Pty Ltd	77.2	1	78.2	2
Hodge Collard Preston Architects	77	1	78	3

This is a lump sum contract which does not allow for a price variation due to rise and fall or a variation in the Consumer Price Index (CPI) for Perth Western Australia.

Implications to Consider

a. Consultation with the Community

Consultation with the community occurred during the development of the Shoalwater Safety Bay Foreshore Master Plan. These consultation opportunities assisted in confirming the key design drivers for the project and assisted in setting community expectations for this project, being the facilities within Sector Three of the Master Plan.

Further consultation with the community will occur during the development of the concept design phase to inform the development of the final concept plans.

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*

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

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

d. Policy

In accordance with Executive Standard - Purchasing of Goods and Services, for purchases above \$250,000, a public tender process is to be conducted in accordance with the provision of section 3.57 of the *Local Government Act 1995*; and *Local Government (Functions and General) Regulations 1996*, Part 4, Division 2, regulation 11A(1).

In accordance with Council Policy – Procurement Framework, Local Content was assessed as part of the Tender assessment.

e. Financial

The recommended submission of \$559,059.00 is in accordance with the approved Budget and Business Plan.

f. Legal and Statutory

In accordance with section 3.57 of the *Local Government Act 1995* and *Local Government (Functions and General) Regulations 1996*, Part 4, Division 2, regulation 11(1).

'Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250,000 unless sub regulation (2) states otherwise'.

g. Risk

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

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

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

Nil

Comments

The City received 11 submissions for the provision of services for the preparation of concept, schematic and detailed designs for the development of the Safety Bay Foreshore Community Facility Development. No alternative submissions were received. The number of submissions received reflects the competitive level of interest in this project.

Tenderers were required to supply qualitative information addressing their level of service and understanding of the Tender requirements including, organisational structure, demonstrated relevant experience, availability of resources, qualified personnel, methodology for undertaking works and the identification of project risks. The level of detail within each submission, provided the Panel enough information to assess each company's full understanding of the project.

Following consideration of all submissions, as highlighted by the Panel's overall scores in the above table, the Tenderers' submissions varied considerably in completeness and relevant information. The qualitative assessment criteria, the lump sum price and local content scores were utilised to provide the overall scores with the highest being Mode Design.

Minor clarifications were sought by a few companies and one by the City, none of which altered the conditions of the contract or the assessment panel scores.

The submission from Mode Design, an international company with experienced and qualified personnel together with their proposed sub-consultant team, included a detailed methodology for all project phases. Their submission demonstrated a high level of service and understanding of the tender requirements.

When considering the level of service, understanding of tender requirements and price, Mode Design demonstrates best value to the City and therefore are recommended as the preferred tenderer.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **ACCEPTS** the tender submitted from Mode Design Corp. Pty Ltd Level 2, 56 William Street, PERTH 6000 for Tender T25/26-33 – Provision of concept, schematic and detailed design services for the Safety Bay Foreshore Community Facility Development in accordance with the tender documentation for the lump sum value of \$559,059.00 (excl GST).


Committee Recommendation

That Council **ACCEPTS** the tender submitted from Mode Design Corp. Pty Ltd Level 2, 56 William Street, PERTH 6000 for Tender T25/26-33 – Provision of concept, schematic and detailed design services for the Safety Bay Foreshore Community Facility Development in accordance with the tender documentation for the lump sum value of \$559,059.00 (excl GST).

Committee Voting (Carried) – 5/0

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

Not Applicable

Community Development Community Infrastructure Planning Services		
Report number / title:	CD-025/25	Tender T25/26-38 - Provision of services for the construction of the Baldivis Men's Shed
File number:	T25/26-38	
Proponent/s		
Author:	Mr Ian Daniels, Manager Infrastructure Project Delivery	
Other Contributors:	Mr Matthew Emmott, Manager Community Infrastructure Planning Simon Currall, Senior Project Officer	
Date of Committee Meeting:	18 November 2025	
Previously before Council:	10 December 2019 (CD-031/19), 23 February 2021 (CD-005/21), 23 June 2022 (CD-022/22), 26 November 2024 (CD039-24)	
Disclosure of Interest:		
Nature of Council's Role:	Executive	
Attachments:	Confidential Attachment as per Section 5.23(2)(e) of the <i>Local Government Act 2025</i> 1. Financial Implications	
Maps/Diagrams:	1. Locality Plan figure 1	
Site:		
Lot Area:		

Purpose of Report

To provide Council with details of the tender submissions received for Tender T25/26-38 - Provision of services for the construction of the Baldivis Men's Shed, and to document the results of the tender assessment and make recommendations regarding award of the contract.

Background

At the November 2024 Ordinary Council Meeting, a report was presented to seek Council's endorsement of the future Baldivis Men's Shed (BMS) being located at 60 Pike Road, Baldivis, and to proceed with development of the 400m² precast construction option, subject to additional external funding being obtained. Council resolved at this meeting as follows:

That Council:

1. *APPROVES* the preferred site, Lot 8002, 60 Pike Road, Baldivis, for the development of the Baldivis Men's Shed.
2. *SUPPORTS* the development of a 400m² pre-cast concrete shed.
3. *DIRECTS* the Chief Executive Officer to write to the Hon. Reece Whitby MLA, Member for Baldivis to thank him for the commitment of further project funding.

4. *DIRECTS* the Chief Executive Officer to continue to liaise with the Department of Education regarding the Deed development and land transfer requirements of 60 Pike Road to the City of Rockingham.
5. *CONSIDERS* the allocation of funds within a future City Business Plan towards the development of the Baldvis Men's Shed at Lot 8002, 60 Pike Road, Baldvis.

Following Council's Resolution, Officers have progressed the design of the Men's Shed facility at the Pike Road site. Upon completion of tender documentation, Tender T25/26-38 - Provision of services for the construction of the Baldvis Men's Shed, was advertised in the West Australian on Saturday, 30th August 2025. The Tender closed at 2.00pm, Wednesday, 08th October 2025 and was publicly opened immediately after the closing time.

Details

The type of works to be undertaken under the Contract shall include:

- Construction of a 400m² concrete tilt up shed with profiled metal roof sheeting
- The shed will incorporate:
 - wood and metal workshop areas
 - small office and ancillary areas
 - services incl. hydraulic, electrical, evaporative cooling, dust extraction
- External areas will include:
 - Earthworks and drainage to a stormwater cell system
 - 31 asphalt car parking bays
 - Fencing and car park lighting

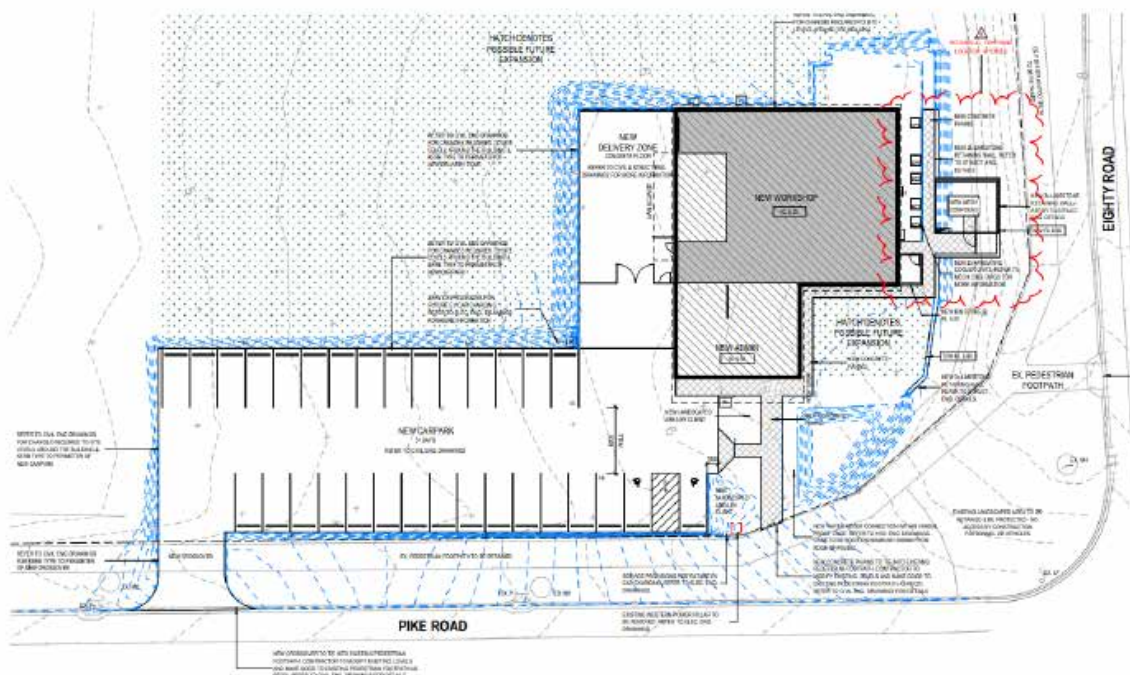


Figure 1 – Locality Plan

The period of the contract shall be from the date of award for approximately 10 months.

A panel as approved by the Director of Asset Services in compliance with Executive Standard – Purchasing of Goods and Services, undertook tender evaluations.

Evaluation of the tender, in accordance with the advertised tender assessment criteria, produced the following weighted scores:

Tenderer	Level of Service	Understanding Tender Requirements	Price Considerations	Total Score	Rank
	40 Pts	30 Pts	30 Pts	100 Pts	
Solution 4 Building	32.2	24.5	30.0	86.7	1
Buildon Construction	30.0	24.8	27.5	82.3	2
Shelford Constructions	31.0	20.8	24.0	75.8	3
AE Hoskins Building Services	32.0	14.0	28.0	74.0	4
Geared Construction	32.3	10.8	25.9	69.0	5
Classic Contractors	25.0	20.3	22.1	67.4	6

This is a lump sum contract which does not allow for a price variation due to rise and fall or a variation in the Consumer Price Index (CPI) for Perth Western Australia.

City Officers have been successful in obtaining \$300,000 in funding support from Lotterywest for this project. This funding is in addition to the \$2,059,635 received from the State Government as part of the Hon. Minister Whitby's election commitment (administered by the Department of Communities).

Implications to Consider

a. Consultation with the Community

City Officers have consulted with members of the Baldivis District Community Men's Shed committee throughout all phases of the project. This includes regular consultation with nominated committee representatives throughout the project design phases to ensure that a highly functional facility is delivered and one which is practical to their needs.

b. Consultation with Government Agencies

City Officers have been liaising with the Department of Communities throughout the formalisation of the grant agreement. Officers will continue to provide progress updates to the Department throughout the construction phase of the project.

Lotterywest, as a project funding partner, have been consulted in regard to the funding application.

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*

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

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

d. Policy

In accordance with Executive Standard - Purchasing of Goods and Services, for purchases above \$250,000, a public tender process is to be conducted in accordance with the provision of section 3.57 of the *Local Government Act 1995*; and *Local Government (Functions and General) Regulations 1996*, Part 4, Division 2, regulation 11A(1).

e. Financial

The financial implications are shown in the confidential attachment.

f. Legal and Statutory

In accordance with section 3.57 of the *Local Government Act 1995* and *Local Government (Functions and General) Regulations 1996*, Part 4, Division 2, regulation 11(1).

'Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250,000 unless sub regulation (2) states otherwise'.

g. Risk

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

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

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

Nil

Comments

Following consideration of the tender submissions received for this project, all companies demonstrated a capacity to undertake the works. However, in accordance with the tender assessment criteria, the submission received from Solution 4 Building scored highest when compared to the other submissions.

Within their submission, Solution 4 Building provided an accurate construction program and detailed methodology which demonstrated significant understanding of the project requirements. In addition, their proposed resourcing and team structure demonstrated the level of experience necessary for this type of project.

In conclusion, Solution 4 Building is considered the best value to the City and they are recommended as the preferred tenderer.

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. **NOTES** the 2025/2026 September Budget Review includes the appropriate revenue and expenditure amounts for the construction of the Baldivis Men's Shed project if adopted by Council at the November 2025 council meeting; and
2. **ACCEPTS** the tender submitted from Solution 4 Building, Unit 4/22 Cohn St, Carlisle, WA, 6101 for Tender T25/26-38 - Provision of services for the construction of the Baldivis Men's Shed, in accordance with the tender documentation for the lump sum value of \$2,344,720.19 (excl GST).

Committee Recommendation

That Council:

1. **NOTES** the 2025/2026 September Budget Review includes the appropriate revenue and expenditure amounts for the construction of the Baldivis Men's Shed project if adopted by Council at the November 2025 council meeting; and
2. **ACCEPTS** the tender submitted from Solution 4 Building, Unit 4/22 Cohn St, Carlisle, WA, 6101 for Tender T25/26-38 - Provision of services for the construction of the Baldivis Men's Shed, in accordance with the tender documentation for the lump sum value of \$2,344,720.19 (excl GST).

Committee Voting (Carried) – 5/0

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

Not Applicable

15. Report of Mayor

**City of Rockingham
 Mayor's Report**



Report number / title:	MR-010/25	Meetings and Functions Attended by the Mayor and Deputy Mayor
File number:	GOV/85	
Proponent/s:		
Author:	Mayor Lorna Buchan	
Other Contributor/s:	Cr Robert Schmidt, Deputy Mayor	
Date of Council meeting:	25 November 2025	
Previously before Council:		
Disclosure of Interest:		
Nature of Council's role:	Executive	

Purpose of Report

To advise on the meetings and functions attended by the Mayor and Deputy Mayor during the period 10 October 2025 to 20 November 2025.

Background

Nil

Details

Date	Meeting/Function
Attended by Mayor Deb Hamblin	
10 October 2025	Fremantle Ports Clinker Circuit Launch Ceremony 2025 Seniors and Carers Expo
11 October 2025	Opening New Early Learning Childcare Centre - Discovery at Play Early Learning Centre Shoalwater
13 October 2025	Baldivis Secondary College Year 12 Graduation
14 October 2025	Council Meeting
15 October 2025	Safety Bay Senior High School Year 12 Graduation
16 October 2025	Community Grants Program Committee Meeting Rockingham Senior High School Year 12 Graduation
Attended by Mayor Lorna Buchan	
21 October 2025	Swearing in Ceremony
22 October 2025	2024/2025 Financial Audit Exit Meeting Governance Council Member Inductions
24 October 2025	Meeting with Rockingham Kwinana Chamber of Commerce White Horse Pub Opening in Baldivis Tranby College Year 12 Graduation

Date	Meeting/Function
25 October 2025	Naragebup Festival City of Rockingham RSL Sub-Branch Holiday & Recreation 65 years of establishment and 50 years on its current site Castaways Awards Presentation
26 October 2025	Interview with Nine News
27 October 2025	Council Member Inductions Ridge View Secondary School, Year 12 Graduation
28 October 2025	Rockingham Senior High School Education Support, Year 12 Graduation Special Council Meeting
29 October 2025	Perth South West Metropolitan Alliance Meeting Meeting with Kwinana Industries Council Business After Hours Event
30 October 2025	UK Defence Committee Meeting NeoSmelt Community Forum
31 October 2025	Deputy Mayor – Annual Community Breakfast at Rockingham Lakes Primary School Links Kennedy Bay Golf Course Relaunch Event
1 November 2025	Choir Performance – Life Being in it Rockingham & Kwinana
2 November 2025	Mind the Walk, Rotary Park Meeting with Catalpa Charters
3 November 2025	Rockingham Volunteer Stories Event at Mary Davies Library Meeting with Ms Magenta Marshall MLA
4 November 2025	Councillor Engagement Session
5 November 2025	Deputy Mayor – Warnbro Community High School, Open Afternoon The CREW Rockingham, 10 Year Anniversary Sundowner Council Member Induction, Planning & Development
6 November 2025	Visit to USS Vermont and meeting with Australian Submarine Agency Asset Services Overview for Council Members
7 November 2025	Year 9 Career Taster at Comet Bay College Meeting with members of the Australian Submarine Agency Hillman Primary School 50 th Anniversary Assembly Strategix College Graduation
8 November 2025	Gem and Rock Hunting Club Open Day Gourmet on Demand Grand Opening
9 November 2025	Local Government Elected Members Association AGM and Governance Forum Meeting with Commander Submarine Force
10 November 2025	Australian Submarine Agency AUKUS Industry Reception Australian Citizenship Ceremony
11 November 2025	Deputy Mayor – Warnbro Community High School Remembrance Day Service Rockingham RSL Remembrance Day Service Stan Twight Opening Councillor Engagement Session
12 November 2025	Meeting with the Chair of the Little Penguin Advisory Group The Cruising Yacht Club, Ladies Lunch
13 November 2025	Metro Outer Development Panel Audit Committee Council Member Inductions Australian Local Government Women's Association Masterclass
14 November 2025	Property Council of WA Industrial Lunch WA Defence Industry 2025 Gala Dinner

Date	Meeting/Function
15 November 2025	Golden Bay Town Team meeting Deputy Mayor - Opening Ceremony Journey to Malaysia Rockingham Beach Cup opening Happy Meals and Scooter Skids, Art Exhibition
16 November 2025	County Women's Association, Airing of the Quilts Rockingham Beach Cup VIP Function
17 November 2025	Meeting with Teck Design & Marketing Meeting with Summit Homes Planning and Asset Services Committee Singleton Residents Association AGM
18 November 2025	Key Leaders in Business Breakfast Meeting regarding Catalpa Celebrations Presentation of the school Green Awards at Kolbe Catholic College Corporate and Community Development Committee
19 November 2025	Interview with IPL Radio UK Connect Sundowner, Invest and Trade Western Australia
20 November 2025	Visit to Scissor & Stone Hairdressers to congratulate on Award Global Relationship Advisory Group

Implications to Consider

a. Consultation with the Community

Nil

b. Consultation with Government Agencies

Nil

c. Strategic

Nil

d. Policy

Nil

e. Financial

Nil

f. Legal and Statutory

Nil

g. Risk

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

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

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

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

Nil

Comments

Nil

Voting Requirements

Simple Majority

Officer Recommendation

That Council **RECEIVES** the Mayor's Report for the period 10 October 2025 to 20 November 2025.