

minutes

Capital Works Committee

MEETING HELD ON **TUESDAY 5 NOVEMBER 2013**

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CITY OF JOONDALUP

MINUTES OF THE SPECIAL MEETING OF THE CAPITAL WORKS COMMITTEE HELD IN CONFERENCE ROOM 1, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON TUESDAY 5 NOVEMBER 2013.

ATTENDANCE

Committee Members:

Mayor Troy Pickard
Cr Geoff Amphlett, JP
Cr Brian Corr
Cr Kerry Hollywood
Cr Mike Norman *Deputising for Cr Hamilton-Prime*
Cr Teresa Ritchie, JP
Cr Philippa Taylor

Officers:

Mr Garry Hunt	Chief Executive Officer	
Mr Jamie Parry	Director Governance and Strategy	
Mr Mike Smith	Acting Director Corporate Services	<i>from 7.15pm</i>
Ms Dale Page	Director Planning and Community Development	
Mr Nico Claassen	Director Infrastructure Services	
Mr John Corbellini	Manager Planning Services	
Mr Brad Sillence	Manager Governance	
Mr John Byrne	Governance Coordinator	
Mrs Rose Garlick	Governance Officer	
Mrs Deborah Gouges	Governance Officer	

Observers:

Cr Tom McLean, JP
Cr John Chester
Cr Russ Fishwick, JP
Cr Liam Gobbert
Cr Sam Thomas

DECLARATION OF OPENING

The Chief Executive Officer declared the meeting open at 7.10pm.

ELECTION OF PRESIDING MEMBER

Section 5.12 of the *Local Government Act 1995* requires a committee appointed by a local government, to appoint a Presiding Member as the first item of business at its first meeting. Schedule 2.3 of the Act requires the Chief Executive Officer to preside.

The Acting Director Corporate Services entered the Room, the time being 7.15pm.

The Chief Executive Officer called for nominations for the position of Presiding Member.

Mayor Pickard nominated Cr Hollywood for the position of Presiding Member. Cr Hollywood accepted the nomination.

There being no further nominations at the close of the Election for Presiding Member, Cr Hollywood was declared elected unopposed to the position of Presiding Member and assumed the Chair at 7.16pm.

ELECTION OF DEPUTY PRESIDING MEMBER

It is advisable that the Committee appoints a Deputy Presiding Member, who would chair the meeting in the absence of the Presiding Member.

Mayor Pickard nominated Cr Taylor for the position of Deputy Presiding Member. Cr Taylor accepted the nomination.

There being no further nominations at the close of the Election for Deputy Presiding Member, Cr Taylor was declared elected unopposed to the position of Deputy Presiding Member.

DECLARATIONS OF INTEREST

Nil.

APOLOGIES/LEAVE OF ABSENCE

Apology:

Cr Christine Hamilton-Prime.

REPORTS

ITEM 1 ADOPTION OF MEETING DATES FOR REMAINDER OF 2013 – CAPITAL WORKS COMMITTEE

WARD:	All
RESPONSIBLE DIRECTOR:	Mr Jamie Parry Director Governance and Strategy
FILE NUMBER:	102496
ATTACHMENTS:	Nil
AUTHORITY / DISCRETION:	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For the Capital Works Committee to call a meeting before the end of the calendar year.

EXECUTIVE SUMMARY

At its meeting held on 15 May 2012 (CJ094-05/12 refers), Council resolved inter alia to establish a Capital Works Committee to:

- *oversee the monthly progress of the City's annual Capital Works Program and review of the City's Five Year Capital Works Program*
- *oversee the long term planning of major capital works projects not being the role of a Council Committee established for such purposes*
- *consider recommendations to modify the City's Capital Works.*

It is recommended that the Capital Works Committee call a meeting at the end of November so that new members of the committee are updated on the status of the City's Capital Works Program, prior to the Council recess period, and prior to the mid-year budget review and annual budget processes commencing.

It is therefore recommended that the Capital Works Committee CALLS a meeting of the Capital Works Committee in Conference Room 2, City of Joondalup Civic Centre on Tuesday 26 November 2013 commencing at 5.45pm.

BACKGROUND

At its meeting held on 15 May 2012 (CJ094-05/12 refers), Council resolved inter alia to establish a Capital Works Committee to:

- *oversee the monthly progress of the City's annual Capital Works Program and review of the City's Five Year Capital Works Program*
- *oversee the long term planning of major capital works projects not being the role of a Council Committee established for such purposes*
- *consider recommendations to modify the City's Capital Works.*

At its meeting held on 6 August 2013, the Capital Works Committee requested capital works several major capital works project reports to be supplied on a bi-monthly basis. It was also suggested by former members that future meetings of the Capital Works Committee following the Local Government Elections could be held on a bi-monthly basis rather than on a monthly basis as it has done so since its establishment.

At its meeting held on 5 November 2013 (Item JSC06-11/13 refers) Council appointed members to various committees following the 2013 Local Government Elections.

DETAILS

It is recommended that the Capital Works Committee call a meeting at the end of November so that new members of the committee are updated on the status of the City's Capital Works Program, prior to the Council recess period, and prior to the mid-year budget review and annual budget processes commencing.

Issues and options considered

The committee can either:

- call a meeting on the date and time as recommended
or
- nominate another date and time to hold a committee meeting.

Legislation / Strategic Community Plan / policy implications

Legislation *Local Government Act 1995.*
City of Joondalup Meeting Procedures Local Law 2013.

Strategic Community Plan

Key theme Financial Sustainability.

Objective Major project delivery.

Strategic initiative Effectively prioritise major capital projects to facilitate long-term financial sustainability.

Policy Not applicable.

In accordance with clause 2.4(c) of the *City of Joondalup Meeting Procedures Local Law 2013* a meeting of a committee is to be held in accordance with a decision of the Council or the committee.

Risk management considerations

Not applicable.

Financial/budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The proposed meeting of the Capital Works Committee will allow members to receive an update on the City's Capital Works Program prior to the mid-year budget review and annual budget processes commencing.

Meeting dates for the 2014 calendar year will be determined by the committee early in the new year.

VOTING REQUIREMENTS

Simple Majority.

MOVED Cr Ritchie SECONDED Cr Taylor that the Capital Works Committee CALLS a meeting of the Capital Works Committee in Conference Room 2, City of Joondalup Civic Centre on Tuesday 26 November 2013 commencing at 5.45pm.

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Hollywood, Mayor Pickard, Crs Amphlett, Corr, Norman, Ritchie and Taylor.

CLOSURE

There being no further business, the Presiding Member declared the Meeting closed at 7.20pm the following Committee Members being present at that time:

Cr Kerry Hollywood
Mayor Troy Pickard
Cr Geoff Amphlett, JP
Cr Brian Corr
Cr Mike Norman
Cr Teresa Ritchie, JP
Cr Philippa Taylor