

CITY OF JOONDALUP

**PROPOSED JOONDALUP REGIONAL PERFORMING ARTS
COMPLEX STEERING COMMITTEE**

DRAFT TERMS OF REFERENCE

1. DEFINITIONS

“Council” Council of the City of Joondalup

“Committee” Proposed Joondalup Regional Performing Arts Complex Steering Committee

2. MEMBERSHIP

The Mayor

A Councillor Representative from each Ward (voting rights)

Council Staff Members (non-voting)

- To be nominated by the Chief Executive Officer

3. OBJECTIVE

“To investigate, develop funding options, prepare proposals, and make recommendations for the development of a Regional Performing Arts Complex to be located in Joondalup.”

4. MANAGEMENT

4.1 Terms of Appointment

Members shall be appointed by Council.

4.2 Chairperson

The Chairperson shall be elected by the Committee. In the absence of the Chairperson the meeting shall appoint an Acting Chairperson for that particular meeting.

4.3 Meetings

Meetings shall be arranged at regular intervals as determined by the Committee at an appointed time and place.

4.4 Quorum

A quorum will be by simple majority.

4.5 Minutes

Minutes shall be made of all meetings. A copy of confirmed minutes shall be forwarded to the Committee Clerk. Minutes of all Committee meetings shall be forwarded to members at least seven days prior to the following meeting.

4.6 Deputations

The Committee may invite any persons or organisations to attend any meetings to discuss issues of interest.

4.7 Power of Council

Nothing herein contained shall restrict the powers of Council.