

## CITY OF JOONDALUP

### MINUTES OF MEETING OF THE HOUSE COMMITTEE HELD IN CONFERENCE ROOM 2, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON WEDNESDAY 24 OCTOBER 2001

#### ATTENDENCE AND APOLOGIES

##### Committee Members:

Mayor J Bombak  
Cr A Walker - Chairman  
Cr J Hurst – Deputy Chairman  
Cr G Kenworthy  
Cr P Kimber

##### In attendance:

Cr John Hollywood JP

##### Officers:

Chief Executive Officer	D Smith
Director Resource Management	J Turkington
Marketing Co ordinator	J Carter

The Chairman declared the meeting open at 1802 hrs.

#### DECLARATIONS OF FINANCIAL/NON FINANCIAL INTEREST

Nil.

#### CONFIRMATION OF MINUTES

#### MINUTES OF THE HOUSE COMMITTEE MEETING HELD ON 19 SEPTEMBER 2001.

**MOVED** Cr Kenworthy, **SECONDED** Cr Kimber that the Minutes of the House Committee Meeting held on 19 September 2001 be confirmed as a true and correct record.

**The Motion was Put and**

**CARRIED**

## **ITEMS OF BUSINESS**

---

### **1 COUNCIL LOUNGE ALTERATIONS [41579]**

At the 19 September 2001 meeting the Committee requested that 3 quotations to carry out all work, be submitted at the next meeting.

The Committee also requested that further plans for the set-up of a bar and fridge in the Councillors Reading Room, utilising the granite top from the existing bar, be drawn-up and submitted to the next meeting of the Committee.

As the information was not available, this item was deferred to the meeting of 28 November 2001.

### **2 CORPORATE GIFTS - [17174]**

- **Plaques (deferred)**
- **Ties and Scarves**

The Marketing Coordinator submitted the 'strike-off' of the proposed corporate tie for the Committee's approval.

### **COMMITTEE DECISION**

- 1 that the size of the gold logo on the tie be enlarged slightly.
- 2 that the fabric for the tie should be thicker to allow for a larger/thicker knot.
- 3 that the large logo and other smaller logos appearing in burgundy on the tie be lined up vertically as well as horizontally.

**MOVED Cr Kenworthy, SECONDED Cr Walker that a further strike off complying with the above be submitted to the House Committee as soon as possible.**

**The Motion was Put and**

**CARRIED**

The Marketing Coordinator advised that the 'strike-off' of the corporate scarf was not available and would be submitted to the next meeting of the House Committee.

### **3 HOSPITALITY DINNERS FOR COUNCILLORS – UPDATE**

The Committee was advised that dinners for Principals would be held as follows;

31 October 2001 for Principals of schools within the North Coastal, Pinnaroo and Whitfords Wards.

28 November 2001 for Principals of schools within the South Coastal and South Wards.

The proposed dinner for heads of local utilities will be postponed until early 2002.

## 4 PLANS FOR CHRISTMAS 2001

### Christmas Gifts

The Marketing Coordinator submitted samples of packaged chocolates as a suggested gift for guests attending the Christmas Dinner to be held 15 December 2001.

### COMMITTEE DECISION

- 1 that each invited female guest attending the 2001 Christmas dinner will receive the small log of 5 chocolate Christmas puddings valued at \$9.35 (including GST)
- 2 that each invited male guest attending the 2001 Christmas dinner will receive a 375ml bottle of Bailey Irish Cream valued at ~\$13 (including GST)

**MOVED Cr Kenworthy, SECONDED Cr Kimber that each female guest would receive a gift of chocolates and each male guest would receive a 375ml bottle of liqueur.**

**The Motion was Put and**

**CARRIED**

### Christmas Function

Discussion concerning the guest list for the Christmas function ensued. The Committee agreed that stakeholders from the Joondalup region should be included on the guest list.

### COMMITTEE DECISION

- 1 that the guest list for the 2001 Christmas function is to include stakeholders from the Joondalup region.

**MOVED Cr Kimber, SECONDED Cr Hurst that the guest list for 2001 Christmas function to include stakeholders from the Joondalup region.**

**The Motion was Put and**

**CARRIED**

## 5 CHRISTMAS CARDS

The Marketing Coordinator presented the Committee with a proposed design for Christmas Cards. The Committee agreed to the design with some minor alterations.

The Committee also selected a Christmas card depicting a 'Peace' theme from the Bay Series catalogue.

It was agreed that each Councillor would require approximately 50 cards with half being the altered submitted design and half being those with the 'Peace' theme.

The Committee also agreed that the message in the cards depicting the 'Peace' theme should not include mention of the Mayor and Staff.

## **COMMITTEE DECISION**

- 1 That alterations to the presented card be approved by the Chairperson of the House Committee.
- 2 That the card with 'Peace' theme from the Bay Series be ordered with the wording as follows;

*Wishing you a Merry Christmas and a  
Safe and prosperous New Year*

- 3 Each Councillor would be provided with approximately 50 cards with half being the altered submitted design and half being those with the 'Peace' theme. Additional cards would be available on request.

## **GENERAL BUSINESS**

### **Civic Functions**

Councillors were reminded of the need to respond to invitations for functions hosted by the City. This will assist staff with speech and catering requirements.

### **Terms of Reference**

The Committee requested that the Terms of Reference for the House Committee be reviewed by staff and returned to the next meeting of the House Committee.

### **DATE OF NEXT MEETING**

The next meeting of the House Committee will be held on **Wednesday 28 November 2001, commencing at 6.00pm.**

### **CLOSURE**

There being no further business, the Chairperson declared the meeting closed at 1910 hrs.