

# CITY OF JOONDALUP

Notice is hereby given that a Special Meeting of **COUNCIL** will be held in the Council Chamber, Joondalup Civic Centre, Boas Avenue, Joondalup on **MONDAY 12 MAY 2003** commencing at **7.00 pm**.

DENIS SMITH  
Chief Executive Officer  
9 May 2003

Joondalup  
Western Australia

## AGENDA

### ATTENDANCES AND APOLOGIES

### PUBLIC QUESTION TIME

(Please Note: Section 7(4)(b) of the Local Government (Administration) Regulations 1996 states that a Council at a special meeting is not required to answer a question that does not relate to the purpose of the meeting. It is requested that only questions that relate to items on the agenda be asked).

### DECLARATIONS OF FINANCIAL/ INTEREST AFFECTING IMPARTIALITY

### ITEM 1 SETTING OF MEETING DATES AND TIMETABLE – [08122]

#### PURPOSE

To set Council's meeting dates for the twelve month period commencing May 2003.

#### SUMMARY

In accordance with the Local Government Act 1995, it is necessary for a local government to give local public notice of its ordinary meeting dates for the next 12 months.

The current 'rolling' three weekly cycle of meetings is working well and it is suggested that this system be maintained.

## BACKGROUND

At its meeting held on 26 March 2002, Council reviewed its decision-making process and adopted a ‘rolling’ three weekly cycle of meetings, with the Council recessing for the Christmas/New Year period. This meeting system is as follows:

- Week 1: Strategy Session commencing at 6pm on the 1<sup>st</sup> Tuesday;
- Week 2: Briefing Session commencing at 6pm on the 2<sup>nd</sup> Tuesday. Deputation sessions are held at the commencement of Briefing Sessions;
- Week 3: Council meeting commencing at 7pm on the 3<sup>rd</sup> Tuesday.

## DETAILS

In accordance with the Local Government Act 1995, it is necessary for a local government to give local public notice of its ordinary meeting dates for the next 12 months.

The current ‘rolling’ three weekly cycle of meetings is working well and it is suggested that this system be maintained.

In order to allow for the Christmas holiday period, it is recommended the Strategy Session and Briefing Session during December 2003 be held on the same evening, with Strategy Session commencing at the conclusion of the Briefing Session.

## RECOMMENDATION

### That Council:

- 1 ADOPTS a ‘rolling’ three weekly cycle, being a strategy session (closed to the public), briefing session, and ordinary Council meeting;**
- 2 AGREES to hold informal deputation sessions for those requesting them in conjunction with the briefing session;**
- 3 SETS the following meeting dates for the City of Joondalup to be held at the Joondalup Civic Centre, Boas Avenue, Joondalup:**

<b>Strategy Sessions To be held at 6.00 pm in Conference Room 1</b>	<b>Briefing Session To be held at 6.00 pm in Conference Room 1</b>	<b>Council Meetings To be held at 7.00 pm in the Council Chamber</b>
<b>Tuesday 13 May 2003</b>	<b>Tuesday 20 May 2003</b>	<b>Tuesday 27 May 2003</b>
<b>Tuesday 3 June 2003</b>	<b>Tuesday 10 June 2003</b>	<b>Tuesday 17 June 2003</b>
<b>Tuesday 24 June 2003</b>	<b>Tuesday 1 July 2003</b>	<b>Tuesday 8 July 2003</b>
<b>Tuesday 15 July 2003</b>	<b>Tuesday 22 July 2003</b>	<b>Tuesday 29 July 2003</b>
<b>Tuesday 5 August 2003</b>	<b>Tuesday 12 August 2003</b>	<b>Tuesday 19 August 2003</b>
<b>Tuesday 26 August 2003</b>	<b>Tuesday 2 September 2003</b>	<b>Tuesday 9 September 2003</b>
<b>Tuesday 16 September 2003</b>	<b>Tuesday 23 September 2003</b>	<b>Tuesday 30 September 2003</b>
<b>Tuesday 7 October 2003</b>	<b>Tuesday 14 October 2003</b>	<b>Tuesday 21 October 2003</b>
<b>Tuesday 28 October 2003</b>	<b>Tuesday 4 November 2003</b>	<b>Tuesday 11 November 2003</b>
<b>Tuesday 18 November 2003</b>	<b>Tuesday 25 November 2003</b>	<b>Tuesday 2 December 2003</b>

<b>Tuesday 9 December 2003 – commencing at the conclusion of the Briefing Session</b>	<b>Tuesday 9 December 2003</b>	<b>Tuesday 16 December 2003</b>
<b>- January 2004 – Council Recess</b>		
<b>Tuesday 3 February 2004</b>	<b>Tuesday 10 February 2004</b>	<b>Tuesday 17 February 2004</b>
<b>Tuesday 24 February 2004</b>	<b>Tuesday 2 March 2004</b>	<b>Tuesday 9 March 2004</b>
<b>Tuesday 16 March 2004</b>	<b>Tuesday 23 March 2004</b>	<b>Tuesday 30 March 2004</b>
<b>Tuesday 6 April 2004</b>	<b>Tuesday 20 April 2004</b>	<b>Tuesday 27 April 2004</b>

- 4 in accordance with the Local Government Act 1995, GIVES local public notice of the meeting dates as detailed in (3) above.**

## **ESTABLISHMENT OF COMMITTEES**

The Local Government Act 1995 allows for the Council to adopt any decision-making structure that it desires in order to assist it to perform its duties.

The current ‘rolling’ three weekly cycle of meetings is working well and it is suggested that this system be maintained.

The Council also has established some committees that advise it on specific matters. Such committees have no delegated power.

As with the previous Local Government Act, the Mayor is entitled to be appointed to any committee, however he is not entitled to decide to chair any or all committee meetings. The Local Government Act 1995 states that if the Council establishes a committee(s) comprising of:

- Council members only, or
- Council members and employees,

then each Council member is entitled to be a member of at least one of those committees.

Each committee is required to elect a presiding member from amongst itself as its first item of business, and that election is to be by secret ballot as prescribed by Schedule 2.3 of the Local Government Act 1995.

Section 5.11(2) of the Local Government Act 1995 states that a person who is appointed to a committee shall remain to be a member of that committee until:

- (a) the term of the person’s appointment as a committee member expires;
- (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant;
- (c) the committee is disbanded; or
- (d) the next ordinary election day;

whichever happens first.

The recommendations in regard to appointment of committees has been separated into two parts. The first part relates to Council-created committees to which the rules of the Local Government Act 1995 regarding calling and recording of meetings applies. Appointments to these committees must be made by Council and passed by an absolute majority. The second group of committees are those created by external organisations and on which Council is represented by one or more elected members, but in respect of which there is no requirement to accord to Local Government meeting procedures including declarations of interest. Council may nominate elected members to such external committees by a simple majority.

## **COUNCIL CREATED COMMITTEES**

### **ITEM 2     ART COLLECTION WORKING PARTY – [22171]**

The role of the Art Collection Working Party is to:

- recommend to Council the purchase of artworks in accordance with the City's Art Collection Policy;
- recommend any proposed changes to the Art Collection Policy;
- monitor community access to the Collection and recommend strategies to enhance access;
- monitor curatorial standards of the Art Collection and recommend strategies to enhance standards.

The former membership of the Art Collect Working Party comprised:

Cr P Kimber - Chairman

Cr C Mackintosh

James Boyd, Cultural Development Coordinator

R Heymans, Art Consultant

**Deputy**

Cr P Kadak

Cr T Barnett

## **RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

### **1     ESTABLISHES the Art Collection Working Party to:**

- **recommend to Council the purchase of artworks in accordance with the City's Art Collection Policy;**
- **recommend any proposed changes to the Art Collection Policy;**
- **monitor community access to the Collection and recommend strategies to enhance access;**
- **monitor curatorial standards of the Art Collection and recommend strategies to enhance standards.**

**2 APPOINTS the following delegates to the Art Collection Working Party:**

**2 Elected Members as members;  
2 Elected Members as deputies;  
Cultural Development Coordinator  
Art Consultant**

**3 SETS a quorum for the Art Collection Working Party of 2 members.**

**ITEM 3 AUDIT COMMITTEE – [50068]**

The role of the Audit Committee is to oversee the internal and external Audit and Risk Management and Compliance functions of the City.

The former membership of the Audit Committee comprised:

Cr G Kenworthy – Chairman  
Mayor J Bombak  
Cr D Carlos  
Cr C Baker  
Cr C Mackintosh  
Cr T Barnett

**RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

- 1 ESTABLISHES the Audit Committee to oversee the internal and external Audit and Risk Management and Compliance functions of the City;**
- 2 APPOINTS the following delegates to the Audit Committee:  
  
6 Elected Members**
- 3 SETS a quorum for the Audit Committee of 3 members.**

**ITEM 4 BUDGET COMMITTEE 2003/2004 – [13020]**

The role of the Budget Committee is to oversee the development of the draft 2003/2004 Budget and Principal Activities Plan.

The former membership of the Budget Committee comprised the Mayor and 14 Councillors.

**RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

- 1 ESTABLISHES the Budget Committee 2003/2004 to oversee the development of the draft 2003/2004 Budget and Principal Activities Plan;**
- 2 APPOINTS the following delegates to the Budget Committee:  
  
Mayor and 14 Councillors;**
- 3 SETS a quorum for the Budget Committee 2003/2004 of 8 members.**

**ITEM 5 CBD ENHANCEMENT PROJECT STEERING COMMITTEE – [53469]**

The role of the CBD Enhancement Project Steering Committee is to:

- make recommendations to Council concerning broad priorities and financial monitoring of the CBD Enhancement Project;
- recommend strategies for the project's financial self-sufficiency beyond the 2003/04 financial year.

The former membership of the committee comprised:

Cr P Kimber - Chairman

Cr P Kadak

Cr A Patterson

Mr D Curry, President of the Joondalup Business Association

Ms M Horgan, Representative of the Perth Area Consultative Committee – Small Business and Economic Development

Ms L O'Halloran, Regional Employment Co-ordinator of the Department of Training (North Metro Employment Office)

Mr T Beard, Manager of the North Metropolitan Business Enterprise Centre (BEC)

Ms Enid Chua, Youth Advisory Council - representative

**RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

- 1 ESTABLISHES the CBD Enhancement Project Steering Committee to:**
  - **make recommendations to Council concerning broad priorities and financial monitoring of the CBD Enhancement Project;**
  - **recommend strategies for the project's financial self-sufficiency beyond the 2003/04 financial year;**
- 2 APPOINTS the following delegates to the CBD Enhancement Project Steering Committee:**

**3 Elected Members**  
**Executive Officer, Perth Area Consultative Committee**  
**Representative Joondalup Youth Advisory Council**  
**Manager North West Metro Business Enterprise Centre**  
**Regional Employment Coordinator, Department of Education and Training (North Metro)**  
**President, Joondalup Business Association;**
- 3 SETS a quorum for the CBD Enhancement Project Steering Committee of 4 members.**

**ITEM 6 COMMITTEE TO INVESTIGATE AN ALTERNATE CITY DEPOT SITE – [07092]**

The role of this Committee was to investigate an alternate City Depot site for the purpose of accommodating Council's outdoor operations, with the objective of establishing the site preferably within the City of Joondalup.

The former membership of the committee comprised:

Cr G Kenworthy  
Cr C Baker  
Cr M O'Brien  
Cr A Walker.

A depot site has been selected and the committee is no longer required.

**RECOMMENDATION**

**That Council DOES NOT establish a Committee to investigate an alternate City Depot site.**

## **ITEM 7 CONSERVATION ADVISORY COMMITTEE – [12168]**

The role of the Conservation Advisory Committee is to:

- liaise with community groups and the general public to promote the importance of conservation and rehabilitation of bushland and the natural environment;
- provide technical and practical advice on Management Plans and implementation of conservation strategies within the City of Joondalup;
- promote the importance of conservation, biodiversity and the rehabilitation of bushland and the natural environment.

The former membership of the Conservation Advisory Committee comprised:

Cr J Hollywood - Chairman		
Cr A Nixon		
D Cluning, Manager Operation Services		
K Armstrong, Conservation Officer		
	1 <sup>st</sup> Deputy	2 <sup>nd</sup> Deputy
M Zakrevsky	K McKenzie	W Woods
R Henderson	T Morald	
J Brundrett	K Clarke	
R McElroy		
J Wood	C Wood	
D Pike		
M Norman		
S Magyar		
Mr D Millan		
Mr B Fitzsimmons	Ms D Lullfitz	

### **RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

**1 ESTABLISHES the Conservation Advisory Committee to:**

- **liaise with community groups and the general public to promote the importance of conservation and rehabilitation of bushland and the natural environment;**
- **provide technical and practical advice on Management Plans and implementation of conservation strategies within the City of Joondalup;**
- **promote the importance of conservation, biodiversity and the rehabilitation of bushland and the natural environment.**



**2 APPOINTS the following delegates to the Conservation Advisory Committee:****2 Elected Members****Manager Operation Services****Conservation Officer**

	<b>1<sup>st</sup> Deputy</b>	<b>2<sup>nd</sup> Deputy</b>
<b>M Zakrevsky</b>	<b>K McKenzie</b>	<b>W Woods</b>
<b>R Henderson</b>	<b>T Morald</b>	
<b>J Brundrett</b>	<b>K Clarke</b>	
<b>R McElroy</b>		
<b>J Wood</b>	<b>C Wood</b>	
<b>D Pike</b>		
<b>M Norman</b>		
<b>S Magyar</b>		
<b>Mr D Millan</b>		
<b>Mr B Fitzsimmons</b>	<b>Ms D Lullfitz</b>	

**3 SETS a quorum for the Conservation Advisory Committee of 7 members.****ITEM 8 DRY PARKS, MEDIAN AND VERGE COMMITTEE – [42938]**

The role of the Dry Parks, Median and Verge Committee is to:

- administer the implementation and application of the criteria;
- assess each application for funding on its merits and make its decision in consultation with the general public

The former membership of the Dry Parks, Median and Verge Committee comprised:

Cr P Kimber – Chairman  
 Cr C Baker  
 Cr J Hurst  
 Cr A Patterson  
 Cr J Hollywood  
 Cr T Barnett

**RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

**1 ESTABLISHES the Dry Parks, Median and Verge Committee to:**

- administer the implementation and application of the criteria;
- assess each application for funding on its merits and make its decision in consultation with the general public

**2 APPOINTS the following delegates to the Dry Parks, Median and Verge Committee:****6 Elected Members;**

**3 SETS a quorum for the Dry Parks, Median and Verge Committee of 3 members.****ITEM 9 ENVIRONMENTAL AND SUSTAINABILITY ADVISORY COMMITTEE – [00906]**

The role of the Environmental and Sustainability Advisory Committee is to make recommendations to Council on appropriate courses of action on matters that affect the environment and sustainability issues within the region.

The aims and objectives are to:

- recommend to the City of Joondalup Council on appropriate courses of action which promote and encourage ecologically sustainable development.
- develop, implement and monitor a sustainability action plan for the City.
- promote and encourage sustainable development based on the principles of Local Agenda 21 (integrated economic, social and environmental sustainability).
- To provide recommendations to the City of Joondalup Council in relation to sustainable development pilot projects, programmes and activities which facilitate sustainable development within the City of Joondalup.
- To provide a co-ordinated communication link between Council and the City of Joondalup community, groups and organisations, in relation to sustainable development issues.

The former membership of the Environmental Advisory Committee comprised:

Cr J Hollywood - Chairman  
Cr A Nixon (Deputy – Cr O'Brien)  
Mr S Hawkins – Deputy Chairman  
Mr D Wake  
Mr V Cusack  
Mr W Carstairs  
Mr S Magyar  
Mr R Kurup  
Mr G Down  
Mr G Hartnett  
Representative from Edith Cowan University  
J Goldsmith, Sustainable Development Officer  
D Cluning, Manager Operations Services

**RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

- 1 ESTABLISHES the Environmental and Sustainability Advisory Committee to make recommendations to Council on appropriate courses of action on matters that affect the environment and sustainability issues within the region;**

**2 APPOINTS the following delegates to the Environmental and Sustainability Advisory Committee:**

**2 Elected Members as Committee members**

**1 Elected Member as Deputy**

**Mr S Hawkins**

**Mr D Wake**

**Mr V Cusack**

**Mr W Carstairs**

**Mr S Magyar**

**Mr R Kurup**

**Mr G Down**

**Mr G Hartnett**

**Representative from Edith Cowan University**

**Sustainable Development Officer**

**Manager Operations Services**

**3 SETS a quorum for the Environmental and Sustainability Advisory Committee of 7 members.**

**ITEM 10 HOUSE COMMITTEE – [59064]**

The role of the House Committee is to make recommendations on:

- the type and number of civic functions;
- entitlements of elected members;
- awards and presentations to former elected members;
- facilities for elected members.

The former membership of the House Committee comprised:

**Member**

Cr A Walker – Chairman

Cr J Hurst – Deputy Chairman

Mayor J Bombak

Cr P Kimber

Cr G Kenworthy

**Deputy**

Cr P Rowlands

Cr C Mackintosh

-

Cr P Kadak

Cr A Patterson

**RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

**1 ESTABLISHES the House Committee to make recommendations on:**

- the type and number of civic functions;
- entitlements of elected members;
- awards and presentations to former elected members;
- facilities for elected members;

**2 APPOINTS the following delegates to the House Committee:**

- 5 Elected Members as Committee Members;**
- 5 Elected Members as Deputies;**

**3 SETS a quorum for the House Committee of 3 members.****ITEM 11 JOONDALUP EISTEDDFOD WORKING PARTY – [34923]**

The role of the Joondalup Eisteddfod Working Party is to:

- Encourage and assist development of the Eisteddfod
- Facilitate the day to day operations of the Eisteddfod
- Assist the Co-ordinator of the organisation, set up and operation of the Eisteddfod
- Promote artistic excellence
- Improve the performance skills of participants
- Provide opportunities for public performance

The former membership of the Joondalup Eisteddfod Working Party comprised:

Mr G Major - Chairman  
Cr J Hollywood  
Cr P Kimber  
James Boyd, Arts Project Officer  
Mrs A Major, Eisteddfod Co-ordinator  
Ms F Muir, Community Representative  
Ms M Erneste, Community Representative  
Mr A True, Community Representative  
Ms L Nosow, Community Representative  
Ms K Yelland, Community Representative  
Ms R Morrison, Community Representative  
Mrs J Ruscoe, Community Representative

**RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

**1 ESTABLISHES the Joondalup Eisteddfod Working Party to:**

- **Encourage and assist development of the Eisteddfod**
- **Facilitate the day to day operations of the Eisteddfod**
- **Assist the Co-ordinator of the organisation, set up and operation of the Eisteddfod**
- **Promote artistic excellence**
- **Improve the performance skills of participants**
- **Provide opportunities for public performance**

**2 APPOINTS the following delegates to the Joondalup Eisteddfod Working Party:****2 Elected Members****Mr G Major****Arts Project Officer****Mrs A Major, Eisteddfod Co-ordinator****Ms F Muir, Community Representative****Ms M Erneste, Community Representative****Mr A True, Community Representative****Ms L Nosow, Community Representative****Ms K Yelland, Community Representative****Ms R Morrison, Community Representative****Mrs J Ruscoe, Community Representative****3 SETS a quorum for the Joondalup Eisteddfod Working Party of 6 members.****ITEM 12 JOONDALUP FESTIVAL AND SUMMER EVENTS COMMITTEE – [05019]**

The role of the Joondalup Festival and Summer Events Committee is to make recommendations to Council on the operations of the Joondalup Festival and Summer Events.

The former membership of the Joondalup Festival and Summer Events Committee comprised:

Cr P Kadak – Chairman

Cr J Hurst

Cr C Mackintosh

G Hall, Manager Community Development Services

M Smith, Manager Marketing Communications & Council Support

J Boyd, Cultural Development Coordinator

**RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

**1 ESTABLISHES the Joondalup Festival and Summer Events Committee to make recommendations to Council on the operations of the Joondalup Festival and Summer Events;**

**2 APPOINTS the following delegates to the Joondalup Festival and Summer Events Committee:**

**3 Elected Members****Manager Community Development Services****Manager Marketing Communications & Council Support****Cultural Development Coordinator**

**3 SETS a quorum for the Joondalup Festival and Summer Events Committee of 3 members.**

## **ITEM 13 JOONDALUP REGIONAL PERFORMING ARTS FACILITY STEERING COMMITTEE – [07019]**

The role of the Joondalup Regional Performing Arts Facility Steering Committee is to develop funding options, prepare proposals and make recommendations for the development of the Regional Performing Arts facility to be located in Joondalup.

The former membership of the Joondalup Regional Performing Arts Facility Steering Committee comprised:

### **Deputies**

Mayor Bombak	
Cr P Kadak – Chairman	
Cr P Kimber	
Cr D Carlos	Cr C Baker
Cr J Hollywood	Cr A Nixon
Cr A Walker	Cr P Rowlands
Cr T Barnett	Cr M O'Brien
Cr A Patterson	Cr G Kenworthy
Cr J Hurst	Cr C Mackintosh

### **RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

- 1 ESTABLISHES the Joondalup Regional Performing Arts Facility Steering Committee to develop funding options, prepare proposals and make recommendations for the development of the Regional Performing Arts Facility to be located in Joondalup;**
- 2 APPOINTS the following delegates to the Joondalup Regional Performing Arts Facility Steering Committee:**

	<b><u>Delegate</u></b>	<b><u>Deputy</u></b>
	<b>Mayor</b>	-
<b>Lakeside Ward</b>	<b>2 Elected Members</b>	-
<b>Marina Ward</b>	<b>1 Elected Member</b>	<b>1 Elected Member</b>
<b>North Coastal Ward</b>	<b>1 Elected Member</b>	<b>1 Elected Member</b>
<b>Pinnaroo Ward</b>	<b>1 Elected Member</b>	<b>1 Elected Member</b>
<b>South Ward</b>	<b>1 Elected Member</b>	<b>1 Elected Member</b>
<b>South Coastal Ward</b>	<b>1 Elected Member</b>	<b>1 Elected Member</b>
<b>Whitfords Ward</b>	<b>1 Elected Member</b>	<b>1 Elected Member</b>

- 3 SETS a quorum for the Joondalup Regional Performing Arts Facility Steering Committee of 5 members.**

**ITEM 14 JOONDALUP YOUTH ADVISORY COUNCIL – [38245]**

The role of the Joondalup Youth Advisory Council is to advise Council on any issues of importance to the youth population of the City of Joondalup.

The former membership of the Joondalup Youth Advisory Council comprised:

Enid Chua	Michelle Keppel
Kate Sinagra	Jake Hickman
Elizabeth Benporath	Jessica Harlond- Kenny
Aled Cunnah	Lauren Hicks
Kate Maasen	Siobhan Daly
Janice Mataboni	Dean Caporn
Astrid Lee	Janet Sercombe
Trent Mackay	Matthew Pilton
Andrew Cameron	Lara Hyams
Katrina Welch	Annique Lynch

**RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

- 1 ESTABLISHES the Joondalup Youth Advisory Council to advise Council on any issues of important to the youth population of the City of Joondalup;**
- 2 APPOINTS the following delegates to the Joondalup Youth Advisory Council:**

<b>Enid Chua</b>	<b>Michelle Keppel</b>
<b>Kate Sinagra</b>	<b>Jake Hickman</b>
<b>Elizabeth Benporath</b>	<b>Jessica Harlond- Kenny</b>
<b>Aled Cunnah</b>	<b>Lauren Hicks</b>
<b>Kate Maasen</b>	<b>Siobhan Daly</b>
<b>Janice Mataboni</b>	<b>Dean Caporn</b>
<b>Astrid Lee</b>	<b>Janet Sercombe</b>
<b>Trent Mackay</b>	<b>Matthew Pilton</b>
<b>Andrew Cameron</b>	<b>Lara Hyams</b>
<b>Katrina Welch</b>	<b>Annique Lynch</b>

- 3 SETS a quorum for the Joondalup Youth Advisory Council of 10 members.**

## **ITEM 15 OCEAN REEF DEVELOPMENT COMMITTEE – [04171]**

The role of the Ocean Reef Development Committee is to examine developing options, prepare proposals and make recommendations concerning the development of the project.

The former membership of the Ocean Reef Development Committee comprised:

	<u>Deputy</u>
Cr C Baker – Chairman	-
Cr P Kimber – Deputy Chairman	Cr P Kadak
Mayor J Bombak	-
Cr D Carlos	-
Cr J Hollywood	Cr A Nixon
Cr A Walker	Cr P Rowlands
Cr M O’Brien	Cr T Barnett
Cr G Kenworthy	Cr A Patterson
Cr C Mackintosh	Cr J Hurst

### **RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

- 1 ESTABLISHES the Ocean Reef Development Committee to examine developing options, prepare proposals and make recommendations concerning the development of the project;**
- 2 APPOINTS the following delegates to the Ocean Reef Development Committee:**

	<u>Delegate</u>	<u>Deputy</u>
	<b>Mayor</b>	-
<b>Marina Ward</b>	<b>2 Elected Members</b>	-
<b>Lakeside Ward</b>	<b>1 Elected Member</b>	<b>1 Elected Member</b>
<b>North Coastal Ward</b>	<b>1 Elected Member</b>	<b>1 Elected Member</b>
<b>Pinnaroo Ward</b>	<b>1 Elected Member</b>	<b>1 Elected Member</b>
<b>South Ward</b>	<b>1 Elected Member</b>	<b>1 Elected Member</b>
<b>South Coastal Ward</b>	<b>1 Elected Member</b>	<b>1 Elected Member</b>
<b>Whitfords Ward</b>	<b>1 Elected Member</b>	<b>1 Elected Member</b>

- 3 SETS a quorum for the Ocean Reef Development Committee of 5 members.**



## **ITEM 16 PUBLIC/PRIVATE PARTNERSHIPS COMMITTEE – [89526]**

The role of the Public/Private Partnerships Committee was to investigate the feasibility of establishing public/private partnerships to facilitate significant investment in new and existing infrastructure within the City of Joondalup.

The former membership of the Public/Private Partnerships Committee comprised:

Cr C Baker  
Cr G Kenworthy  
Cr A Patterson

The committee has not met since late 2002, and it is recommended that it not be re-established.

### **RECOMMENDATION**

**That Council DOES NOT establish a Public/Private Partnerships Committee.**

## **ITEM 17 QUARRY PARK DEVELOPMENT COMMITTEE – [37544]**

The role of the Quarry Park Development Committee was to develop options for Quarry Park, Edgewater, with a view to public consultation.

The former membership of the Quarry Park Development Committee comprised:

Cr P Kadak  
Cr P Kimber  
Cr J Hollywood  
Cr M O'Brien  
Cr C Mackintosh

It is recommended that this committee not be re-established.

### **RECOMMENDATION**

**That Council DOES NOT establish a Quarry Park Development Committee.**

## **ITEM 18 SENIORS INTERESTS ADVISORY COMMITTEE – [55511]**

The role of the Seniors Interests Advisory Committee is to:

- oversee the strategic coordination of all seniors' issues across Council.
- provide advice to Council to ensure that the concerns of seniors are adequately represented in the City's planning processes and the strategic directions being developed for older people across the City

The former membership of the Seniors Interests Advisory Committee comprised:

Cr A Walker - Chairman  
 Cr D Carlos  
 Cr M O'Brien  
 Caroline Evans, Team Leader, Department for Community Development;  
 Gloria Lloyd-Jones, Community Vision Inc;  
 Allyn Bryant, JP  
 Audrey Poole - Australian Red Cross  
 Jane Heilkema  
 Kevan Rowe  
 Kevin Housom (Deputy to K Rowe)  
 Graeme Hall, Manager Community Development Services

## **RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

**1 ESTABLISHES the Seniors Interests Advisory Committee to:**

- **oversee the strategic coordination of all seniors' issues across Council.**
- **provide advice to Council to ensure that the concerns of seniors are adequately represented in the City's planning processes and the strategic directions being developed for older people across the City**

**2 APPOINTS the following delegates to the Seniors Interests Advisory Committee:**

**3 Elected Members**

**Manager Community Development Services  
 Team Leader, Department for Community Development  
 Community Vision Inc representative**

***Organisation Representatives:***

**Allyn Bryant, JP – Independent Retirees )  
 Audrey Poole - Australian Red Cross )  
 Diane Davies White – Seniors Recreation Council )**

***Deputy:***

**Robert Kinloch**

***Individual Representatives:***

**Jane Heilkema )  
 Kevan Rowe )  
 Lew Thorstensen )**

***Deputy:***

**Margaret March**

**3 SETS a quorum for the Seniors Interests Advisory Council of 6 members.**

## **ITEM 19 SKATEPARK COMMITTEE – [09019]**

The role of the Skatepark Committee is to investigate, develop and make recommendations for the construction of skateboard facilities, and consideration of issues relating to the development of BMX tracks in the City of Joondalup

The former membership of the Skatepark Committee comprised:

Cr J Hollywood - Chairman  
Cr C Baker  
Cr M O'Brien  
Cr D Carlos  
Cr C Mackintosh

### **RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

- 1 ESTABLISHES the Skatepark Committee to investigate, develop and make recommendations for the construction of skateboard facilities and consideration of issues relating to the development of BMX tracks in the City of Joondalup;**
- 2 APPOINTS the following delegates to the Skatepark Committee:**  
**5 Elected Members**
- 3 SETS a quorum for the Skatepark Committee of 3 members.**

## **ITEM 20 STANDING ORDERS REVIEW COMMITTEE – [10019]**

The role of the Standing Orders Review Committee is to review the existing Standing Orders Local Law.

The former membership of the Standing Orders Review Committee comprised:

Cr C Baker – Chairman  
Mayor J Bombak  
Cr A Patterson  
Cr M O'Brien

### **RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

- 1 ESTABLISHES the Standing Orders Review Committee to review the existing Standing Orders Local Law;**
- 2 APPOINTS the following delegates to the Committee:**  
**4 Elected Members**

**3 SETS a quorum for the Standing Orders Review Committee of 2 members.**

**ITEM 21 URBAN ANIMAL MANAGEMENT ADVISORY COMMITTEE – [44818]**

The role of the Urban Animal Management Advisory Committee is to assist Council to determine suitable animal exercise areas and community education programs to provide fair sharing of resources for all sections of the community.

The former membership of the Urban Animal Management Advisory Committee comprised:

Cr T Barnett- Chairman  
Cr C Mackintosh  
Cr J Hollywood  
P Pikor, Manager Infrastructure Management Services  
D Cluning, Manager Operations Services  
P Hrovatin, Senior Ranger, Ranger Services  
Environmental Health Officer

**RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

- 1 ESTABLISHES the Urban Animal Management Advisory Committee to assist Council to determine suitable animal exercise areas and community education programs to provide fair sharing of resources for all sections of the community;**
- 2 APPOINTS the following delegates to the Urban Animal Management Advisory Committee:**
  - 3 Elected Members**  
**Manager Infrastructure Management Services**  
**Manager Operations Services**  
**Senior Ranger, Ranger Services**  
**Environmental Health Officer**
- 3 SETS a quorum for the Urban Animal Management Advisory Committee of 4 members.**

**ITEM 22 YOUTH AFFAIRS ADVISORY COMMITTEE – [07116]**

The role of the Youth Affairs Advisory Committee is to:

- oversee the strategic coordination of all youth issues across Council;
- oversee the implementation of the Future Directions for Youth Services Action Plan;
- oversee the regular review and update of the Future Directions for Youth Services Action Plan.

The former membership of the Youth Affairs Advisory Committee comprised:

Cr P Kadak - Chairman  
Cr A Walker – Deputy Chairman  
Cr J Hollywood  
Viet Nguyen  
Janice Mataboni  
Ryan Kukura  
Suzanne Akila  
Julie Eaton, Coordinator Community Services  
Graeme Hall, Manager Community Development Services

## **RECOMMENDATION**

**That Council, BY AN ABSOLUTE MAJORITY:**

**1 ESTABLISHES the Youth Affairs Advisory Committee to:**

- **oversee the strategic coordination of all youth issues across Council;**
- **oversee the implementation of the Future Directions for Youth Services Action Plan;**
- **oversee the regular review and update of the Future Directions for Youth Services Action Plan.**

**2 APPOINTS the following delegates to the Youth Affairs Advisory Committee:**

**3 Elected Members**

**Viet Nguyen  
Janice Mataboni  
Ryan Kukura  
Suzanne Akila  
Coordinator Community Services  
Manager Community Development Services**

**3 SETS a quorum for the Youth Affairs Advisory Committee of 5 members.**

## **EXTERNAL COMMITTEES ON WHICH COUNCIL IS REPRESENTED**

### **ITEM 23 BUSINESS AND COMMUNITY DIRECTORY WORKING GROUP – [11019]**

The role of the Business and Community Directory Working Group is to ensure that a quality publication is delivered to City of Joondalup residents, with information on the business community and Council services.

Council's former representative on the Business and Community Directory Working Group was Cr P Kadak.

**RECOMMENDATION**

**That Council NOMINATES an Elected Member as representative to the Business and Community Directory Working Group.**

**ITEM 24 COASTAL MANAGEMENT ADVISORY COMMITTEE – [12019]**

The role of the Coastal Management Advisory Committee is to:

- facilitate outcomes to strategic policy initiatives for sustainable coastal management;
- be a forum for structured information exchange through WAMA to all coastal Local Governments on funding and policy;
- support education, training and funding opportunities for coastal communities;
- promote coastal conservation and integrated catchment management

Council's former representatives on the Coastal Management Advisory Committee were:

Cr J Hollywood  
Cr A Nixon – deputy  
K Armstrong, Conservation Officer

**RECOMMENDATION**

**That Council NOMINATES the following representatives on the Coastal Management Advisory Committee:**

**1 elected member as delegate  
1 elected member as deputy  
Conservation Officer**

**ITEM 25 COMMUNITY BOARD OF ADVICE (JOONDALUP HEALTH CAMPUS) – [15395]**

Since 1997 the City of Joondalup has provided a representative on the Community Board of Advice for the Joondalup Health Campus.

Council's former representatives on the Community Board of Advice were:

Cr A Patterson  
Cr D Carlos – deputy

**RECOMMENDATION**

**That Council NOMINATES the following representatives on the Community Board of Advice (Joondalup Health Campus):**

**1 Elected Member as delegate  
1 Elected Member as deputy**

**ITEM 26 COMMUNITY VISION INC (BOARD) – [40958]**

The role of the Community Vision Inc Board is to provide and develop high quality and responsive services that are accessible and affordable, and that encourage the wellbeing of people within the community.

Council's former representatives on the Community Vision Inc Board were:

Cr P Rowlands  
Manager Community Development Services

It is recommended that no elected member representation is required on the Board.

**RECOMMENDATION**

**That Council NOMINATES the Manager Community Development Services to the Community Vision Inc Board.**

**ITEM 27 JOONDALUP BUSINESS ASSOCIATION – [03082]**

The role of the Joondalup Business Association is to represent the business interests of its members for the Joondalup and Wanneroo areas.

Council's former representatives on the Joondalup Business Association were:

Cr C Baker  
Cr P Kadak – 1<sup>st</sup> deputy  
Cr C Mackintosh – 2<sup>nd</sup> deputy

**RECOMMENDATION**

**That Council NOMINATES the following representatives to the Joondalup Business Association:**

**1 Elected Member as delegate**  
**2 Elected Members as deputies**

**ITEM 28 JOONDALUP LOTTERIES HOUSE INC – [29094]**

The role of the Joondalup Lotteries House Inc is to provide secure, affordable accommodation for community organisations in the northern suburbs involved in supporting and/or delivering non-profit human services.

Council's former representatives on the Joondalup Lotteries House Inc were:

Clayton Higham, Director Planning and Community Development  
Graeme Hall, Manager Community Development Services

**RECOMMENDATION**

**That Council NOMINATES the following representatives to the Joondalup Lotteries House Inc:**

**Director Planning and Community Development  
Manager Community Development Services**

**ITEM 29 JOONDALUP WEEKEND MARKETS MANAGEMENT COMMITTEE – [04143]**

The role of the Joondalup Weekend Markets Management Committee was to address issues and matters associated with the operation of the Weekend markets.

Council's former representative on the Joondalup Weekend Markets Management Committee was Manager Project Policy and Planning.

This committee is no longer required as the weekend markets are handled by the CBD Enhancement Project Steering Committee.

**RECOMMENDATION**

**That Council DOES NOT nominate a representative to the Joondalup Weekend Markets Management Committee.**

**ITEM 30 KINGSLEY WOODVALE COMMUNITY AND RECREATION ASSOCIATION – [27171]**

The role of the Kingsley Woodvale Community and Recreation Association is to facilitate the development of recreation opportunities within the suburbs of Kingsley and Woodvale and act as a forum for local sporting and recreation groups to discuss community recreation issues.

Council's former representatives on the Kingsley Woodvale Community and Recreation Association were:

Lakeside Ward Councillors: Cr P Kadak and Cr P Kimber  
South Ward Councillors: Cr T Barnett and Cr M O'Brien.

**RECOMMENDATION**

**That Council NOMINATES Councillors from the Lakeside and South Wards to the Kingsley Woodvale Community and Recreation Association.**



### **ITEM 31 LEISURE CENTRE STRATEGIC MANAGEMENT GROUP – [09050]**

Following the Council decision of 11 November 2000 to lease the operation management of the City's leisure centres to RANS Management Group, two elected members were appointed to the Leisure Centre Strategic Management Group.

Due to the collapse of the RANS Management Group, the City of Joondalup re-commenced management of Craigie, Ocean Ridge and Sorrento Duncraig Leisure Centres. This management group is therefore no longer in operation.

#### **RECOMMENDATION**

**That Council DOES NOT nominate a representative to the Leisure Centre Strategic Management Group.**

### **ITEM 32 LOCAL EMERGENCY MANAGEMENT COMMITTEE – [48543]**

The role of the Local Emergency Management Committee is to assist the Local Emergency Coordinator (officer in Charge of Police sub-district) to develop and maintain effective emergency management arrangements for the local area.

Council's former representatives on the Local Emergency Management Committee were:

Manager Operations Services  
Senior Ranger, Ranger Services

It is recommended that an elected member also be appointed to the Committee. Cr P Kimber has been a regular attendee at Committee meetings.

#### **RECOMMENDATION**

**That Council NOMINATES the following representatives on the Local Emergency Management Committee:**

**1 Elected Member  
Manager Operations Services  
Senior Ranger, Ranger Services**

### **ITEM 33 LUISINI HERITAGE PROJECT STEERING COMMITTEE – [16019]**

The role of the Luisini Heritage Project Steering Committee was to facilitate a community based consultative process. The following organisations were represented: Local community; Italian community and other interested parties; Ministry for Planning, Department of Conservation and Land Management; Friends of Yellagonga Regional Park.

Council's former representatives on the Luisini Heritage Project Steering Committee were:

Cr T Barnett  
Cr M O'Brien – Deputy

The project has progressed to the stage where a committee is no longer required. It is recommended that Council does not nominate representatives to the committee.

#### **RECOMMENDATION**

**That Council DOES NOT nominate a representative to the Luisini Heritage Project Steering Committee.**

### **ITEM 34 MINDARIE REGIONAL COUNCIL – [03149]**

The Mindarie Regional Council was formed in 1987 to perform designated functions in connection with waste treatment and disposal. The former City of Wanneroo held a one third share in the Mindarie Regional Council. As a constituent local government of the Regional Council, the former City of Wanneroo was entitled to appoint four Councillors.

Elected members appointed as regional Councillors to the Mindarie Regional Council are entitled to meeting fees and reimbursement of expenses as per the Local Government Act 1995.

It is suggested that the City of Joondalup nominates two elected members to represent it on the Mindarie Regional Council and nominates two elected members as deputies.

Council's former representatives on the Mindarie Regional Council were:

	<b><u>Deputy</u></b>
Mayor J Bombak	Cr J Hollywood
Cr G Kenworthy	Cr M O'Brien

#### **RECOMMENDATION**

**That Council NOMINATES the following representatives to the Mindarie Regional Council:**

**2 Elected members as delegates**  
**2 Elected members as deputies**

### **ITEM 35 NORTH METRO COMMUNITY ONLINE ASSOCIATION INC – [34002]**

The North Metro Community Online Association takes a leadership role in promoting the connection, provision and use of information communication technology in the region.

Council's former representative on the North Metro Community Online Association Inc was Mr Denis Smith, Chief Executive Officer.

#### **RECOMMENDATION**

**That Council NOMINATES the Chief Executive Officer as representative on the North Metro Community Online Association Inc.**

### **ITEM 36 NORTH METRO EMPLOYMENT AND TRAINING ASSOCIATION – [45661]**

The role of the North Metro Employment and Training Association was to provide a framework for groups in the Perth North Metro area to effectively link with each other to develop an integrated approach to regional employment and training initiatives and to increase opportunities.

Council's former representative on the North Metro Employment and Training Association was Cr M O'Brien.

This Association is no longer in operation.

#### **RECOMMENDATION**

**That Council NOTES that the North Metro Employment and Training Association is no longer in operation and no representative is required to be appointed.**

### **ITEM 37 NORTH METROPOLITAN REGION RECREATION ADVISORY COMMITTEE – [15142]**

The role of the North Metropolitan Region Recreation Advisory Committee is to:

- act as a forum for local governments in the northern region of Perth to coordinate the provision of community facilities and services;
- provide a forum for exchange of ideas, management models, utilisations systems and all other relevant professional tools;
- establish where possible regional approaches and consistent local management practices, towards sporting organisations, and any other organised group;
- provide a coordinated voice on matters of State and Federal Government issues which impact at the local level;
- assess CSRFF applications for regional projects that have been referred by the Ministry for Sport and Recreation for a recommendation.

Council's former representatives on the North Metropolitan Region Recreation Advisory Committee were:

Cr J Hurst  
Cr C Mackintosh – deputy.

### **RECOMMENDATION**

**That Council NOMINATES the following representatives to the North Metropolitan Region Recreation Advisory Committee:**

**1 Elected Member as delegate**  
**1 Elected Member as deputy**

### **ITEM 38 NORTH WEST DISTRICT PLANNING COMMITTEE – [01080]**

The North West District Planning Committee is one of a number of district committees within the Perth Metropolitan Region, comprising members from local government councils in the district, which provides a forum for discussion and recommendation on regional planning issues. These matters are referred to the Perth Region Planning Committee for consideration.

Council's former representatives on the North West District Planning Committee were:

Cr M O'Brien  
Cr A Walker – deputy

### **RECOMMENDATION**

**That Council NOMINATES the following representatives to the North West District Planning Committee:**

**1 Elected Member as delegate**  
**1 Elected Member as deputy**

### **ITEM 39 NORTH WEST METROPOLITAN BUSINESS ENTERPRISE CENTRE COMMITTEE OF MANAGEMENT – [ 03082]**

The role of the North West Metropolitan Business Enterprise Centre Committee of Management is to:

1. Maximise the creation of employment opportunities by facilitating the establishment of new business start-ups within the North West Metropolitan region;
2. To encourage and facilitate the development and broadening of the economic base within the North West Metropolitan region.

Council's former representatives on the North West Metropolitan Business Enterprise Centre Committee of Management were:

Cr C Baker  
Cr P Kadak - deputy  
Cr C Mackintosh – deputy

### **RECOMMENDATION**

**That Council NOMINATES the following representatives to the North West Metropolitan Business Enterprise Centre Committee of Management:**

**1 Elected Member as delegate**  
**2 Elected Members as deputies**

### **ITEM 40 NORTH WEST METROPOLITAN DISTRICT EMERGENCY MANAGEMENT COMMITTEE – [13109]**

The role of the North West Metropolitan District Emergency Management Committee is to assist the District Emergency Coordinator (Police District Officer) in the enhancement and maintenance of effective emergency management arrangements for the district.

Council's former representative on the North West Metropolitan District Emergency Management Committee was Cr P Kimber.

### **RECOMMENDATION**

**That Council NOMINATES an Elected Member as representative on the North West Metropolitan District Emergency Management Committee.**

### **ITEM 41 NORTH WESTERN METROPOLITAN REGIONAL ROAD SUB-GROUP – [02416]**

The role of the North Western Metropolitan Regional Road Sub-Group is to review project submissions for the North West region in accordance with the criteria of the Metropolitan Regional Road Programme and make funding recommendations to the State Committee of the Metropolitan Regional Road Group.

Council's former representative on the North Western Metropolitan Regional Road Sub-Group was Cr M O'Brien.

### **RECOMMENDATION**

**That Council NOMINATES an Elected Member as representative on the North Western Metropolitan Regional Road Sub-Group.**

## **ITEM 42 PERFORMING ARTS REFERENCE GROUP – [22173]**

The Performing Arts Reference Group was formed to include interested organisations to assist Council in the planning and development of the proposed performing arts complex. Organisations represented on the Reference Group were as follows:

- Edith Cowan University;
- WA Performing Arts Academy, Edith Cowan University;
- Ministry for Arts and Culture;
- West Coast TAFE;
- Joondalup Joblink;
- Education Department
- Parents and Citizens Association, Woodvale Senior High School;
- Ministry of the Premier and Cabinet;
- Council Officers from Strategic Planning, Community Development and Leisure Services.

Council's former representatives on the Performing Arts Reference Group were:

Cr D Carlos  
Cr J Hollywood – deputy

This reference group is no longer required.

### **RECOMMENDATION**

**That Council DOES NOT nominate a representative to the Performing Arts Reference Group.**

## **ITEM 43 SAFER WA JOONDALUP COMMITTEE – [41157]**

The role of Safer WA Joondalup Committee is to:

- provide a medium for communication, liaison and interaction between the community and the WA Police Service, in pursuit of the common goal of a more peaceful society;
- as a liaison body, to coordinate the activities of community policing crime prevention throughout Western Australia;
- develop policies pertaining to the principles of community policing crime prevention;
- assist the formation of District, Local and Special Purpose Committees;
- support any organisation or group, government agency, including the WA Police Service, or others who have plans or intentions to seek lost people, prevent crimes, for the betterment of a safer and peaceful community;
- do all things conducive to the attainment of these objectives in the Joondalup Police District.

Council's former representatives on the Safer WA Joondalup Committee were:

Cr P Kimber  
Cr A Walker - Deputy  
L Clack, Co-ordinator, Safer Community Programme

**RECOMMENDATION**

**That Council NOMINATES the following representatives to the Safer WA Joondalup Committee:**

- 1 Elected Member as delegate**
- 1 Elected Member as deputy**
- Coordinator, Safer Community Programme**

**ITEM 44 WARWICK LEISURE CENTRE AND CHURCHES OF CHRIST MANAGEMENT COMMITTEE – [26172]**

The role of the Warwick Leisure Centre and Churches of Christ Management Committee is to discuss management issues relating to the operation of Warwick Leisure Centre with Warwick Churches of Christ who lease sports hall components of the Centre.

Council's former representatives on the Warwick Leisure Centre and Churches of Christ Management Committee were:

- Cr M O'Brien
- Cr T Barnett – deputy

**RECOMMENDATION**

**That Council NOMINATES the following representatives to the Warwick Leisure Centre and Churches of Christ Management Committee:**

- 1 Elected Member as delegate**
- 1 Elected Member as deputy**

**ITEM 45 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – NORTH METROPOLITAN ZONE COMMITTEE – [18879]**

The Western Australian Local Government Association was formed from the former Associations that represented metropolitan councils, country shires and country cities. It is recognized as the peak body representing local government in Western Australia having almost all Western Australian local governments as its members.

The Western Australian Local Government Association – North Metropolitan Zone Committee consists of representatives from the Cities of Joondalup, Wanneroo and Stirling and is one of five zones. Each City on the North Zone is entitled to four voting delegates.

Council's former representatives on the Western Australian Local Government Association – North Metro Zone Committee were:

	<u>Deputy</u>
Mayor J Bombak	Cr J Hurst
Cr P Kadak	Cr P Kimber
Cr D Carlos	Cr C Baker
Cr G Kenworthy	Cr A Patterson

The City is required to appoint both delegates and deputies for this committee.

### **RECOMMENDATION**

**That Council NOMINATES the following representatives to the Western Australian Local Government Association – North Metropolitan Zone Committee:**

**4 Elected Members as delegates**

**4 Elected Members as deputies**

### **ITEM 46 WHITFORD COMMUNITY RATEPAYERS AND RECREATION ASSOCIATION – [14003]**

The role of the Whitford Community Ratepayers and Recreation Association is to facilitate the development of recreation opportunities within Padbury, Hillarys, Kallaroo and Craigie, and to act as a forum for local sporting and recreation groups to discuss community recreation issues.

Council's former representatives on the Whitford Community Ratepayers and Recreation Association were:

Whitfords Ward Representatives:	Cr J Hurst and Cr C Mackintosh
Pinnaroo Ward Representatives:	Cr A Walker and Cr P Rowlands

### **RECOMMENDATION**

**That Council NOMINATES Councillors from the Whitfords and Pinnaroo Wards to the Whitford Community Ratepayers and Recreation Association.**

### **ITEM 47 YELLAGONGA CATCHMENT GROUP INC – [29109]**

The role of the Yellagonga Catchment Group Inc is to facilitate an integrated catchment management process for the Yellagonga Wetlands to provide for the rehabilitation and subsequent maintenance and sustainability of the wetlands.

Council's former representatives on the Yellagonga Catchment Group Inc were:

Cr M O'Brien  
 Cr A Nixon  
 Acting Manager Community and Health Services.



**RECOMMENDATION**

**That Council NOMINATES the following representatives to the Yellagonga Catchment Group Inc:**

**2 Elected Members**

**Coordinator Health and Environmental Services.**

**ITEM 48 YELLAGONGA REGIONAL PARK COMMUNITY ADVISORY COMMITTEE – [29109]**

The role of the Yellagonga Regional Park Community Advisory Committee is to promote informed appreciation of the park's natural environment, cultural values and recreational opportunities and to facilitate liaison with the community for awareness and support of management practices.

Council's former representative on the Yellagonga Regional Park Community Advisory Committee was Cr A Nixon.

**RECOMMENDATION**

**That Council NOMINATES an Elected Member as representative on the Yellagonga Regional Park Community Advisory Committee.**

**ITEM 49      NOTICE OF MOTION – CR M O'BRIEN –**  
**ESTABLISHMENT OF STANDING COMMITTEES**

In accordance with Clause 3.12 of the Standing Orders Local Law, Cr Mike O'Brien has given notice of his intention to move the following motion at the Special Council meeting to be held on Monday 5 May 2003:

*“That, BY AN ABSOLUTE MAJORITY:*

- 1 Council ADOPTS a system of Four Standing Committees for a 12 month Trial Period commencing with the election of The Standing Committees at a Special Meeting of Council on Monday 5<sup>th</sup> May 2003;*
- 2 the Standing Committees be :*
  - a Community and Operational Services Committee;*
  - a Town Planning Committee;*
  - a Construction, Maintenance and Engineering Committee;*
  - a Finance, Administrative and Information Technology Services Committee;*

*to meet as per the Schedule attachment mentioned in paragraph 6. below;*
- 3 there be the Mayor and one Councillor from each Ward as a Member of each Standing Committee and the other Councillor from that Ward is the Deputy Member representing that Ward;*
- 4 the Term of Office for the Membership of the Standing Committees be for a period of twelve months;*
- 5 the CEO be charged with the responsibility of channeling the system of Officer Reporting to each of the Standing Committees;*
- 6 Council SETS the meeting dates for the City of Joondalup to be held at the Joondalup Civic Centre, Boas Avenue Joondalup as :*

*First Tuesday*

*Meal 6pm*

***Community & Operational Services Committee***

*6:30pm Committee Room 1*

*Tuesday 6 May 2003*

*Tuesday 3 June 2003*

*Tuesday 1 July 2003*

*Tuesday 5 August 2003*

*Tuesday 2 September 2003*

*Tuesday 7 October 2003*

*Tuesday 4 November 2003*

*Tuesday 2 December 2003*

*Tuesday 3 February 2004*

*Tuesday 2 March 2004*

*Tuesday 6 April 2004*

*Tuesday 4 May 2004*

*Monday after First Tuesday*

*Meal 6pm*

***Town Planning Committee***

*6:30pm Committee Room 1*

*Monday 12 May 2003*

*Monday 9 June 2003*

*Monday 7 July 2003*

*Monday 11 August 2003*

*Monday 8 September 2003*

*Monday 13 October 2003*

*Monday 10 November 2003*

*Monday 8 December 2003*

*Monday 9 February 2004*

*Monday 8 March 2004*

*Tuesday 13 April 2004 (C/Rm2)*

*Monday 10 May 2004*

*Second Tuesday*

*Meal 6pm*

***Construction, Maintenance & Engineering Committee***

*6:30pm Committee Room 1*

*Tuesday 13 May 2003*

*Tuesday 10 June 2003*

*Tuesday 8 July 2003*

*Tuesday 12 August 2003*

*Tuesday 9 September 2003*

*Tuesday 14 October 2003*

*Tuesday 11 November 2003*

*Tuesday 9 December 2003*

*Tuesday 10 February 2004*

*Tuesday 9 March 2004*

*Tuesday 13 April 2004*

*Tuesday 11 May 2004*

*Third Tuesday*

*Meal 6pm*

***Finance, Administrative & IT Services Committee***

*6:30pm Committee Room 1*

*Tuesday 20 May 2003*

*Tuesday 17 June 2003*

*Tuesday 15 July 2003*

*Tuesday 19 August 2003*

*Tuesday 16 September 2003*

*Tuesday 21 October 2003*

*Tuesday 18 November 2003*

*Tuesday 16 December 2003*

*Tuesday 17 February 2004*

*Tuesday 16 March 2004*

*Tuesday 20 April 2004*

*Tuesday 18 May 2004*

*Fourth Tuesday*

*Meal 6pm*

***Full Council***

*6:30pm Chamber*

*Tuesday 27th May 2003*

*Tuesday 24th June 2003*

*Tuesday 22nd July 2003*

*Tuesday 26th August 2003*

*Tuesday 23rd September 2003*

*Tuesday 28th October 2003*

*Tuesday 25th November 2003*

*Tuesday 23rd December 2003*

*Tuesday 27th January 2004*

*Tuesday 24th February 2004*

*Tuesday 23rd March 2004*

*Tuesday 27th April 2004*

*Tuesday 25th May 2004*

*Special Council*

*Meal 6pm*

***Special Council***

*6:30pm Chamber*

*Monday 5th May 2003*

*Budget 29 July 2003*

*Annual 28.09.2004 ?*

- 7 *Council agrees to hold informal deputations in conjunction with the appropriate Standing Committees and/or Special or Full Council Meetings;*
- 8 *Public Question Time be Scheduled before the Reports commence at Standing Committee Meetings and that each Standing Committee shall have the right to meet with the Public excluded where Confidential Matters are required to be so treated;*
- 9 *pursuant to the provisions of the Local Government Act 1995, PUBLIC NOTIFICATION is given of the Schedule referred to in (6) above."*

**Reason for Motion:**

Cr O'Brien provided the following in support of the above Motion:

- (a) The Standing Committee System gives Elected Members an involvement in the drafting of the "recommendations" to be submitted to Full Council;
- (b) The opportunity of a "team structure" being developed, between Elected Members and Appointed Members;
- (c) Regularity of meeting dates so that the community would come to know that the "Full Council Meeting Date" is always the fourth Tuesday of each Month;

- (d) The present so called “Briefing” and “Strategy” occasions are often “poorly attended” and Elected Members are restricted as no motions can be moved by elected Members at briefings and/or strategy sessions.

### OFFICER’S COMMENT

The proposed ‘committee system’ detailed within the above notice of motion reflects the decision making of the local government industry in the 1980’s.

Over the past decade, the focus of all manner of business has been concentrated on improved customer service. This relates as much to local governments as any other business, as our customers increasingly expect an improved quality of service.

In an attempt to achieve best practice principles, a modern approach that meets these requirements and effectively provides better customer service, has been adopted by many local governments. The administration of the City of Joondalup has been for some time striving to achieve best practice principles, including various benchmarking exercises. The modern approach involved the introduction of strategy and briefing sessions. The application of such meeting processes, provides the opportunity for all elected members to be equally informed, initially on an informal basis at the Strategy and Briefing Sessions, where matters can be thoroughly discussed before any formal decision is to be made by full Council.

The document prepared by the Department of Local Government “The Preparation of Agendas and Minutes” states:

*“A well functioning local government is an excellent example of the elected body and the supporting administration working together to produce the best results for those that they serve, the community, the elected body and the administration come together at meetings of the Council, where the elected members knowledge and experience, and the advice from staff to make decisions.*

*With a well structured decision making process, this will lead to the elected body having efficient and effective meetings in order that they produce good decisions that are made following analysis of sound advice and constructive debate.”*

The modern role of the elected body is to set policy and strategy, and provide goals and targets for the local government. The staff have the task of implementing the decisions. A well structured decision making process provides the elected body with the opportunity to seek points of clarification, ask questions, adequate time to research issues and maximum time to debate matters before the Council.

It is important to note that the proposed Notice of Motion indicates that the first round of Committees is to be held on 6, 12 and 13 May 2003. Given the circumstances with the elections, newly elected Council and an induction scheduled, it would not be possible to prepare an agenda for these meetings.

It is also important to note that if the Council was to agree to introduce a committee system, the existing staff resources would not be positioned to adequately service their operations. A review of the staff resources would need to be undertaken.

If the Council was to introduce a ‘committee system’ to assist it in its decision making, a committee structure that better reflected the corporate structure would be more appropriate. Appropriate names for the committees would be:

- Planning and Community Development;
- Governance and Finance;
- Infrastructure and Operations.

Council at its Special meeting held on 7 May 2001 agreed to meet on the second and fourth Tuesdays of each month, supported by informal briefing sessions on the first and third Tuesdays of each month. This meeting cycle was set for the period May 2001 to April 2002.

Council at its meeting held on 26 March 2002 (Item CJ062-03/02 refers) reviewed its decision making process and considered the following options:

- Option 1 - Strategy Session/Briefing Session/Council Meeting – three weekly cycle;
- Option 2 - Strategy Session and Briefing Session/two Council Meetings per month;
- Option 3 - Two Strategy Sessions/two Council Meetings per month.

Council at that March 2002 meeting, adopted the current 3-weekly rolling cycle of Strategy Session (closed to the public), briefing session (draft notice paper) and ordinary Council meeting.

Report CJ062-03/02 presented highlighted the following disadvantages/advantages of the adopted 3-weekly rolling cycle:

#### **Advantages**

- all elected members and the public are briefed at the same time on all issues on notice paper items;
- allows the administration to brief members on issues of a strategic nature in a conducive environment;
- does not tailor elected members into specialized access of the Council’s operations eg expert in Technical Services items etc;
- no greater in meeting times (over period of the month) for elected members.

#### **Disadvantages**

- slower decision-making times for the customers, deferred items are delayed by a minimum of three weeks and not the previous delay of a fortnight;
- may be an increase in late and urgent business;
- potentially longer Council meetings;
- no ‘spare’ Tuesdays to deal with other matters that may arise.

The revised decision making of a rolling 3-weekly cycle has proven quite successful since its inception. The strategy sessions have allowed a set time within the cycle for elected members to be brought up to speed on matters of a strategic nature, in particular issues relating to identified corporate projects. The existing briefing sessions are merely a continuation of the sessions operated by the City of Joondalup since 1999. The major benefit of holding briefing sessions is that all elected members are briefed at the same time with the same information

rather than having to attend three or four separate committee meetings to gain the same information.

An ordinary meeting of the Council held every three weeks offers a reasonable turn around time for the City's customers who are requiring a decision.

In response to Cr O'Brien's reasons contained within the Notice of Motion, the following comments are offered:

- (a) Whilst recommendations are presented to the committee, any elected members may debate these and subsequently alter them at the full Council meeting.
- (b) The constituting of committees may not in all cases develop a team structure amongst elected members. Those members who serve on 'specialised' committees and not be exposed to other areas of Council business may become specialised in certain operations of the Council. All elected members are elected to represent the entire City.
- (c) It is believed that the rolling 3 weekly cycle has formed a regularity of meeting dates. Meeting dates for the Council are regularly advertised via the local paper and the City's web site.
- (d) Whilst attendance by members at the Strategy and Briefing Sessions has varied, introducing a committee system does not guarantee attendance either, and with non-attendance issues with quorums arise, and possible adjourned meetings, which would result in undetermined business and possible delays in the decision-making process. No motions can be moved at these sessions, as they are not constituted meetings, however the right of members to move amendments at full Council still exists and this right would still exist where committee recommendations are presented.

In an effort to ascertain the meeting practices of other leading local governments, the following is provided:

#### City of Wanneroo

Comprises of an elected Council of 15 (Mayor and 14 elected members from seven wards). A three weekly meeting cycle comprising a Councillors/Staff Policy Forum in week one; briefing session in week two and a full Council meeting in week three. This continues with no break in the cycle with the exception of the Christmas/New Year recess. The City of Wanneroo has advised that it is undertaking a review of its decision making process.

#### City of Melville

Comprises of an elected Council of Thirteen (Mayor and 12 elected members from six wards). Two Standing Committees, being Development and Neighbourhood Amenity Committee and General Purposes Committee. The Mayor serves on both committees but is not the presiding member. One member from each ward serve on either of the committees with the other ward member serving as deputy.

### City of Stirling

Comprises of an elected Council of fourteen elected members, with the Mayor elected by the Council from amongst the Councillors. Three Standing Committees are established with one meeting in the second week of the month and reporting to an ordinary meeting of the Council held in the third week. The remaining two committees meet in the fourth week and report to the Council meeting scheduled for the first week of the following month. Each committee comprises seven members (including the Mayor) and meetings are open to the public.

### City of Perth

Comprises an elected Council of nine (Lord Mayor and eight elected members). The City of Perth operates with two Council meetings/two briefing sessions per month. Briefing sessions are held during the day and are not open to the public. This process has been operating since the inaugural elections of the new City of Perth in 1995.

### City of Swan

Comprises an elected Council of fourteen (Mayor and 13 elected members). The City of Swan holds Briefing Sessions on an as-required basis, to consider those items which are to be submitted to Council in the longer term.

The Notice of Motion submitted by Cr O'Brien suggests one Council meeting per month supported by four 'standing committees' In a report previously presented to the Council, this decision-making process was similar to that used by the former City of Wanneroo. That report highlighted the following advantages and disadvantages:

#### **Advantages**

- Allows elected members to be specialized in certain aspects of the City's operations.

#### **Disadvantages**

- slower decision-making time for the customer;
- can lead to longer Committee and Council meetings, as there is a tendency for all elected members to attend committee meetings, speak on matters but not be able to vote, and then speak again on the matter at the full Council;
- requirement to formally minute the meetings of the committee which leads to increased costs in administration expenses;
- less conducive environment for elected members to ask questions due to the more formal structure of the committee system;
- does not allow for all elected members to be briefed at the same time;
- may lead to elected members becoming specialized in certain aspects of the City's operations and not being aware of other functions;
- if any of the committees are held on the same evening, if a member is unable to attend then there may be a difficulty to place a deputy as the other Ward member will be attending the other committee;
- requires additional sessions to be held in order to brief elected members in an informal environment on strategic matters.



It is recommended that the current format of the Council's decision making process be retained.

### **VOTING REQUIREMENT**

Absolute majority

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**ITEM 50**      **PROPOSED ELECTED MEMBERS INDUCTION/  
DEVELOPMENT PROGRAMME – [33866, 76541]**

**WARD - All**

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**PURPOSE**

For elected members to consider the merit, content and date of a proposed induction/development program.

**EXECUTIVE SUMMARY**

The City of Joondalup's election was held on 3 May 2003 to determine the position of Mayor and seven (7) Councillors. A number of new persons were elected to the position of elected members, it has been suggested that an induction/development program be undertaken.

The report recommends that the program be undertaken in late May early June 2003 at a suitable external venue.

**BACKGROUND**

The City of Joondalup elections were held on 3 May 2003, as a 'postal election' with a number of newly elected members being appointed to their public office for the first time. Local government is involved in a very diverse range of issues that have a direct impact on the community and their way of life. This provides elected members with many challenges in effectively dealing with these issues.

**DETAILS**

To assist elected members to understand their roles and responsibilities, it is considered appropriate to conduct a thorough and effective induction/development program. A copy of a proposed program is attached.

It is proposed to conduct the program over a weekend, commencing Saturday morning and concluding mid-day on Sunday, with a dinner to be held on the Saturday evening. It is suggested that there are two options for potential venues. Option one is to convene the program at an external venue, or option two is to convene the program at the Civic Centre.

The guidelines distributed by the Department of Local Government and Regional Development recommend that the induction/development program takes place as soon as possible after the election. It is therefore recommended that the program be convened over a weekend in May or early June 2003. No dates have been discussed with the external venues, however the Civic Centre will be readily available. No indication of cost has been obtained.

**Policy Implications:**

Part 5.8(6) of Policy 2.2.13 – Payment of Fees, Allowances and Expenses and Provision of Facilities to the Mayor and Councillors states:

*“The cost of training that is specifically arranged for attendance by all elected members shall be paid from a separate allocation for the purpose and not considered as part of and debited to the individual elected members allocation referred to in this policy.”*

## COMMENT

Some newly elected members will begin their role with prior knowledge of their local government’s operations and the relevant legislation under which it works. For others, it will be an enlightening experience. A thorough and effective induction program will assist newly elected members to identify their roles and responsibilities and prepare them for what is expected of them and what will be provided to them by the Council.

It may also prove to be beneficial for the more experienced elected members to attend the course. Such attendance may assist elected members to become better acquainted with each other and establish relationships with those that they will need to communicate and work with.

## VOTING REQUIREMENTS

Simple Majority

## RECOMMENDATION

**That:**

- 1 Council APPROVES the holding of an elected members induction/development program at a mutually convenient venue to be determined over a weekend in May/June 2003;**
- 2 all costs related to the elected member induction/development program as detailed in (1) above be charged to account 11.10.11.111.3307.0001.**

*Appendix 1 refers*

*To access this attachment on electronic document, click here: [Attach1agn050503.pdf](#)*

## CLOSURE