

CITY OF JOONDALUP

**CONSERVATION ADVISORY COMMITTEE
MINUTES OF MEETING HELD WEDNESDAY APRIL 28TH 2004**

1. ATTENDANCES AND APOLOGIES

Committee Members

Present:	Mr M Norman	Chairman
	Mr D Pike	Community Representative
	Mrs C Wood	Community Representative
	Ms K Clarke	Community Representative
	Mrs M Zakrevsky	Community Representative
	Mr S Magyar	Community Representative
	Mr B Fitzsimmons	Community Representative
	Mr D Millan	Community Representative

Officers

Present:	Mr K Armstrong	Conservation Officer
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Apologies:	Mr R Henderson	Community Representative
	Ms R McElroy	Community Representative
	Mr P Pikor	Manager Infrastructure Management Services

2. CONFIRMATION OF PREVIOUS MINUTES

- 2.1** The Minutes of the Conservation Advisory Committee held on Wednesday 24th March 2004 were accepted as a true and correct record of the meeting subject to the following amendments,

Item 5.2 to read “ Karen Clarke tabled a plant biodiversity information file not the Draft Perth Biodiversity Project Planning Guidelines.

Item 5.3 to read “ The Committee members requested that City officers liaise with the developers of the housing subdivision on the corner of Burns Beach Road and Marmion Avenue to retain the significant areas of native vegetation including the Western Australian Christmas Trees.

Moved M. Norman

Seconded K.Clarke

Carried

3 BUSINESS ARISING FROM THE MEETING HELD ON 24th MARCH 2004

3.1 Terms of Reference for the Conservation Advisory Committee:

The Committee reviewed a draft of the revised Terms of Reference for the Conservation Advisory Committee. Members thanked Karen Clarke for her effort in refining the draft document.

The committee suggested a number of changes to the draft, and after discussion a final document was agreed upon. This is shown as Attachment 2. The existing Terms of Reference are shown as Attachment 3.

The following motion was then proposed:

That the Committee adopts the revised terms of reference for the Conservation Advisory Committee.

Proposed D. Pike

Seconded K. Clarke

Carried

3.2 Natural Areas of Budget Expenditure

K. Armstrong tabled figures outlining expenditure for both project work and maintenance within the City's natural areas for the current financial year. M. Norman said he was concerned that unspent budget funds may be forfeited if unspent at the end of this fiscal year. K. Armstrong said that the majority of these funds would be earmarked for weed control in bushland areas and the rate of weed growth is dictated by rainfall, he added that if it did not rain until July weed control work could not commence until then, he further said if this situation did occur he would endeavor to carry funds over into the new financial year.

3.3 Review Status of Action Plan

This item was not discussed due to restrictions on the meeting time.

4 GENERAL BUSINESS

4.1 City of Joondalup Bio-diversity Strategy

This item was not discussed due to restrictions on the meeting time.

5 OTHER MATTERS

5.1 Natural Areas Management Staff Levels

Committee members raised the issue of staff levels in the area of natural areas management at the City. M. Norman said that the City had recently employed a

ATTACHMENT 1

supervisor to manage natural areas within the Operations Services Business unit. He went on to say that other than unskilled Justice Department work teams and a Work for the Dole group there were no skilled group of workers employed by the City to undertake work within the Cities bushland and coastal reserves.

The Committee felt that the City had made great progress in many areas in protecting the Cities biodiversity and the employment of a team of full time employees to work in the bushland and coastal areas would be a very positive move. Committee members added further that the City of Joondalup was one of the last of the larger metropolitan not to employ a dedicated natural areas team. The following motion was then proposed:

That the City of Joondalup's Natural Areas Supervisor is provided with a team of at least three skilled and enthusiastic bushland regeneration workers with a suitable vehicle and equipment to carry out their tasks.

Moved B. Fitzsimmons

Seconded M.Norman

Carried

The Chairman then closed the meeting at 6.30pm

CONSERVATION ADVISORY COMMITTEE**ACTION PLAN**

MEETING DATE	ITEM	ACTION REQUIRED	STATUS	ACTION OFFICER/ MEMBERS
25/02/04	Biodiversity strategy	Bi-monthly Project update K.Armstrong D.Pike	Desktop assessments completed, fieldwork 75% complete	K Armstrong D Pike
25/02/04	CAC Terms of Reference	Document to be reviewed by CAC members	Document completed to go before Council June 2004	Committee members
25/02/04	Bush Regeneration Contract	Documents to be completed	Being prepared	K Armstrong Bill Betts
24/03/04	Christmas trees Burns Beach subdivision	Comment to be made on structure plan by CAC	Structure plan in the process of being prepared by developers.	K Armstrong P Pikor
24/03/04	Icon Species	Provide examples of Icon plant species	Liaison with Committee Members	D Pike
24/03/04	Regional Natural Area linkages	Develop maps of natural linkages and Strategic Planting	In progress	D Pike
24/03/04	Strategic Planning Workshop	Arrange workshop and facilitator	Investigations underway. Proposed date June /July 2004	P Pikor

CONSERVATION ADVISORY COMMITTEE

REVISED TERMS OF REFERENCE

1. Definitions

“Council” refers to the council of the City of Joondalup.

2. Membership

The committee shall consist of the following members -

- Community representatives with specialised knowledge of the natural environment.
- A representative from each community group concerned with natural area protection and management in the City of Joondalup or their deputy.

The Manager of Infrastructure Management Services, the City’s Conservation Officer, and other officers as required will attend committee meetings but are not committee members.

3. Objectives

To make recommendations to Council for the conservation of the City of Joondalup’s natural biodiversity.

To provide strategic input and technical advice on issues relating to the conservation and management of the City’s natural biodiversity.

To promote partnerships between Council and the community to protect the City of Joondalup’s natural biodiversity as contained within its various natural areas [bushland, wetlands and coastal environment].

4. Management

4.1 Terms of Appointment

All appointments to the Advisory Committee shall be by recommendation by the Committee to the Council.

4.2 Chairperson

The chairperson and deputy chairperson shall be elected by the Advisory Committee. In the absence of the Chairperson and deputy chairperson, the meeting shall appoint an Acting Chairperson for that particular meeting.

4.3. Meetings

Meetings shall be arranged at regular intervals (monthly), as determined by the Advisory Committee, at an appropriate time and place.

4.4. Deputations

The Advisory Committee may invite any person or organisation to attend any meeting, but such persons are not entitled to vote on any decision arising at such meetings. Non committee members may attend the meeting as observers. Prior notice should be given if observers wish to attend. Observers may speak, if acknowledged by the Chairperson.

4.5. Quorum

A quorum shall be 50% of members.

4.6. Minutes

Minutes shall be made of all meetings. A copy of confirmed minutes shall be forwarded to the Sustainability Advisory Committee. Minutes of Conservation Advisory Committee meetings shall be available to the public and Committee Members five days after the meeting and an agenda shall be forwarded to all members at least three days prior to the following meeting.

4.7. Working Groups

The Advisory Committee may appoint a number of its members to work together on a specific issue. A working group will undertake only those duties specified by the committee.

4.8. Vacancies

If a casual vacancy is created the Advisory Committee can recommend the appointment of a person for the remainder of the term of office.

4.9. Powers of the Council

Nothing herein shall restrict the powers of the Council.

CONSERVATION ADVISORY COMMITTEE

EXISTING TERMS OF REFERENCE

1. Definitions

“Working Group” refers to the Conservation Advisory Committee
“Council” refers to the council of the City of Joondalup.

2. Membership

The committee shall consist of the following members -

- Two City of Joondalup Councillors
- Manager Operations Services
- Conservation Officer, Operations Services.
- Community representatives with specialised knowledge of the natural environment.
- A representative from each Friends Group, or their deputy.

3. Objectives

To liaise with community groups and the general public to promote the importance of conservation and rehabilitation of bushland and the natural environment.

To provide technical and practical advice on Management Plans and implementation of conservation strategies within the City of Joondalup.

To promote the importance of conservation, biodiversity and the rehabilitation of bushland and the natural environment.

4. Management

4.1 Terms of Appointment

All appointments to the Advisory Committee shall be by nomination. Members shall be appointed by the Advisory Committee and shall be endorsed by the Council.

4.2 Chairperson

The chairperson shall be elected by the Advisory 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 (monthly), as determined by the Advisory Committee, at an appropriate time and place.

4.4. Deputations

The Advisory Committee may invite any person or organisation to attend any meeting, but such persons are not entitled to vote on any decision arising at such meetings. Non-committee members may attend the meeting as observers. Prior notice should be given if observers wish to attend. Observers may speak, if acknowledged by the Chairperson.

4.5. Quorum

A quorum shall be 50% of members.

4.6. Minutes

Minutes shall be made of all meetings. A copy of confirmed minutes shall be forwarded to the Environmental Advisory Committee. Minutes of Conservation Advisory Committee meetings and an agenda shall be forwarded to all members at least seven days prior to the following meeting.

4.7. Action Groups

The Advisory Committee may appoint a number of its members to work together on a specific issue. The group will undertake only those duties specified by the committee.

4.8. Vacancies

If a casual vacancy is created the Advisory Committee can recommend the appointment of a person for the remainder of the term of office.

4.9. Powers of the Council

Nothing herein shall restrict the powers of the Council.