

**CITY OF JOONDALUP  
SENIORS INTEREST ADVISORY COMMITTEE  
TERMS OF REFERENCE**

1. DEFINITIONS

Council	Council of the City of Joondalup
Committee	Seniors Interest Advisory Committee

2. MEMBERSHIP

The committee shall consist of the following members.

1. One representative from the Department for Community Development/Office of Seniors Interests.
2. One representative from Community Vision Inc
3. Four representatives from commercial or not for profit organisations that provide services to seniors within the City.
4. Four members of the community who do not represent any particular group or organisation but whom have an interest in senior's issues.
5. One representative for organisations that provide accommodation for seniors.

3. OBJECTIVES

3.1 Oversee the strategic co-ordination of all Seniors issues across Council.

3.2 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.

4. MANAGEMENT

4.1 Terms of Appointment.

Appointments to the Committee shall be by nomination and Expressions of Interest will be called from members of the general community and relevant commercial or not for profit organisations to fill the respective community and service provider positions on the Committee.

Membership is for a two-year period in line with Council elections. After this two-year term all individuals/organisations must stand down.

Members shall be appointed by Council and there are no restrictions to incoming representatives.

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 of the Seniors Interests Advisory Committee will occur at least four times in each financial year.

#### 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 Vacancies

If a casual vacancy is created, the Committee shall recommend the appointment of a person for the remainder of the Committee's term of office.

#### 4.8 Powers of Council

Nothing herein contained shall restrict the powers of Council.