

COMMITTEE MEMBERS

AS AT 21 OCTOBER 2017

Representatives to the Mindarie Regional Council, Tamala Park Regional Council and the Western Australian Local Government Association North Metropolitan Zone were appointed at the Special Meeting of Council held on 24 October 2017.

Please Note this is an interim document only.

A final version will be produced after the Special Council meeting to be held on Monday 6 November 2017 once membership of Council created committees, external committees, boards, internal groups and panels has been established.

TABLE OF CONTENTS

Council Created Committees/Boards and Reference Groups

AUDIT COMMITTEE	1
CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE	2
FINANCE COMMITTEE	3
MAJOR PROJECTS COMMITTEE	4
POLICY COMMITTEE	5
STRATEGIC COMMUNITY REFERENCE GROUP	6
COMMUNITY BOARD OF ADVICE (JOONDALUP HEALTH CAMPUS)	7
JOONDALUP DESIGN REFERENCE PANEL	8
JOONDALUP LOTTERIES HOUSE INC	11
MINDARIE REGIONAL COUNCIL	12
NORTH WEST DISTRICT PLANNING COMMITTEE	13
NORTH-WEST METROPOLITAN JOINT DEVELOPMENT ASSESSMENT PANEL (JDAP)	14
NORTH WESTERN METROPOLITAN REGIONAL ROAD SUB-GROUP	15
TAMALA PARK REGIONAL COUNCIL	16
WA LOCAL GOVERNMENT ASSOCIATION NORTH METROPOLITAN ZONE	17
WANNEROO/JOONDALUP LOCAL EMERGENCY MANAGEMENT COMMITTEE	18
YELLAGONGA REGIONAL PARK COMMUNITY ADVISORY COMMITTEE	19

AUDIT COMMITTEE

Membership	<u>Members</u>	<u>Deputies</u>
	Mayor Troy Pickard Cr Tom McLean, JP Cr Nige Jones Cr Russell Poliwka ** Cr Christine Hamilton-Prime * Cr John Logan Cr Sophie Dwyer * Presiding Member ** Deputy Presiding Member	- Cr Kerry Hollywood Cr Philippa Taylor Cr Liam Gobbert Cr Mike Norman Cr John Chester Cr Russ Fishwick, JP
Role of the Committee	<p>The role of the Audit Committee is to provide guidance and assistance to Council as to:</p> <ul style="list-style-type: none"> the carrying out of functions in relation to audits under the <i>Local Government Act 1995</i>; the development of a process used to select and appoint a person to be the City's auditor; matters to be audited and the scope of audits; the carrying out of functions relating to other audits and other matters related to financial management; the review, the appropriateness and effectiveness of the City's systems and procedures in relation to: <ul style="list-style-type: none"> risk management; internal control; legislative compliance; internal and external audit reporting. 	
Quorum	4	
File Reference	50068	
Council updates	CJ042-03/00, CJ282-10/00, JSC03-05/01, CJ167-06/01, JSC07-05/03, CJ002-02/04, CJ137-06/04, JSC01-05/06, CJ205-11/06, CJ066-04/07, JSC03-11/07, CJ296-12/07, CJ205-09/08, C06-02/09, CJ099-05/09, CJ246-11/09, CJ276-12/09, JSC2-11/11, CJ184-09/13, JSC06-11/13, JSC02-11/15	

CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE

Membership	<p><u>Members</u></p> <p>Mayor Troy Pickard Cr Kerry Hollywood Cr Nige Jones Cr Russell Poliwka Cr Russ Fishwick, JP * Cr Mike Norman ** Cr John Logan</p> <p><u>Deputies</u></p> <p>- Cr Tom McLean, JP Cr Philippa Taylor Cr Liam Gobbert Cr Sophie Dwyer Cr Christine Hamilton-Prime Cr John Chester</p> <p>* Presiding Member ** Deputy Presiding Member</p>
Role of the Committee	<p>The role of the Chief Executive Officer Performance Review Committee is to:</p> <ul style="list-style-type: none"> • review the Chief Executive Officer's performance in accordance with the appropriate provisions contained within the Chief Executive Officer's Employment Contract; • prepare and table the concluded report, in accordance with the appropriate provisions within the Chief Executive Officer's Employment Contract to Council; • review the Chief Executive Officer's performance on an on-going basis as and when deemed necessary in accordance with the appropriate provisions contained within the Chief Executive Officer's Employment contract; • review the Key Performance Indicators to be met by the Chief Executive Officer; • review the Chief Executive Officer's remuneration package, in accordance with the appropriate provisions within the Chief Executive Officer's Employment Contract; • review the Chief Executive Officer's Employment Contract and make recommendations to Council in relation to varying the contract as and when necessary.
Quorum	4
File Reference	20006
Council updates	CJ104-06/05, C46-08/05, JSC03-05/06, CJ205-11/06, JSC03-11/07, CJ174-09/08, CJ077-04/09, CJ246-11/09, CJ276-12/09, JSC2-11/11, JSC06-11/13; JSC02-11/15

FINANCE COMMITTEE

Membership	<div> <div> <u>Members</u> <p> Mayor Troy Pickard Cr Tom McLean, JP * Cr Philippa Taylor ** Cr Russell Poliwka Cr Mike Norman Cr John Logan Cr Sophie Dwyer </p> <p> * Presiding Member ** Deputy Presiding Member </p> </div> <div> <u>Deputies</u> <p> - Cr Kerry Hollywood Cr Nige Jones Cr Liam Gobbert Cr Christine Hamilton-Prime Cr John Chester Cr Russ Fishwick, JP </p> </div> </div>
Role of the Committee	<p>The role of the Finance Committee is to:</p> <ul style="list-style-type: none"> oversee the progress of the City's annual capital works program and review of the City's <i>Five Year Capital Works Program</i> make recommendations to Council on modifications of capital works projects outside those projects of the Major Projects Committee make recommendations to Council on the services to be provided by the City and the standards of service delivery being cognisant of industry best practice oversee the City's financial management activities, funding proposals and long term strategic financial planning make recommendations to Council on reviews and impacts on the City's <i>20 Year Strategic Financial Plan</i>.
Quorum	4
File Reference	105564
Council updates	JSC02-11/15

MAJOR PROJECTS COMMITTEE

Membership	<p><u>Members</u></p> <p>Mayor Troy Pickard *</p> <p>Cr Kerry Hollywood **</p> <p>Cr Nige Jones</p> <p>Cr Liam Gobbert</p> <p>Cr Russ Fishwick, JP</p> <p>Cr John Chester</p> <p>Cr Mike Norman</p> <p>* Presiding Member</p> <p>** Deputy Presiding Member</p>	<p><u>Deputies</u></p> <p>-</p> <p>Cr Tom McLean, JP</p> <p>Cr Philippa Taylor</p> <p>Cr Russell Poliwka</p> <p>Cr Sophie Dwyer</p> <p>Cr John Logan</p> <p>Cr Christine Hamilton-Prime</p>
Role of the Committee	<p>The role of the Major Projects Committee is to:</p> <ul style="list-style-type: none"> • oversee the progress of the Ocean Reef Marina, the Joondalup City Centre Office Development, the Joondalup Performing Arts and Cultural Facility and other major strategic capital projects as identified from time to time • make recommendations to Council on various elements of the projects within the role of the Major Projects Committee, including but not limited to: <ul style="list-style-type: none"> ○ project scope ○ design elements and core project components ○ development models and financial structures ○ on-going management and utilisation models. 	
Quorum	4	
File Reference	105563	
Council updates	JSC02-11/15	

POLICY COMMITTEE

Membership	<p><u>Members</u></p> <p>Mayor Troy Pickard Cr Kerry Hollywood Cr Philippa Taylor Cr Liam Gobbert * Cr Christine Hamilton-Prime Cr John Chester ** Cr Russ Fishwick, JP</p> <p><u>Deputies</u></p> <p>- Cr Tom McLean, JP Cr Nige Jones Cr Russell Poliwka Cr Mike Norman Cr John Logan Cr Sophie Dwyer</p> <p>* Presiding Member ** Deputy Presiding Member</p>
Role of the Committee	<p>The role of the Policy Committee is to:</p> <ul style="list-style-type: none"> • make recommendations to Council on the development and review of the City's policies and overall policy framework • develop and maintain a visual art collection of significance and repute that reflects the cultural aspirations of the City of Joondalup and its expressed goals and policies • collect works of visual art of demonstrable excellence by artists of significance, consistent with the perceived developments in West Australian contemporary art • collect and commission selectively works of art which enhance the existing Collection and which foster an understanding, enjoyment and appreciation of the visual arts among the broader community and members of the general public • review the criteria established to determine award winners • oversee the strategic direction of the City's Art Award events, Visual Art Collection and Visual Art Programs.
Quorum	4
File Reference	103963
Council updates	CJ064-04/05, JSC04-05/06, CJ141-08/06, CJ205-11/06, CJ003-02/07, CJ066-04/07, JSC03-11/07, CJ069-05/08, CJ246-11/09, CJ276-12/09, JSC2-11/11, JSC06-11/13, JSC02-11/15

STRATEGIC COMMUNITY REFERENCE GROUP

Membership	<table> <tr> <th data-bbox="531 302 1029 347"><u>Members</u></th><th data-bbox="1029 302 1474 347"><u>Deputies</u></th></tr> <tr> <td data-bbox="531 347 1029 526"> Mayor Troy Pickard Cr Russ Fishwick, JP Cr Christine Hamilton-Prime Cr Philippa Taylor </td><td data-bbox="1029 347 1474 526"> - Cr Nige Jones, JP (1st deputy) Cr Sophie Dwyer (2nd deputy) Cr John Logan (3rd deputy) </td></tr> <tr> <td colspan="2" data-bbox="531 526 1474 571"><u>Community Representatives</u></td></tr> <tr> <td colspan="2" data-bbox="531 571 1474 772"> Central Ward – Bryan Saunders North Central Ward – Wes Buzza South-West Ward – Brian Yearwood South Ward – Dr Susan King </td></tr> <tr> <td colspan="2" data-bbox="531 772 1474 817">* Presiding Member</td></tr> </table>	<u>Members</u>	<u>Deputies</u>	Mayor Troy Pickard Cr Russ Fishwick, JP Cr Christine Hamilton-Prime Cr Philippa Taylor	- Cr Nige Jones, JP (1 st deputy) Cr Sophie Dwyer (2 nd deputy) Cr John Logan (3 rd deputy)	<u>Community Representatives</u>		Central Ward – Bryan Saunders North Central Ward – Wes Buzza South-West Ward – Brian Yearwood South Ward – Dr Susan King		* Presiding Member	
<u>Members</u>	<u>Deputies</u>										
Mayor Troy Pickard Cr Russ Fishwick, JP Cr Christine Hamilton-Prime Cr Philippa Taylor	- Cr Nige Jones, JP (1 st deputy) Cr Sophie Dwyer (2 nd deputy) Cr John Logan (3 rd deputy)										
<u>Community Representatives</u>											
Central Ward – Bryan Saunders North Central Ward – Wes Buzza South-West Ward – Brian Yearwood South Ward – Dr Susan King											
* Presiding Member											
Role of the Group	<p>The purpose of the Strategic Community Reference Group is to provide advice to the Council on:</p> <ul style="list-style-type: none"> • Matters of significant community interest • Strategic initiatives <p>as determined by Council.</p>										
Quorum	<p>A quorum for any meeting of the Strategic Community Reference Group shall be no less than two of the four Elected Members and two of the six community members.</p>										
File Reference	102605										
Council updates	CJ112-06/12, CJ156-08/12, JSC06-11/13, CJ015-02/14, CJ214-11/14, JSC03-11/15										

COMMUNITY BOARD OF ADVICE (JOONDALUP HEALTH CAMPUS)

- External Committee-

Membership	<u>Member</u> Cr Christine Hamilton-Prime <u>Deputy</u> Cr Philippa Taylor
Role of the Committee	To provide input into the direction, development and service of the hospital and advice to the Joondalup Health Campus CEO in accordance with the Joondalup Health Campus – DHSA for the treatment of public patients.
Meeting Fees / Allowances	Nil.
File Reference	15395
Council updates	CJ091-04/00, JSC19-05/01, JSC31-05/03, CJ002-02/04, JSC21-05/06, JSC03-11/07, CJ077-04/09, CJ246-11/09, JSC2-11/11, JSC06-11/13, CJ207-10/14, JSC03-11/15
Contact	Ms Angela Smith Executive Assistant Joondalup Health Campus P O Box 242 JOONDALUP WA 6027 Telephone: (08) 9400 9404

JOONDALUP DESIGN REFERENCE PANEL

Membership

Members

Chief Executive Officer or his nominee

Australian Institute of Architects

Mr Rod Mollet

Planning Institute of Australia

Mr Mathew Selby

Australian Institute of Landscape Architects

Mr Andy Sharp

Deputy Members

Australian Institute of Architects

Ms Nerida Moredoundt

Planning Institute of Australia

Ms Jane Bennett

Australian Institute of Landscape Architects

Ms Regan Douglas

Role of the Panel

1. DEFINITIONS

Council Panel	Council of the City of Joondalup Joondalup Design Reference Panel
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2. MEMBERSHIP

The Panel shall consist of the following members:

2.1 1 member and 1 deputy member representing the disciplines of architecture, planning, urban design and landscape architecture from names put forward by each of the following institutions:

- a) Australian Institute of Architects
- b) Planning Institute Australia (PIA)
- c) Australian Institute of Landscape Architecture (AILA)

2.2 The Chief Executive Officer or his nominee as convenor and chair.

3. OBJECTIVES

To provide advice to the City on:

- 3.1 All new building development within the City Centre;
- 3.2 Major extensions to existing buildings in the City Centre that impact on the streetscape; and
- 3.3 Major buildings outside of the City Centre (excluding single and grouped dwellings, and extension to commercial or mixed-used buildings that do not significantly affect the streetscape);

Assessment and advice will have a particular focus on the impact of the building on the streetscape and the environmentally sustainable design features of the building.

Note: Applications that are required to be determined by the State Government's Development Assessment Panel (DAP) are excluded and will not be considered by the Joondalup Design reference Panel.

4. MANAGEMENT

4.1 Terms of Appointment

Appointments to the Panel shall be by the Council selected from persons nominated by each of the professional institutions referred to in 2.1.

Membership is for a two-year period in line with Council elections. After this two year term, all individuals must stand down. The process of appointment for the subsequent two year period will follow the Council Elections. Members can serve more than one term.

- 4.2 The Chairperson of the Panel will be the Chief Executive Officer.

- 4.3 The Panel or Panel members may be involved in providing advice on a particular proposal either prior to, or following lodgement of a development application.

- 4.4 The attendance and/or participation of all Panel members or their deputies for each application to be assessed is not essential and will depend on the nature of the application and the issues to be considered.

	<p>4.5 Payment</p> <p>The members of the panel representing the professional institutions will be paid a flat fee for the time spent assessing applications, including discussions with the City's officers and applicants.</p>
	<p>5. MEETINGS</p> <p>5.1 Meetings of the Panel shall be convened as required but if required, within sufficient time for the application to meet deadlines for Council meetings.</p> <p>5.2 Advice</p> <p>Notes of all meetings shall be made including the Panel's advice to the Council. That advice will be incorporated in the officer's report on the matter to the Council.</p> <p>Any advice to the Council must have regard to the statutory obligations of the Council.</p>
Quorum	-
File Reference	34172
Council updates	CJ213-09/08, CJ142-06/09, CJ191-11/10, CJ214-11/11, JSC06-11/13, JSC03-11/15

JOONDALUP LOTTERIES HOUSE INC

- External Committee -

Membership	Coordinator - Community Development
Role of the Committee	To provide secure, affordable accommodation for community organisations in the northern suburbs involved in supporting and/or delivering non-profit human services.
Meeting Fees / Allowances	Nil.
File Reference	29094
Council updates	CJ229-11/98, CJ260-07/99, JSC42-12/99, CJ038-03/00, JSC23-05/01, CJ131-05/01, CJ386-11/01, CJ206-09/02, JSC34-05/03, JSC21-05/06, JSC03-11/07, CJ246-11/09, JSC2-11/11, JSC06-11/13, JSC03-11/15
Contact	<p>Ms Pam Tatan Office Administrator 12/70 Davidson Terrace JOONDALUP WA 6027.</p> <p>Telephone: (08) 9300 2550</p> <p>Email: jlhi@eftel.net.au</p>

MINDARIE REGIONAL COUNCIL

- External Committee -

Membership	Cr Russ Fishwick, JP Cr Mike Norman
Role of the Committee	To perform designated functions in connection with waste treatment and disposal.
Meeting Fees / Allowances and Technology Expenses	Chairperson: \$36,020 per annum Deputy Chairperson: \$16,193 per annum Member: \$11,300 per annum Deputy Member: \$ 140 per meeting Infrastructure Services
File Reference	03149
Council updates	JSC11-07/98, CJ260-07/99, JSC46-12/99, JSC30-05/01, JSC40-05/03, CJ002-02/04, CJ137-06/04, JSC13-05/06, CJ205-11/06, JSC03-11/07, CJ246-11/09, JSC1-10/11, JSC04-10/13; JSC01-10/15; JSC02-10/17
Contact	Mr Brian Callander, Chief Executive Officer, Mindarie Regional Council, PO Box 538, JOONDALUP DC WA 6919 Mrs Deborah Toward PA Executive Support Mindarie Regional Council Tamala Park Waste Management Facility P O Box 2746 Clarkson WA 6063 Telephone: (08) 9306 6318 Fax: (08) 9306 6399 Email: governance@mrc.wa.gov.au Web: www.mrc.wa.gov.au

NORTH WEST DISTRICT PLANNING COMMITTEE

- External Committee -

Membership	Cr Philippa Taylor Cr Liam Gobbert - (deputy)
Role of the Committee	<p>To provide a forum for discussion and recommendation on regional planning issues. The North West District Planning Committee is established in accordance with the provisions of the <i>Planning and Development Act 2005</i>.</p> <p>Note: At its meeting held on 25 August 2009, the Western Australian Planning Commission resolved that the North West District Planning Committee would become an advisory committee with meetings scheduled at the discretion and direction of the WAPC.</p>
Meeting Fees / Allowances	Nil.
File Reference	01080
Council updates	CJ30-07/98, CJ260-07/99, JSC48-12/99, JSC33-05/01, CJ002-02/02, JSC45-05/03, CJ002-02/04, JSC14-05/06, JSC03-11/07, CJ077-04/09, CJ246-11/09, JSC2-11/11, JSC06-11/13, JSC03-11/15
Contact	<p>Ms Michelle Sanfilippo Committee Support Team Leader Office of the Director General Department of Planning Level 5 140 William Street PERTH WA 6000</p> <p>Telephone: (08) 6551 9000</p> <p>Email: committees@Planning.WA.gov.au</p>

NORTH-WEST METROPOLITAN JOINT DEVELOPMENT ASSESSMENT PANEL (JDAP)

-External Committee-

Membership	<p><u>Members</u></p> <p>Cr Christine Hamilton-Prime Cr Philippa Taylor</p> <p><u>Alternate Members (Deputy)</u></p> <p>1st Cr Sophie Dwyer 2nd Nige Jones</p>
Role of the Panel	<p>Development Assessment Panels (DAPS) are responsible for determining development applications where the likely cost of the development exceeds a specified dollar value. For the city of Joondalup, any proposal over \$10 million in value would be determined by the DAP. An applicant may also elect for a development with a value of between \$2 million and \$10 million to be determined by the DAP.</p> <p>The City of Joondalup representatives on the Metropolitan North-West DAP were appointed by the Minister for Local Government for a term expiring 26 April 2020.</p>
Meeting Fees / Allowances	<p>Presiding Member: \$700 per meeting Specialist Members: \$425 per meeting</p> <p>Training Session for DAP Members Attendance: \$400 per session</p> <p>The DAP Member Fees for Form 2 applications heard on their own, either in person or via teleconference, are:</p> <p>Presiding Member: \$100 Specialist Members: \$50</p>
File Reference	09886, 101515
Council updates	CJ060-04/11, CJ120-07/11, JSC2-11/11, CJ002-02/13, JSC06-11/13; CJ010-02/15, JSC03-11/15; CJ006-02/17
Contact	<p>Ms Fiona Sze Senior Committee Support Officer WA Planning Commission Level 5 140 William Street, PERTH WA 6000</p> <p>Telephone: (08) 6551 9651</p> <p>Email: Fiona.sze@planning.wa.gov.au daps@planning.wa.gov.au</p>

NORTH WESTERN METROPOLITAN REGIONAL ROAD SUB-GROUP

- External Committee -

Membership	Cr John Logan Cr Mike Norman - (deputy) Director Infrastructure Services
Role of the Committee	To review project submissions for the North West region in accordance with the criteria of the Metropolitan Regional Road Program and make funding recommendations to the State Committee of the Metropolitan Regional Road Group.
Meeting Fees / Allowances	Nil.
Directorate	Infrastructure Services
File Reference	02416
Council updates	CJ30-07/98, CJ260-07/99, JSC50-12/99, JSC34-05/01, JSC48-05/03, CJ002-02/04, JSC20-05/06, CJ066-04/07, JSC03-11/07, CJ246-11/09, JSC2-11/11, JSC06-11/13
Contacts	Ms Kathryn Siegert Metropolitan Roads Program Coordinator Main Roads WA PO Box 6202 EAST PERTH WA 6892 Kathryn.siegert@mainroads.wa.gov.au Tel: (08) 13 81 38

TAMALA PARK REGIONAL COUNCIL

- External Committee -

Membership	<u>Members</u> Cr John Chester Cr Nige Jones <u>Deputies</u> First Alternate Member - Cr Sophie Dwyer Second Alternate Member - Cr Christine Hamilton-Prime
Role of the Committee	The Tamala Park Regional Council was established for the development of approximately 165 hectares of Lot 118 Mindarie.
Meeting Fees / Allowances	Chairperson \$35,546 per annum Deputy Chairperson: \$15,420 per annum Member: \$10,455 per annum Deputy Member: \$ 236 per meeting
Directorate	Corporate Services
File Reference	41196
Council updates	CJ202-09/05, JSC16-05/06, CJ205-11/06, JSC03-11/07, C63-09/08, CJ246-11/09, CJ040-03/10, JSC1-10/11, JSC2-11/11, JSC04-10/13, JSC04-10/13, CJ181-10/14; JSC01-10/15; JSC02-10/17
Contact	Mrs Vicki Wesolowski Executive Assistant to CEO Tamala Park Regional Council P O Box 655 INNALOO WA 6918 Telephone: 9205 7502 Web: www.tamalapark.wa.gov.au Mr Tony Arias Chief Executive Officer Tamala Park Regional Council Unit 2 369 Scarborough Beach Road INNALOO WA

WA LOCAL GOVERNMENT ASSOCIATION NORTH METROPOLITAN ZONE

- External Committee - Membership	<p><u>Members</u> Cr Russ Fishwick, JP Cr Nige Jones Cr Christopher May Cr Mike Norman</p> <p><u>Deputies</u> First Alternate Member - Cr Christine Hamilton-Prime Second Alternate Member - Cr Sophie Dwyer</p>
Role of the Committee	<p>The North Metropolitan Zone is comprised of the three north metropolitan local governments, these being the Cities of Joondalup, Stirling and Wanneroo. The Zone is a WA Local Government Association (WALGA) endorsed forum that deals with issues that affect the Zone members both regionally and operationally as local governments. Matters of concern that affect the Zone are forwarded to WALGA for consideration.</p>
Meeting Fees / Allowances	<p>Nil.</p>
Directorate	<p>Office of the CEO</p>
File Reference	<p>60514, 00033</p>
Council updates	<p>CJ30-07/98, CJ244-11/98, CJ260-07/99, JSC45-12/99, JSC28-05/01, JSC52-05/03, CJ002-02/04, JSC12-05/06, CJ066-04/07, JSC03-11/07, CJ077-04/09, CJ246-11/09, CJ065-04/10, JSC2-11/11, JSC04-10/13; JSC01-10/15; JSC02-10/17</p>
Contact	<p>Margaret Degebrodt - Governance Support Officer Western Australian Local Government Association 15 Altona Street, West Perth WA 6005 PO Box 1544, West Perth WA 6872 Tel: 9213 2013 Fax: 9322 2611 Email: mdegebrodt@walga.asn.au Website: http://www.walga.asn.au</p> <p>Ana Fernandez - Executive Officer - Governance and Strategy Western Australian Local Government Association 15 Altona Street, West Perth, WA 6005 PO Box 1544, West Perth WA 6872 Tel: +61 8 9213 2013 Fax: +61 8 9322 2611 Email: jdone@walga.asn.au</p>

WANNEROO/JOONDALUP LOCAL EMERGENCY MANAGEMENT COMMITTEE

- External Committee -

Membership	<p>Cr John Chester Cr Christine Hamilton-Prime – (deputy) Manager Asset Management Emergency Management Officer Principal Environmental Health Officer</p>
Role of the Committee	<p>The Wanneroo/Joondalup Local Emergency Management Committee deals with emergency management within the areas/suburbs contained within the City of Wanneroo and the City of Joondalup.</p>
Meeting Fees / Allowances	<p>Nil.</p>
File Reference	<p>09151, 48543</p>
Council updates	<p>CJ024-02/10, JSC2-11/11, JSC06-11/13, JSC03-11/15</p>
Contact	<p>Contact from October 2017 to October 2019 City of Joondalup</p> <p>Mr Ian Thomas Emergency Management Officer City of Joondalup P O Box 90 JOONDALUP WA 6919</p> <p>Telephone: 9400 4113</p> <p>Email: ian.thomas@joondalup.wa.gov.au</p>

YELLAGONGA REGIONAL PARK COMMUNITY ADVISORY COMMITTEE

- External Committee -

Membership	Cr Mike Norman Cr Sophie Dwyer – (deputy) Team Leader Natural Areas
Role of the Committee	The Yellagonga Regional Park Community Advisory Committee was established by the Department of Environment and Conservation to provide a regular forum to hear public opinion and exchange advice on management issues affecting the park. The Committee assists in implementing the Yellagonga Regional Park Management Plan and projects lists for the park.
Meeting Fees / Allowances	Nil.
File Reference	29109
Council updates	CJ79-08/98, CJ260-07/99, JSC54-12/99, JSC39-05/01, JSC55-05/03, CJ002-02/04, JSC21-05/06, CJ066-04/07, JSC03-11/07, CJ246-11/09, JSC2-11/11, JSC06-11/13, JSC03-11/15
Contact	<p>Contact from October 2017 to 30 November 2017</p> <p>Ms Ezgi Perincek Acting Community Liaison Officer Regional Parks Unit – Swan Region Parks and Wildlife Service Department of Biodiversity, Conservation and Attractions Telephone: 9442 0300</p> <p>Contact from 1 December 2017 onwards</p> <p>Ms Lisa Bland Regional Parks Community Liaison Officer Department of Environment & Conservation Locked Bag 104 BENTLEY DC WA 6983 Telephone: 9442 0300</p>

JOONDALUP DESIGN REFERENCE PANEL TERMS OF REFERENCE

1. DEFINITIONS

Council	Council of the City of Joondalup
Panel	Joondalup Design Reference Panel

2. MEMBERSHIP

The Panel shall consist of the following members:

- 2.1. 1 member and 1 deputy member representing the disciplines of architecture, planning, urban design, and landscape architecture from names put forward by each of the following institutions:

- a) Australian Institute of Architects
- b) Planning Institute Australia (PIA)
- c) Australian Institute of Landscape Architecture (AILA)

- 2.2. The Chief Executive Officer or his nominee as convenor and chair

3. OBJECTIVES

To provide advice to the City on:

- 3.1 All new building development within the City Centre, with the exception of all single houses and developments of less than 10 grouped or multiple dwellings;
- 3.2 Major extensions to existing buildings in the City Centre that impact on the streetscape; and
- 3.3 Major buildings development outside of the City Centre (excluding single houses and developments of less than ten grouped dwellings, and extensions to commercial or mixed-used buildings that do not significantly affect the streetscape);

Assessment and advice will have a particular focus on the impact of the building on the streetscape and the environmentally sustainable design features of the building.

Note: Applications that are required to be determined by the State Government's Development Assessment Panel (DAP) will be presented to the JDRP for consideration prior to a comprehensive assessment being undertaken in order to ensure DAP timeframes are satisfied so far as is possible.

4. MANAGEMENT

4.1 Terms of Appointment

Appointments to the Panel shall be by the Council selected from persons nominated by each of the professional institutions referred to in 2.1.

Membership is for a two-year period in line with Council elections. After this two year term, all individuals must stand down. The process of appointment for the subsequent two year period will follow the Council Elections. Members can serve more than one term.

4.2 The Chairperson of the Panel will be the Chief Executive Officer.

4.3 The Panel or Panel members may be involved in providing advice on a particular proposal either prior to, or following lodgement of a development application.

4.4 The attendance and/or participation of all Panel members or their deputies for each application to be assessed is not essential and will depend on the nature of the application and the issues to be considered.

4.5 Payment

The members of the panel representing the professional institutions will be paid a flat fee for the time spent assessing applications, including discussions with the City's officers and applicants.

5. MEETINGS

5.1 Meetings of the Panel shall be convened as required but if required, within sufficient time for the City to meet report deadlines for Council or DAP meetings.

5.2 Advice

Notes of all meetings shall be made including the Panel's advice to the Council or DAP. That advice will be incorporated in the officer's report on the matter to the Council or DAP.

Any advice to the Council or DAP must have regard to the statutory obligations of the Council or DAP.

Strategic Community Reference Group

Terms of Reference

1. Name

The name of the Reference Group shall be the Strategic Community Reference Group.

2. Aims and Objectives

The purpose of the Strategic Community Reference Group is to provide advice to the Council on:

- Matters of significant community interest;
- Strategic initiatives;

as determined by the Council.

3. Membership

The Strategic Community Reference Group will consist of the following:

3.1 Elected Members

A maximum of four Elected Members with one Elected Member nominated as Presiding Member.

3.2 Community Members

- 3.2.1** A maximum of one community member from each of the six wards of the district (to be selected by the Council from nominations received). Criteria for the selection will be based on the individual's interest, experience and/or qualifications in issues pertaining to the City of Joondalup community, in general.
- 3.2.2** Community Member places will be advertised and interested residents/ratepayers will be requested to submit an Expression of Interest addressing specific criteria outlined in the Expression of Interest Form.
- 3.2.3** Information on the Strategic Community Reference Group and the call for Expressions of Interest will also be sent to ratepayer groups in each ward.
- 3.2.4** Final selection for serving on the Strategic Community Reference Group will be determined by Council.

3.3 Experts

- 3.3.1** Up to four temporary places will be available for suitably qualified professionals who can provide expert advice/information as necessary.
- 3.3.2** The Strategic Community Reference Group has the authority to second the suitably qualified professionals referred to in 3.3.1 above from outside of the Reference Group on a voluntary basis for their expert advice where required.

3.4 Community Ward Representation

If an item referred to the Strategic Community Reference Group is within a specific location, the Council may consider that additional temporary places be made available for ratepayer groups in the relevant Ward.

3.5 Terms of Membership

The term of membership will be for two years commencing on 1 December and concluding in October in line with the ordinary Council election cycle.

3.6 City Officers

The Chief Executive Officer or representative will attend meetings of the Strategic Community Reference Group to represent matters to be presented with other Officers to be invited as required depending on the agenda issue, and City Officers will provide technical advice and support where required and are not members of the Strategic Community Reference Group.

4. Meetings

- 4.1** The Strategic Community Reference Group shall convene no more than two meetings to consider an individual issue.
- 4.2** A quorum for any meeting of the Strategic Community Reference Group shall be no less than two of the four Elected Members and two of the six community members.
- 4.3** The Presiding Member will preside at all meetings and is responsible for the proper conduct of the meetings. In his/her absence the role of Presiding Member will be assumed by any of the other three Elected Members nominated to the Strategic Community Reference Group by the Council.

5 Agendas

- 5.1** The City will determine the Agenda for each meeting in accordance with the Work Plan for the Strategic Community Reference Group endorsed by the Council.
- 5.2** All meetings shall be confined to the items listed on the Work Plan unless the Council determines that additional matters be referred to the Strategic Community Reference Group.
- 5.3** The meetings of the Strategic Community Reference Group cannot call for reports outside of the Work Plan or items referred to it by Council.
- 5.4** Work Plans will be developed annually by City officers and endorsed by the Council taking account of the City's strategic planning objectives, annual priorities as per the Annual Plan, or other City Plans or initiatives.

6 Notes Of Meetings

City staff will maintain notes of the items discussed at each meeting and the outcomes from the Strategic Community Reference Group discussions. The notes may be used as the basis for further action by the City on an item.

7 Insurances

The City shall arrange all insurances affecting the Strategic Community Reference Group in discharging the normal course of its duties and for any associated public liability.

8 Management

- 8.1** The Strategic Community Reference Group has no delegated powers or authority to:
 - 8.1.1** Represent the City of Joondalup.
 - 8.1.2** Implement Strategic Community Reference Group recommendations without approval of the Council.
 - 8.1.3** Commit Council to the expenditure of funds.
- 8.2** Strategic Community Reference Group Members must comply with the City's Code of Conduct.

9 Tenure Of Appointment

If a member fails to attend three consecutive meetings of the Strategic Community Reference Group his/her appointment shall be automatically terminated unless leave of absence has been granted.