



# Draft New Planning Framework for Infill Development – Community Reference Group

## Nomination Form

The City is seeking expressions of interest for membership of the Community Reference Group for the draft new planning framework for infill development. The purpose of the Community Reference Group is to:

- be briefed on the draft new planning framework;
- disseminate information to other members of the community; and
- assist with preparation of submissions on the draft new planning framework, once formal consultation commences.

To nominate, please complete the nomination form below.

**Note: Prospective nominees must ensure they have read and agree to the Terms of Reference before applying. The Terms of Reference is provided with this nomination form**

For further information, please contact XXX on XXX or via email [info@joondalup.wa.gov.au](mailto:info@joondalup.wa.gov.au)

Your Details:				
<i>Note: This information will be treated as confidential and will not be published in any document or report on the outcomes of the consultation.</i>				
Name:				
Address:				
Suburb:				
Phone:				
Mobile:				
Email:				
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female		
I am aged:	<input type="checkbox"/> under 18	<input type="checkbox"/> 18–24	<input type="checkbox"/> 25–34	<input type="checkbox"/> 35–44
	<input type="checkbox"/> 45–54	<input type="checkbox"/> 55–64	<input type="checkbox"/> 65–74	<input type="checkbox"/> 75+
<input type="checkbox"/> I have read, understood and agree to the Terms of Reference associated with the Community Reference Group for the draft new planning framework for infill development.				

## Addressing the Selection Criteria

Please complete the selection criteria below to outline your interest and suitability to become a member of the Community Reference Group.

### 1. Why are you interested in the draft new planning framework for infill development?


### 2. Why do you believe you are suitable for a position on the Community Reference Group?


### 3. Please describe any past or current membership or involvement with Community Groups or Special Interest Groups. (eg, sporting clubs, conservation groups, volunteer groups)


Please submit your nomination form by the closing date of: **TBA**

**Thank you for nominating for the Community Reference Group.**

# Community Reference Group for the draft new planning framework for infill development

## Terms of Reference

### 1. Name

The name of the reference group shall be the Community Reference Group (CRG) for the draft new planning framework for infill development.

### 2. Role

The role of the CRG shall be to:

- be briefed on the draft new planning framework;
- disseminate information to other members of the community;
- assist with preparation of submissions on the draft new planning framework, once formal consultation commences.

Members of the CRG are required to:

- possess a willingness to contribute positively to meetings in a fair and unbiased manner;
- consider a broad range of views that reflect the diversity of the community;
- encourage participation from the community and provide feedback to the CRG;
- comply with the City's Code of Conduct\* and;
- commit to the CRG for the required term.

The CRG does not have delegated powers, or the authority to represent the City of Joondalup (the City). The CRG also should not reflect the views of any political party or individual Member of Parliament.

At least three meetings of the CRG will be required. Each meeting is likely to run for two to three hours. Pre-reading for CRG meetings may be required.

### 3. Membership

Membership of the CRG will consist of a total of 23 members with a maximum of 20 community representatives made up of the following:

#### 3.1 Independent Co-Chairs

Two independent Co-Chairs will be appointed by Council.

The Co-Chairs will be responsible for ensuring the CRG operates efficiently, effectively and according to the Terms of Reference. The Co-Chairs will act to enable all members have equal opportunity to contribute. In the event of the absence of the Co-Chairs from a meeting, members present have the authority to appoint one of their members to act as a Chair.

The Co-Chairs will preferably be those who have knowledge of the City's Housing Opportunity Areas (HOAs) and who have a strong connection to the City.

The Co-Chairs will be assisted by an independent, specialist facilitator, appointed by the City.

#### 3.2 Community Members

Expressions of Interest (EOIs) will be called seeking nominations for the CRG from owners of land within the City's current HOA. Council will approve the selection, which will be based on the information contained on the completed nomination forms.

The aim for the membership of the CRG is to have diverse representation from the community (gender and age) within the following parameters:

- a maximum of two landowners from each of the HOAs. It is preferred that the two members for each HOA represent different suburbs within that HOA;
- owners of land who have already developed at the higher density coding allocated to their properties, or have submitted plans to the City to do so, will not be selected to participate in the CRG;
- current Federal, State or Local Government Elected Members, or those who have served in the last four years, will not be selected to participate in the CRG;
- any landowner intending to nominate or nominating to stand in a Federal, State or Local Government election will not be selected to participate in the CRG.

#### 3.3 Term of Membership

The term of the membership of the CRG community members will be until 30 June 2020. Near the end of the term, a report will be submitted to Council if there need for a further term.

### **3.4 Meetings**

Meetings of the CRG will be no more than once every two months and other forms of communication will be considered outside of scheduled meeting times. Agendas, meeting notes and action plans will form part of the meeting process.

Either of the Co-Chairs will preside at all CRG meetings and be responsible for the proper conduct of the meetings.

### **3.5 City Officers**

The Chief Executive Officer or a nominated deputy will attend meetings of the CRG to represent the City's position. Other City officers will be in attendance as and when required and are not members of the CRG.

### **3.6 Experts**

Suitably qualified experts who can provide advice/information will be invited to attend EQCRG meetings at the discretion of the Presiding Member.

## **4. Insurances**

The City shall arrange all insurances affect the CRG in discharging the normal course of its involvement and for any associated public liability.

\* Link to the City's Code of Conduct:  
<http://www.joondalup.wa.gov.au/Govern/CodeofConduct.aspx>