



City of  
Joondalup

# minutes

## Special Meeting of Council

MEETING HELD ON

WEDNESDAY 25 OCTOBER 2023

### **Acknowledgement of Traditional Custodians**

The City of Joondalup acknowledges the traditional custodians of the land, the Whadjuk people of the Noongar nation, and recognises the culture of the Noongar people and the unique contribution they make to the Joondalup region and Australia. The City of Joondalup pays its respects to their Elders past and present and extends that respect to all Aboriginal and Torres Strait Islander peoples.

*This document is available in alternate formats upon request*

[joondalup.wa.gov.au](http://joondalup.wa.gov.au)

---

## TABLE OF CONTENTS

1	ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS .....	3
2	DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS .....	3
3	DECLARATIONS OF FINANCIAL INTEREST / PROXIMITY INTEREST / INTEREST THAT MAY AFFECT IMPARTIALITY.....	4
4	PUBLIC QUESTION TIME .....	4
5	PUBLIC STATEMENT TIME .....	6
6	APOLOGIES AND LEAVE OF ABSENCE .....	6
7	IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC .....	7
8	ELECTION OF DEPUTY MAYOR.....	7
9	ADDRESS BY DEPUTY MAYOR .....	8
10	REPORTS .....	9
	10.1 APPOINTMENT OF REPRESENTATIVES TO REGIONAL COUNCILS AND THE WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION NORTH METROPOLITAN ZONE.....	9
11	CLOSURE .....	18

---

## CITY OF JOONDALUP

**COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, JOONDALUP CIVIC CENTRE,  
BOAS AVENUE, JOONDALUP ON WEDNESDAY 25 OCTOBER 2023**

### **1 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS**

### **2 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

The Mayor declared the meeting open at 7.19pm.

**Mayor:**

HON. ALBERT JACOB, JP

**Councillors:**

CR ADRIAN HILL	North Ward
CR LEWIS HUTTON	North Ward
CR DANIEL KINGSTON	North Central Ward
CR NIGE JONES	North Central Ward
CR CHRISTOPHER MAY, JP	Central Ward
CR REBECCA PIZZEY	Central Ward
CR RUSS FISHWICK, JP	South Ward
CR JOHN RAFTIS	South Ward
CR CHRISTINE HAMILTON-PRIME, JP	South-West Ward
CR PHILLIP VINCIULLO	South-West Ward
CR JOHN CHESTER	South-East Ward
CR ROHAN O'NEILL	South-East Ward

**Officers:**

MR JAMES PEARSON	Chief Executive Officer
MR JAMIE PARRY	Director Governance and Strategy
MR MAT HUMFREY	Director Corporate Services
MR NICO CLAASSEN	Director Infrastructure Services
MR CHRIS LEIGH	Director Planning and Community Development
MRS KYLIE BERGMANN	Manager Governance
MR STUART MCLEA	Media and Communications Officer
MRS VIVIENNE STAMPALIJA	Governance Coordinator
MRS DEBORAH GOUGES	Senior Governance Officer
MRS SUSAN HATELEY	Governance Officer

There were 59 members of the public and no member of the press in attendance.

### 3 DECLARATIONS OF FINANCIAL INTEREST / PROXIMITY INTEREST / INTEREST THAT MAY AFFECT IMPARTIALITY

Nil.

### 4 PUBLIC QUESTION TIME

#### 4.1 QUESTIONS SUBMITTED PRIOR TO SPECIAL COUNCIL MEETING HELD ON 25 OCTOBER 2023

The following summarised questions were submitted prior to the Special Council meeting held on 25 October 2023:

**M Kwok, Ocean Reef:**

*Re: Item 8 Election of Deputy Mayor.*

Q1 *Assuming successful candidate for Deputy Mayor position would undergo induction or relevant training to perform the duty of a Mayor. Can the City please elaborate the process in place?*

A1 Yes. The Councillor elected as Deputy Mayor will be offered media and speech training and training for other development needs as identified.

Q2 *As the new councillors have just been sworn in. The candidates for Deputy Mayor might not be known personally to the new councillors.*

*What information has been provided to the new councillors to assist them in making an informed decision?*

A2 New Councillors were provided with a *Council Members' Welcome Pack* on Monday 23 October 2023, which includes information pertaining to the election of Deputy Mayor. In addition, all Elected Members were sent information regarding the process for election of Deputy Mayor on Tuesday 24 October 2023.

The contact details of all current Elected Members and Elected Members elect are also publicly available.

Q3 *As Optional Preferential Voting applies to appointment of Deputy Mayor, is it correct to assume that the candidate in second place could take the seat if Deputy Mayor cannot attend the meeting and if candidate in second place is not available, candidate in third place can take the role as Deputy Mayor?*

A3 No. Schedule 4.1A of the *Local Government Act 1995* deals with the filling of an extraordinary vacancy without an extraordinary election. Schedule 4.1A specifically does not include the Deputy Mayor role.

Q4 *This question relates to preparing nominees for unforeseeable circumstances such as the event in July 2022 (JSC04-07/22). Are the candidates in second and third positions required to undertake appropriate training to perform the role of Deputy Mayor?*

A4 No. Refer A3. There are no second and third backfill positions for the Deputy Mayor role.

Q5 *What are the allowances and sitting fees for Deputy Mayor?*

A5 The allowances and sitting fees for Elected Members are set by the Salaries and Allowances Tribunal, Local Government Chief Executive Officers and Elected Members Determination No 1 of 2023. The *Elected Members' Entitlements Policy* provides that 'the City will pay the maximum annual local government allowance within the range set by the Salaries and Allowances Tribunal through a determination published from time to time that may be paid to the Mayor and Deputy Mayor.' For the Deputy Mayor Allowance, they are paid 25% of the maximum Mayoral Allowance, being \$23,345 per annum.

#### **4.2 QUESTIONS SUBMITTED VERBALLY AT SPECIAL COUNCIL MEETING HELD ON 25 OCTOBER 2023**

**The following summarised questions were submitted verbally at the Special Council meeting held on 25 October 2023:**

**M Kwok, Ocean Reef:**

*Re: Item 8 – Election of Deputy Mayor and Item 10.1 Appointment of Representatives to Regional Councils and the Western Australian Local Government Association North Metropolitan Zone.*

Q1 *Does the City agree that it would be more appropriate for new Councillors to vote on Item 8 and Item 10 after they have a chance to complete their induction and to assess the suitability of the potential candidates for these positions?*

A1 Mayor Jacob responded that the formal position of the City is provided in the recommendation and will be decided upon by Council at this meeting.

---

## 5 PUBLIC STATEMENT TIME

### 5.1 STATEMENTS SUBMITTED VERBALLY AT SPECIAL COUNCIL MEETING HELD ON 25 OCTOBER 2023

The following summarised statements were submitted verbally at the Special Council meeting held on 25 October 2023:

**N Dangar, Beldon:**

*Re: Newly Elected Councillors.*

Ms Nicky Dangar congratulated the newly elected Councillors on their successful election campaign. Ms Dangar said she believes some of the new Councillors have much to learn and she expressed her desire for their orientation to be thorough and made quickly available to ensure a transparent, professional and ethical body serving the whole community. Ms Dangar added that she hopes good conduct policies will continue to be upheld by all.

**M Kwok, Ocean Reef:**

*Re: Item 8 – Election of Deputy Mayor and Item 10.1 Appointment of Representatives to Regional Councils and the Western Australian Local Government Association North Metropolitan Zone.*

Ms Michele Kwok congratulated the newly elected Councillors. Ms Kwok expressed her concerns with electing a Deputy Mayor and appointing representatives to the two Regional Councils and to Western Australian Local Government Association North Metro Zone, before new Councillors have had an opportunity to complete their induction.

Ms Kwok said that procedural motions to defer appointments of representatives were moved in both 2019 and 2021 as a result of newly Elected Members feeling it was inappropriate to vote on the appointments of these positions, involving significant financial decisions, before completion of their induction and not having sufficient time to assess the suitability of each nominee.

Ms Kwok noted that the City of Wanneroo will appoint their representatives to the same external boards on 6 November 2023 and City of Stirling on 31 October 2023.

## 6 APOLOGIES AND LEAVE OF ABSENCE

Nil.

## 7 IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

Nil.

## 8 ELECTION OF DEPUTY MAYOR

The role of the Deputy Mayor is to perform the functions of the Mayor when authorised to do so, that is when the Office of Mayor is vacant or the Mayor is not available or is unwilling to perform the functions of the Mayor.

The Office of Deputy Mayor is to be filled as the first matter dealt with at the first meeting of the Council after an ordinary election. Upon election of the Deputy Mayor, there is a requirement for the incumbent to make a further declaration for that Office.

Mayor Jacob advised that the following three nominations have been received and accepted for the position of Office of the Deputy Mayor from Cr Adrian Hill, Cr Nige Jones and Cr Christopher May, JP in accordance with clause 8(3) of Schedule 2.3 of the *Local Government Act 1995* and Regulation 11F of the *Local Government (Constitution) Regulations 1998*.

- Cr Christine Hamilton-Prime nominated Cr Adrian Hill. Cr Adrian Hill accepted the nomination.
- Mayor Albert Jacob, JP nominated Cr Nige Jones. Cr Nige Jones accepted the nomination.
- Cr Christopher May, JP nominated himself. Cr Christopher May, JP accepted the nomination.

There being no further nominations, Mayor Jacob declared the nominations closed and advised that as three nominations for the position of Deputy Mayor were made, in accordance with clause 8(5) of Schedule 2.3 of the *Local Government Act 1995*, Elected Members were required to vote on the matter by secret ballot, noting that optional Preferential Voting now applies to the election for Deputy Mayor.

Once ballot papers had been placed into the ballot box by the 13 Elected Members, the counting of votes was undertaken by the Chief Executive Officer and Manager Governance.

Following the vote by secret ballot and the counting of votes conducted in accordance with clause 8(7) of Schedule 2.3 of the *Local Government Act 1995*, Mayor Jacob declared that Cr Adrian Hill had been elected to fill the office of Deputy Mayor until the start of the first meeting of the Council after the next local government elections.

Cr Adrian Hill then made a Declaration of Elected Member for the position of Deputy Mayor before Mayor Hon. Albert Jacob, JP.

## **9 ADDRESS BY DEPUTY MAYOR**

Cr Adrian Hill thanked the Mayor and Elected Members and expressed that it was a great honour to be elected as Deputy Mayor in this great City.

Cr Hill stated that he has been a resident of the City of Joondalup for many years and has been happy to serve on Council for the past two years. Cr Hill expressed his appreciation for the support he has received from his fellow Elected Members during his term and looks forward to working closely with members of the Council over the next two years.

Cr Hill expressed his sincere gratitude to the administration of the City of Joondalup.



---

## 10 REPORTS

### 10.1 APPOINTMENT OF REPRESENTATIVES TO REGIONAL COUNCILS AND THE WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION NORTH METROPOLITAN ZONE

<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Mr Jamie Parry Director Governance and Strategy
<b>FILE NUMBER</b>	03149, 44155, 60514, 00033, 101515
<b>AUTHORITY / DISCRETION</b>	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

---

#### PURPOSE

For Council to give consideration to the appointment of representatives to the Mindarie Regional Council (MRC), Catalina Regional Council (CRC) formerly known as Tamala Park Regional Council (TPRC) and the Western Australian Local Government Association (WALGA) North Metropolitan Zone.

#### EXECUTIVE SUMMARY

Following the local government elections held on 21 October 2023, consideration is required to be given to the appointment of representatives to various Council created and external committees / boards.

The City of Joondalup has representation on the MRC, CRC and the WALGA North Metropolitan Zone. Council is required to appoint two Elected Members to the MRC. A previous decision of Council suggested that the City of Joondalup nominated representative on the CRC (formerly TPRC) not be a member of the MRC (CJ050-04/05 refers).

At its meeting held on 20 September 2005 (CJ202-09/05 refers), Council also recommended that consideration be given to the MRC and CRC (formerly TPRC) being represented by either the Mayor or the Deputy Mayor, in order that a senior level of representation be maintained.

It is therefore appropriate that representatives to both Regional Councils be considered and appointed simultaneously.

Council is also required to appoint four Elected Members to the WALGA North Metropolitan Zone, as well as first, second, third and fourth deputy members.

---

## BACKGROUND

### Mindarie Regional Council

The Mindarie Regional Council (MRC) is a regional local government established for the purpose of delivering effective, efficient and environmentally sound waste treatment and disposal and leading its community in sustainable waste management philosophy.

The MRC was formed in 1981 when the Cities of Perth, Stirling and Wanneroo purchased land in Perth's northern corridor that included a parcel of land deemed suitable for a landfill site. Formal incorporation and registration of the MRC occurred on 22 December 1987 when the Governor in Executive Council gave approval.

The MRC is now one of Western Australia's largest waste management authorities and manages waste disposal for each of its member Councils being the Cities of Joondalup; Perth; Stirling; Vincent and Wanneroo and the Towns of Cambridge and Victoria Park.

It recognises that waste does have a value as a resource and is committed to managing waste in line with the waste hierarchy and in a way that is sensitive to the environment and future generations. Its vision of "Winning Back Waste" is achieved by the following objectives:

- Encouraging a culture of waste minimisation.
- Maximising resource recovery.
- Minimising waste to landfill.

Its operations are structured into two streams, being recycling and refuse, with operations including a transfer station and landfill operations at Tamala Park. With the closure of the Resource Recovery Facility (RRF) in Neerabup, further investigations are anticipated into opportunities relating to the processing of waste through Waste-to-Energy technology.

The MRC comprises delegates from each of the member local governments on a basis of the acknowledged equity held within the landfill enterprise. This currently constitutes the following representation:

- City of Joondalup            Two delegates.
- City of Perth                One delegate.
- City of Stirling              Four delegates.
- City of Vincent              One delegate.
- City of Wanneroo            Two delegates.
- Town of Cambridge         One delegate.
- Town of Victoria Park      One delegate.

No deputies are appointed to the MRC. Legal advice has confirmed that an alternate member to serve on the MRC can only be made under specific circumstances and not on an ongoing basis.

It is important to note, therefore, that should any of the Council's appointed representatives not be available to attend a meeting of the MRC in the near future a special resolution of Council is required to appoint an alternate member for the specific period that the member is not available, in accordance with sections 52(b) and (c) of the *Interpretation Act 1984*, which provides:

- *“52(b) Where a person so appointed to an office or position is suspended or unable, or expected to become unable, for any other cause to perform the functions of such office or position, to appoint a person to act temporarily in place of the person so appointed during the period of suspension or other inability but a person shall not be appointed to so act temporarily unless he is eligible and qualified to be appointed to the office or position; and*
- *52(c) to specify the period for which any person appointed in exercise of such a power or duty shall hold his appointment.”*

### Catalina Regional Council

The Catalina Regional Council (CRC), formerly known as Tamala Park Regional Council (TPRC), is a regional local government established for the purpose of undertaking the rezoning, subdivision, development, marketing and sale of the Tamala Park land, known as the Catalina Estate.

The TPRC was established by proclamation in the *Government Gazette* on 3 February 2006 for the specific purpose of creating an urban development on a 180 hectare portion of Lot 9504 (432 hectare site, comprising the aforementioned urban development and the Mindarie Regional Council's landfill operations). The change of name from TPRC to CRC formally took effect on 1 August 2023 following approval of the Minister for Local Government.

The objectives of the CRC are to:

- develop and improve the value of the land
- maximise, within prudent risk parameters, the financial return to the participants
- balance economic, social and environmental issues
- produce a quality development demonstrating the best urban design and development practice.

The Catalina Estate is anticipated to comprise 2,500 lots/dwelling units, a range of densities R30-60 and R80-100, diverse housing opportunities and a number of activity areas. Significant progress has been made on the Catalina Project since the first phase of works commenced in 2011. As at 30 September 2023, 1,397 lots have been released for sale with 1,333 lots being sold, 1103 homes completed and another 101 currently under construction. A range of lot types and sizes have been produced supporting a diverse mix of housing, from large 4 x 2 family homes on lots in the order of 450m<sup>2</sup> to compact 150m<sup>2</sup> lots.

To date a number of parks have been completed within Catalina Estate, providing a range of recreational opportunities for residents and the local community, including Portofino Park completed in March 2018, Drummie Park completed in March 2020 and Mapelton Park completed in September 2023.

The focus for the 2023-24 financial year is on consolidating the Catalina Project as a significant urban project in Perth's Northern Coast. This will be achieved through the construction and sale of lots within Catalina Beach and Catalina Green and substantial investment in landscaping of new parks to support the functionality and appeal of Catalina Estate.

The Catalina Project is anticipated to generate a project profit of \$280 million upon completion, with \$117 million having been distributed to member local governments to date.

The CRC comprises delegates from each of the member local governments on the basis of the acknowledged equity held in the land. This currently constitutes the following representation:

- City of Joondalup Two delegates.
- City of Perth One delegate.
- City of Stirling Four delegates.
- City of Vincent One delegate.
- City of Wanneroo Two delegates.
- Town of Cambridge One delegate.
- Town of Victoria Park One delegate.

The *Establishment Agreement* for the CRC allows for the appointment of deputies in the event that either of the City's two representatives on the CRC are unable to attend a meeting for any reason. It is recommended that two Elected Members be nominated as deputy members to the CRC.

It should be noted, that an Elected Member deputising for a delegate at a CRC meeting is not eligible to receive a payment for attending the meeting, in accordance with Section 6.1 (4) and 6.1 (5c) of the *Salaries and Allowances Tribunal, Local Government CEO and Elected Members Determination effective 6 April 2023*; refer below extract:

“(5) *Regulation 30(3C) of the LG Regulations prevents the payment of a fee to a council member for attending a meeting of a type prescribed in regulation 30(3A) of those regulations if –*

- (c) *the council member is deputising for a council member at a meeting of a regional local government and the member of the regional local government is paid an annual fee in accordance with section 5.99 of the LG Act.”*

#### Western Australian Local Government Association North Metropolitan Zone

The Western Australia Local Government Association (WALGA) is a peak industry body which advocates on behalf of the 138 local governments in Western Australia and which negotiates service agreements for the sector. WALGA is not a government department or agency.

The Association was formed on 6 December 2001 to provide a representative and united voice for local government in Western Australia (WA). Prior to this, a number of membership based representative structures existed to represent local government in WA.

WALGA's *Corporate Strategy (2020-2025)* provides that its strategic intent includes the following:

- Structure - an independent, member-based, not for profit organisation representing and supporting the WA local government sector.
- Vision - agile and inclusive local governments enhancing community wellbeing and enabling economic prosperity.
- Purpose – to leverage the collective strength and influence of the Local Government sector for the benefit of WA local governments and their communities.

The core strategic themes are as follows:

- Advocating and facilitating sector solutions and policy.
- Delivering member-centric quality services.

---

WALGA's *Corporate Strategy (2020-2025)* is available at: <https://walga.asn.au/getattachment/About-WALGA/Corporate-Strategy-2020-2025.pdf?lang=en-AU>

WALGA's structure includes a State Council and geographically aligned groups of local governments called Zones, which advise the WALGA State Council. The WALGA State Council is the decision-making representative body of all member councils, who are responsible for sector-wide policy making and strategic planning on behalf of local government.

Zones are groups of geographically aligned Member Councils who are responsible for direct elections of State Councillors, providing input into policy formulation and providing advice on various matters. There are 12 country and five metropolitan zones.

The City of Joondalup belongs to WALGA's North Metropolitan Zone, which consists of four Elected Member representatives from each of the Cities of Joondalup, Stirling and Wanneroo.

The North Metropolitan Zone is entitled to three members on WALGA State Council and as the North Metropolitan Zone consists of three local governments, it is normal practice that a representative from each of the three local governments, is nominated to serve on WALGA State Council. WALGA has developed a prospectus for local governments and Elected Members on becoming a zone delegate or State Councillor (Attachment 1 refers).

In addition, advice has been received from WALGA noting that Member Councils should appoint their zone delegates preferably by Friday 3 November 2023. In November, zones will meet and elect their State Council representatives and deputy representatives. A State Councillors Induction Session will be held for all State Council representatives before the first meeting in December. The new State Council will take office at the Ordinary Meeting of State Council on Wednesday 6 December 2023.

## **DETAILS**

Following the election to be held on 21 October 2023, consideration is required to be given to the appointment of representatives to various Council-created and external committees.

### **Issues and Options Considered**

At its meeting held on 5 April 2005 (CJ050-04/05 refers), Council resolved in part that:

*"in the interests of good governance, AGREES that the City of Joondalup nominated representative on the Tamala Park Regional Council shall not be a member of the Mindarie Regional Council."*

Please note: Tamala Park Regional Council formally changed its name to Catalina Regional Council effective on 1 August 2023 following approval of the Minister for Local Government.

At the Council meeting held on 20 September 2005 (CJ202-09/05 refers), during discussion on the appointment of representatives to the former Tamala Park Regional Council, it was recommended that when a report is presented to a future incoming Council, consideration be given to the Catalina Regional Council and Mindarie Regional Council each being represented by either the Mayor or Deputy Mayor, in order that a senior level of representation be maintained.

For this reason, it is considered appropriate that representatives to both Regional Councils be appointed simultaneously. However, it should be noted that this is a recommendation of Council and not a formal resolution (CJ202-09/05 refers).

The most recent Council-appointed representatives to the MRC, CRC and the WALGA North Metropolitan Zone are as follows:

- Mindarie Regional Council

Mayor Albert Jacob, JP and Cr Christopher May, JP.

- Catalina Regional Council

Cr John Chester and Cr Nige Jones.

Two alternate deputies were appointed to the CRC to represent the two members should they be unable to attend a meeting as follows:

Deputies

First Deputy Member – Cr Russ Fishwick, JP.

Second Deputy Member – Cr John Raftis.

- Western Australian Local Government Association North Metropolitan Zone

Mayor Albert Jacob, JP.

Cr Adrian Hill.

Cr Russ Fishwick, JP.

Cr Nige Jones.

Two alternate deputies were appointed to the WALGA North Metropolitan Zone to represent the four members should they be unable to attend a meeting as follows:

Deputies

First Deputy Member

Cr Christopher May, JP.

Second Deputy Member

Cr Christine Hamilton-Prime, JP.

## **Legislation / Strategic Community Plan / Policy implications**

### **Legislation**

*Section 3.61 of the Local Government Act 1995.*

*Section 51 of the Interpretation Act 1984.*

### **10-Year Strategic Community Plan**

#### **Key theme**

5. Leadership.

#### **Outcome**

5-1 Capable and effective - you have an informed and capable Council backed by a highly-skilled workforce.

#### **Policy**

Not applicable.

### Risk management considerations

If the Council does not appoint representatives to the MRC, CRC and the WALGA North Metropolitan Zone, this may hinder the overall decision-making process.

### Financial / budget implications

Not applicable.

### Regional significance

The MRC and CRC are significant organisations within the northern metropolitan corridor, dealing with waste treatment / disposal and land development, respectively.

The WALGA North Metropolitan Zone deals with issues that affect the Zone members both regionally and operationally as local governments.

### Sustainability implications

Not applicable.

### Consultation

Not applicable.

### COMMENT

The timely appointment of the City of Joondalup's representatives to the MRC, CRC and the WALGA North Metropolitan Zone will ensure the City is represented on these organisations, enabling them to participate in decision-making that may impact the City.

The following meeting fees and allowances apply to representatives of the MRC, CRC and the WALGA North Metropolitan Zone:

#### Mindarie Regional Council

	Meeting Fee (\$) per annum	Allowance (\$) per annum	Technology Allowance (\$) per annum
<b>Chairperson</b>	16,480	20,875	1,040
<b>Deputy Chairperson</b>	10,990	5,090	1,040
<b>Elected Member</b>	10,990		1,040
<b>Alternate Member</b>	Nil.		
<b>Other Expenses</b>	Childcare and travel costs will be reimbursed in accordance with Reg. 31 and 32 of the <i>Local Government (Administration) Regulations 1996</i>		

Catalina Regional Council

	<b>Meeting Fee per annum (\$)</b>	<b>Allowance per annum (\$)</b>
<b>Chairperson</b>	16,480	20,875
<b>Deputy Chairperson</b>	10,990	5,218.75
<b>Elected Member</b>	10,990	Nil.

It should be noted that an Elected Member deputising for a delegate at a CRC meeting is not eligible to receive a payment for attending the meeting, in accordance with Section 6.1 (4) and 6.1 (5c) of the *Salaries and Allowances Tribunal, Local Government CEO and Elected Members Determination effective 6 April 2023*; refer below extract:

“(5) *Regulation 30(3C) of the LG Regulations prevents the payment of a fee to a council member for attending a meeting of a type prescribed in regulation 30(3A) of those regulations if –*

(c) *the council member is deputising for a council member at a meeting of a regional local government and the member of the regional local government is paid an annual fee in accordance with section 5.99 of the LG Act.”*

WALGA North Metropolitan Zone

There are no sitting fees for being on the WALGA North Metropolitan Zone however representatives from each of the zones are elected to serve on the WALGA State Council.

WALGA State Councillors do receive sitting fees for their appointment. The State Councillor sitting fees for 2023-24 are \$3,798 with an additional allowance of \$605 per annum for Policy Team, Policy Forum and Committee Chairs. In addition, Deputy State Councillors are paid a sitting fee of \$440 per meeting attended as a State Council delegate.

**VOTING REQUIREMENTS**

Simple Majority.

**OFFICER'S RECOMMENDATION**

That Council NOMINATES the following persons to represent the City of Joondalup on the:

1 Mindarie Regional Council:

Members

Two Elected Members;

2 Catalina Regional Council:

Members

Two Elected Members;



---

Deputy Members

First Deputy Member – One Elected Member;  
Second Deputy Member – One Elected Member;

3 Western Australian Local Government Association – North Metropolitan Zone:

Members

Four Elected Members;

Deputy Members

First Deputy Member - One Elected Member;  
Second Deputy Member - One Elected Member;  
Third Deputy Member - One Elected Member;  
Fourth Deputy Member - One Elected Member.

**PROCEDURAL MOTION - THAT THE ITEM BE DEFERRED**  
(Resolution No: CJ207-10/23)

**MOVED** Cr Kingston, **SECONDED** Cr May that Item 10.1 Appointment of Representatives to Regional Councils and the Western Australian Local Government Association North Metropolitan Zone, **BE DEFERRED** to the Special Council meeting to be held on 6 November 2023, as per clause 10.1(a) of the *City of Joondalup Meeting Procedures Local Law 2013*.

The Motion was Put and

**CARRIED (8/5)**

**In favour of the Motion:** Cr Hill, Cr Hutton, Cr Kingston, Cr May, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo.  
**Against the Motion:** Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hamilton-Prime and Cr Jones.

**ATTACHMENTS**

1. WALGA Elected Member Prospectus 2023 [**10.1.1** - 6 pages]

## 11 CLOSURE

There being no further business, the Mayor declared the meeting closed at 7.54pm the following Elected Members being present at that time:

HON. ALBERT JACOB, JP  
CR ADRIAN HILL  
CR LEWIS HUTTON  
CR DANIEL KINGSTON  
CR NIGE JONES  
CR CHRISTOPHER MAY, JP  
CR REBECCA PIZZEY  
CR RUSS FISHWICK, JP  
CR JOHN RAFTIS  
CR CHRISTINE HAMILTON-PRIME, JP  
CR PHILLIP VINCIULLO  
CR JOHN CHESTER  
CR ROHAN O'NEILL

**25 OCTOBER 2023 - SPECIAL MEETING OF COUNCIL -  
AGENDA ATTACHMENTS**

**10.1 APPOINTMENT OF REPRESENTATIVES TO REGIONAL COUNCILS AND  
THE WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION NORTH  
METROPOLITAN ZONE.....2**

10.1.1 WALGA ELECTED MEMBER PROSPECTUS 2023.....2



# **Elected Member Prospectus**

## **Becoming a Zone Delegate or State Councillor**

**2023**



## About WALGA

WALGA is an independent, member-based, not for profit organisation representing and supporting the WA Local Government sector.

Our purpose is to leverage the collective strength and influence of the Local Government sector for the benefit of WA Local Governments and their communities.

### What does WALGA do?

WALGA provides value to Member Local Governments by advocating and facilitating sector solutions and policy, and by delivering member-centric, quality services.

### How does WALGA work?

WALGA employs approximately 100 staff across the areas of:

- Policy, including asset management, community, emergency management, environment, infrastructure, planning, roads and waste;
- Services and advice including governance, industrial relations, procurement, recruitment, supplier panels, tender management, and training for officers and Elected Members; and
- Operational functions including events, finance, human resources, information technology, marketing and media management.

### How is WALGA funded?

A number of components contribute to the WALGA operational budget. As with most member-based organisations, WALGA has an annual Membership fee paid by all Member Local Governments. To ensure fairness, the annual Membership fee is indexed to the size and capacity of each Local Government. It contributes less than 10 per cent of WALGA total turnover.

WALGA secures additional funding through charges to State and Federal departments and agencies for the administration of grants; fee-for-services selected for use by Member Local Governments; and returns from supplier contracts as part of group buying arrangements that guarantee lowest market rates for Members.

## Role of Zones

State Councillors are elected to State Council from one of 17 Zones, which are groupings of Local Governments convened together on the basis of population, commonalities of interest and geographical alignment.

The relationship between State Council and Zones within the Western Australian Local Government Association is a critical one in the political representation of Local Government at the State and Federal levels.

Zones have an integral role in shaping the political and strategic direction of WALGA. Not only are Zones responsible for bringing relevant local and regional issues to the State Council decision making table, they are a key player in developing policy and legislative initiatives for Local Government.

WALGA's Constitution outlines that the functions of Zones are to:

- elect one or more State Councillors;
- consider the State Council agenda;
- provide direction and feedback to their State Councillor; and
- any other function deemed appropriate by the Zone.

Additional activities undertaken by Zones include:

- developing and advocating on positions on regional issues affecting Local Government;
- progressing regional Local Government initiatives;
- identifying relevant issues for action by WALGA;
- networking and information sharing; and
- contributing to policy development through policy forums and other channels.

Zones provide input into State Council's advocacy efforts in two critical ways:

1. by passing resolutions on items contained in the State Council Agenda; and
2. by generating new Agenda items for consideration by State Council.

## Zone Motions

To generate new Agenda items for consideration by State Council, a Zone may pass a resolution requesting that WALGA take action. For example, a Zone motion may request WALGA to investigate an issue, undertake advocacy, or develop policy.

It is best practice that Zone motions are submitted with the backing of a resolution of Council. However, as Zones are self-governing and autonomous, individual Zone Delegates may submit motions for the Zone to consider.

It is recommended that the Zone be advised whether a motion to be considered has been endorsed by Council or has been submitted by an individual Zone Delegate.

### **Role of a Zone Delegate**

Zone Delegates are elected or appointed to represent their Council on the Zone and make decisions on their Council's behalf at the regional level.

In fulfilling their role as Council's representative, the Zone Delegate should give regard to their Council's positions on policy issues.

There is also an expectation that Zone Delegates will report back to their Council about decisions made by the Zone.

### **Role of State Council**

WALGA is governed by a President and a 24-member State Council, elected from the Local Government sector.

Each State Councillor represents a WALGA Zone. There are 5 metropolitan Zones and 12 country Zones. All 139 WA Local Governments are invited to be Members of WALGA and a Zone.

Elected Members are able to nominate to represent their Local Government on their Zone and in turn, through the Zone election process, to represent the Zone on State Council.

State Council's primary role is to govern the successful operation of WALGA and broadly includes:

- Strategy formulation and policy making;
- Development, evaluation and succession of the Chief Executive Officer;
- Monitoring financial management and performance, including the annual budget;
- Monitoring and controlling compliance and organisational performance;
- Ensuring effective identification, assessment and management of risk;
- Promoting ethical and responsible decision making;

- Ensuring effective communication and liaison with members and stakeholders; and;
- Ensuring an effective governance framework and culture.

### **Role of a State Councillor**

State Councillors have ultimate responsibility for the overall successful operations of WALGA.

The principal roles of State Councillors relate to:

- policy positions and issues;
- the strategic direction of WALGA;
- financial operations and solvency; and
- all matters as prescribed by law.

State Councillors, as directors of a board, are required to act consistently in the “best interests of the organisation as a whole”. This effectively means that the duties of a State Councillor are owed to all Member Local Governments.

State Councillors are also expected to be champions for WALGA and for the Local Government sector.

### **Commitment of the Role of State Councillor**

State Councillors are expected to attend State Council meetings, of which there are five ordinary meetings per year. As State Councillors are elected to State Council by their Zone, State Councillors would also be expected to attend and play a prominent role in Zone meetings, including reporting back to their Zone about WALGA’s activities and advocacy.

State Councillors are expected to attend WALGA events and functions and play an active role in representing the Local Government sector, and contributing to policy debates and other forums.

State Council operates a number of internal and external committees and policy forums. There is an expectation that State Councillors play a leading role in serving on State Council’s committees on behalf of WALGA and the Local Government sector.

State Councillors are paid an annual sitting fee and expenses incurred to attend State Council meetings are reimbursable.



## Opportunities for State Councillors

State Councillors, as board members of WALGA, are key leaders in the Local Government sector in Western Australia. Not only do State Councillors represent their community on their Council, they also have the opportunity to represent their region (Zone) and the Local Government sector at the state level.

All State Councillors will be appointed to a Policy Team or the Finance & Services Committee. Policy Teams provide State Councillors with hands-on exposure to development of policy positions and submissions to Government on behalf of the WA Local Government sector. The Chair of the relevant Policy Team will also have the opportunity to attend meetings with Government Ministers to advocate on behalf of Local Government.

## Become Involved

We hope that involvement in your Association – by representing your Council on the Zone, or representing your Zone on State Council – will be an enriching and rewarding experience.

Consider nominating for a position on the Zone or State Council and play a role in shaping policy and advocacy on behalf of Local Government in Western Australia!

## Contacts

Chantelle O'Brien, Governance Support Officer  
(08) 9213 2013 [cobrien@walga.asn.au](mailto:cobrien@walga.asn.au)

Kathy Robertson, Manager Association and Corporate Governance  
(08) 9213 2036 [krobertson@walga.asn.au](mailto:krobertson@walga.asn.au)

Tony Brown, Executive Director Member Services  
(08) 9213 2051 [tbrown@walga.asn.au](mailto:tbrown@walga.asn.au)