

minutes

Policy Committee

MEETING HELD ON **TUESDAY 3 NOVEMBER 2015**

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CITY OF JOONDALUP

MINUTES OF THE SPECIAL POLICY COMMITTEE MEETING HELD IN CONFERENCE ROOM 1, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON TUESDAY 3 NOVEMBER 2015.

ATTENDANCE

Committee Members

Cr Liam Gobbert
Mayor Troy Pickard
Cr Kerry Hollywood
Cr Philippa Taylor
Cr Christine Hamilton-Prime
Cr John Chester
Cr Russ Fishwick, JP

Observers

Cr Russell Poliwka
Cr Tom McLean, JP
Cr Nige Jones
Cr Mike Norman
Cr John Logan
Cr Sophie Dwyer

Officers

Mr Garry Hunt	Chief Executive Officer
Mr Mike Tidy	Director Corporate Services
Mr Jamie Parry	Director Governance and Strategy
Ms Dale Page	Director Planning and Community Development
Mr Nico Claassen	Director Infrastructure Services
Mr Brad Sillence	Manager Governance
Mr John Byrne	Governance Coordinator
Mrs Lesley Taylor	Governance Officer
Mrs Deborah Gouges	Governance Officer

The Chief Executive Officer declared the meeting open at 8.25pm.

DECLARATIONS OF INTEREST

Nil.

ELECTION OF PRESIDING MEMBER

Section 5.12 of the *Local Government Act 1995* requires a Committee appointed by a local government, to appoint a Presiding Member as the first item of business at its first meeting. Schedule 2.3 of the Act requires the Chief Executive Officer to preside.

Mayor Pickard nominated Cr Liam Gobbert for the position of Presiding Member. Cr Gobbert accepted the nomination.

There being no further nominations at the close of the Election for Presiding Member, Cr Gobbert was declared elected unopposed to the position of Presiding Member and assumed the Chair at 8.27pm.

ELECTION OF DEPUTY PRESIDING MEMBER

It is advisable that the Committee appoints a Deputy Presiding Member, who would chair the meeting in the absence of the Presiding Member.

Mayor Pickard nominated Cr John Chester for the position of Deputy Presiding Member. Cr Chester accepted the nomination.

There being no further nominations at the close of the Election for Deputy Presiding Member, Cr Chester was declared elected unopposed to the position of Deputy Presiding Member.

APOLOGIES/LEAVE OF ABSENCE

Leave of Absence Previously Approved:

Cr John Chester	30 October to 8 November 2015 inclusive.
Cr Liam Gobbert	22 November to 23 November 2015 inclusive.
Cr John Chester	30 November to 8 December 2015 inclusive.
Cr Mike Norman	7 December to 11 December 2015 inclusive.
Cr Liam Gobbert	10 December to 15 December 2015 inclusive.

REPORT**ITEM 1 SETTING OF MEETING DATES - POLICY COMMITTEE**

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	02153, 101515
ATTACHMENT	Nil
AUTHORITY / DISCRETION	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 the Policy Committee to consider the proposed schedule of committee meeting dates for 2016.

EXECUTIVE SUMMARY

In order to assist with forward planning for all Elected Members, management and staff, a schedule of meeting dates has been prepared for the Policy Committee, ensuring synergy between meeting dates and the flow of information and decision-making.

It is recommended the Policy Committee adopts the meeting dates and times for the Policy Committee of the City of Joondalup to be held at the Joondalup Civic Centre, Boas Avenue, Joondalup.

BACKGROUND

The Policy Committee was established at the Special Council meeting held on 3 November 2015. The role of the Policy Committee is to:

- 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.

The proposed 2016 schedule of Council meeting dates is based on the format used in recent years. That is, a monthly meeting format with Strategy Sessions held on the first Tuesday of each month, Briefing Sessions held on the second Tuesday and Council meetings on the third Tuesday.

This enables committee meetings to be scheduled on the Monday, Tuesday or Wednesday of weeks one, two and three so as to minimise potential conflicts with other Council activities and provide a 'meeting-free' week in the fourth week of each month.

It is preferable to hold committee meetings in the first week of the month, thereby enabling committee recommendations to be listed in the Briefing Session agenda and subsequently the Council meeting agenda, however this may not always be possible due to other scheduled meetings.

DETAILS

The Policy Committee is a new committee that will oversee the development and review of the City's policies, and oversee the strategic direction of the City's Art Award events, Visual Art Collection and Visual Art Programs.

Meetings of this committee will, at certain points of the year, need to align with the City's two premier art events, the Community Art Exhibition held in June and the Community Invitation Art Award held in October. These meetings are typically held at a slightly later time on a Thursday to enable the inspection of the art entries prior to awarding winners. The remaining meetings have also been scheduled for the same day and time, to provide Elected Members with a consistent meeting schedule.

It is therefore suggested the Policy Committee meets on the proposed meeting day / date / times as follows:

- Thursday 3 March 2016, commencing at 6.30pm
- Thursday 9 June 2016, commencing at 6.30pm
- Thursday 13 October 2016, commencing at 6.30pm.
- Thursday 1 December 2016, commencing at 6.30pm.

In addition to the 2016 meeting dates, it is necessary for the Policy Committee to meet in late 2015 to consider a number of policy matters. It is therefore proposed the Policy Committee also meets on Monday 30 November 2015, commencing at 6.00pm.

Issues and options considered

The Policy Committee can either:

- adopt the meeting dates as proposed in this report
or
- amend the meeting dates.

Legislation / Strategic Community Plan / policy implications**Legislation**

*Local Government Act 1995.
Local Government (Administration) Regulations 1996.
City of Joondalup Meeting Procedures Local Law 2013.*

Strategic Community Plan**Key theme**

Governance and Leadership.

Objective

Corporate capacity.

Strategic initiative

Not applicable.

Policy

Not applicable.

Risk management considerations

Should forward planning of committee meetings not be identified, then there is a risk for meetings to be held on an ad-hoc basis; lacking coordination with other key meetings and corporate planning processes.

Financial / budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The proposed dates have been based on a quarterly meeting cycle and cognisant of the City's Art Award events program. Meetings have been scheduled on the same day and time to provide Elected Members with a consistent meeting schedule.

VOTING REQUIREMENTS

Simple Majority.

MOVED Mayor Pickard, **SECONDED** Cr Hamilton-Prime that the Policy Committee **ADOPTS** the following meeting dates and times for the Policy Committee of the City of Joondalup to be held at the Joondalup Civic Centre, Boas Avenue, Joondalup:

Policy Committee To be held in Conference Room 2
Monday 30 November 2015, commencing at 6.00pm
Thursday 3 March 2016, commencing at 6.30pm
Thursday 9 June 2016, commencing at 6.30pm
Thursday 13 October 2016, commencing at 6.30pm
Thursday 1 December 2016, commencing at 6.30pm

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Gobbert, Mayor Pickard, Crs Chester, Fishwick, Hamilton-Prime, Hollywood and Taylor.

CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 8.30pm; the following Committee Members being present at that time:

Cr Liam Gobbert
Mayor Troy Pickard
Cr Kerry Hollywood
Cr Phillipa Taylor
Cr Christine Hamilton-Prime
Cr John Chester
Cr Russ Fishwick, JP