



minutes

Special Policy Committee

MEETING HELD ON

MONDAY 6 NOVEMBER 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.

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Note:

Clause 15.10 of the City's *Meeting Procedures Local Law 2013* states:

This local law applies generally to committee meetings except for clause 7.1 in respect of members seating and clause 7.8 in respect of limitation on members speaking.

CITY OF JOONDALUP

MINUTES OF THE SPECIAL POLICY COMMITTEE MEETING HELD IN CONFERENCE ROOM 1, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON 6 NOVEMBER 2023.

ATTENDANCE

Committee Members:

Cr Daniel Kingston	<i>Presiding Member</i>
Mayor Hon. Albert Jacob, JP	
Cr Rebecca Pizzey	
Cr Lewis Hutton	<i>Deputy Presiding Member</i>
Cr Russ Fishwick, JP	<i>Deputising for Cr Raftis</i>
Cr John Chester	
Cr Phillip Vinciullo	

Observers:

Cr Christine Hamilton-Prime	<i>absent from 8.10pm to 8.12pm</i>
Cr Adrian Hill	
Cr Nige Jones	
Cr Christopher May, JP	<i>absent from 8.11pm to 8.12pm</i>
Cr Rohan O'Neill	

Officers:

Mr James Pearson	Chief Executive Officer
Mr Jamie Parry	Director Governance and Strategy
Mr Nico Claassen	Director Infrastructure Services
Mr Mat Humfrey	Director Corporate Services
Mr Chris Leigh	Director Planning and Community Development
Mrs Kylie Bergmann	Manager Governance
Mrs Vivienne Stampalija	Governance Coordinator
Mrs Deborah Gouges	Senior Governance Officer
Ms Avril Schadendorf	Governance Officer
Mrs Susan Hateley	Governance Officer

1 DECLARATION OF OPENING

The Chief Executive Officer declared the meeting open at 8.10pm.

2 DECLARATIONS OF FINANCIAL INTEREST / PROXIMITY INTEREST / INTEREST THAT MAY AFFECT IMPARTIALITY

Nil.

Cr Hamilton-Prime left the Meeting at 8.10pm

Cr May left the Meeting at 8.11pm

3 ELECTION OF PRESIDING MEMBER

Section 5.12 of the *Local Government Act 1995* (the Act) 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.

Cr John Chester nominated Cr Daniel Kingston for the position of Presiding Member. Cr Kingston accepted the nomination.

There being no further nominations at the close of the Election for Presiding Member, Cr Daniel Kingston was declared elected unopposed to the position of Presiding Member and assumed the Chair at 8.11pm.

4 ELECTION OF DEPUTY PRESIDING MEMBER

It is open for the Committee to elect a Deputy Presiding Member, who would chair the meeting in the absence of the Presiding Member. Alternatively, if the Presiding Member is unavailable to chair the meeting and no Deputy Presiding Member has been appointed, in accordance with Section 5.14 of the Act, the Committee Members present at the meeting may choose one of themselves to preside over the meeting.

Hon. Mayor Albert Jacob, JP nominated Cr Lewis Hutton for the position of Deputy Presiding Member. Cr Lewis Hutton accepted the nomination.

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

Cr May entered the Meeting at 8.12pm

Cr Hamilton-Prime entered the Meeting at 8.12pm

5 APOLOGIES AND LEAVE OF ABSENCE

5.1 APOLOGIES

Cr John Raftis

6 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

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

In accordance with Clause 5.2 of the City's *Meeting Procedures Local Law 2013*, this meeting is not open to the public.

8 PETITIONS AND DEPUTATIONS

Nil.

9 REPORTS

9.1 SETTING OF MEETING DATES - POLICY COMMITTEE (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Director Governance and Strategy
FILE NUMBER	02153, 103963, 101515
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 setting of committee meeting dates for 2023-24.

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.

The setting of the 2024 Council meeting dates is scheduled to be presented at the Council meeting to be held on 28 November 2023. This report will provide Elected Members with two alternative meeting cycle options for their consideration, which may impact on the timing of committee meeting dates.

For this reason, only the first committee meeting date for 2024 is proposed to be set for the committee's consideration. A further report will be presented to the first committee meeting to be held in 2024, to set the remainder of committee meeting dates for 2024.

It is therefore recommended that the Policy Committee:

- 1 *ADOPTS the following meeting dates and times for the Policy Committee of the City of Joondalup to be held at the Joondalup Civic Centre (Conference Room 1), Boas Avenue, Joondalup:*
 - 1.1 *Monday, 20 November 2023, commencing at 6.00pm;*
 - 1.2 *Monday, 19 February 2024, commencing at 6.00pm;*
- 2 *NOTES that a further report will be presented to the first Policy Committee meeting in 2024, to set the remainder of the Policy Committee meeting dates for 2024.*

BACKGROUND

The Policy Committee was established at the Special Council Meeting held on 1 November 2021 (JSC02-11/21 refers). At the Council meeting held on 23 May 2023 (CJ082-05/23 refers) it was resolved that the role of the Policy Committee be amended to:

- 1 make recommendations to Council on the development and review of the City's policies and overall policy framework;
- 2 make recommendations to Council on the development and review of the City's local laws;
- 3 oversee the strategic direction of the City's Art Award events, Visual Art Collection and Visual and Performing Arts Programs;
- 4 make recommendations to Council on strategic planning matters, including planning strategies, scheme amendments, structure plans, local development plans, and submissions on urban planning matters to government agencies requiring a Council decision.

DETAILS

The Policy Committee oversees the development and review of the City's policies and local laws, as well as oversee the strategic direction of the City's Art Award events, Visual Art Collection and Visual Art Programs. In addition, makes recommendations to Council on strategic planning matters.

The setting of the 2024 Council meeting dates is scheduled to be presented at the Council meeting to be held on 28 November 2023. This report will provide Council with two alternative meeting cycle options for their consideration, which may impact on the timing of the committee meeting dates.

It is therefore recommended that the Committee set the dates for the remainder of 2023, and the first committee meeting date for 2024. A further report will be presented to the first committee meeting of 2024 to set the remainder of committee meeting dates for 2024.

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

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

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 prepared based on the expected demand and timeframes associated with policy reviews, specifically the community consultation process. Meetings have been scheduled on the same day and time to provide Elected Members with a consistent meeting schedule.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION MOVED Cr Chester, SECONDED Cr Vinciullo that the Policy Committee:

- 1 ADOPTS the following meeting dates and times for the Policy Committee of the City of Joondalup to be held at the Joondalup Civic Centre (Conference Room 1), Boas Avenue, Joondalup:**
 - 1.1 Monday, 20 November 2023, commencing at 6.00pm;**
 - 1.2 Monday, 19 February 2024, commencing at 6.00pm;**
- 2 NOTES that a further report will be presented to the first Policy Committee meeting in 2024, to set the remainder of the Policy Committee meeting dates for 2024.**

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Kingston, Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hutton, Cr Pizzey and Cr Vinciullo.
Against the Motion: Nil.

ATTACHMENTS

Nil

10 CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 8.14pm the following Committee Members being present at that time:

CR DANIEL KINGSTON
MAYOR HON. ALBERT JACOB, JP
CR REBECCA PIZZEY
CR LEWIS HUTTON
CR RUSS FISHWICK, JP
CR JOHN CHESTER
CR PHILLIP VINCIULLO