

CITY OF JOONDALUP

MINUTES OF MEETING OF THE HOUSE COMMITTEE HELD IN CONFERENCE ROOM 2, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON WEDNESDAY 19 SEPTEMBER 2001.

ATTENDANCE AND APOLOGIES

Committee Members:

Cr A Walker - Chairman
Cr J Hurst – Deputy Chairman
Cr G Kenworthy
Cr P Kimber

In attendance:

Cr Carol Mackintosh *Departed 7.40pm*

Officers:

Manager Marketing Services J Lawton
Marketing Co ordinator J Carter

APOLOGIES

Mayor J Bombak

The Chairman declared the meeting open at 1840 hrs.

DECLARATIONS OF FINANCIAL/NON FINANCIAL INTEREST

Nil.

CONFIRMATION OF MINUTES

MINUTES OF THE HOUSE COMMITTEE MEETING HELD ON 22 AUGUST 2001

MOVED Cr Hurst, SECONDED Cr Kimber that the Minutes of the House Committee Meeting held on 22 August 2001 be confirmed as a true and correct record.

The Motion was Put and

CARRIED

ITEMS OF BUSINESS**ITEM 1 COUNCIL LOUNGE ALTERATIONS [41579]**

A proposed plan (Attachment 1) prepared by the City's Building Services Technical Officer was tabled by the Marketing Manager.

The Committee also requested that 3 quotations to carry out all work, be submitted at the next meeting of the House Committee.

The Committee requested that a further plan for the set-up of a bar and fridge in the Councillors Reading Room, utilising the granite top from the existing bar, be drawn-up and submitted to the next meeting of the Committee.

ITEM 2 CHARITY BALL UPDATE [41579]

The Marketing Manager advised that investigations with the Joondalup Business Association revealed that their annual charity dinner was a fundraiser for the Association. The Committee agreed that it would not be appropriate to co-host this function

COMMITTEE DECISION

The Committee Members agreed that the City should not host a charity ball.

MOVED Cr Hurst, SECONDED Cr Kimber that the City would not host a charity ball.

The Motion was Put and

CARRIED

ITEM 3 CORPORATE GIFTS - [17174]

- **Plaques (deferred)**
- **Ties and Scarves**

The Marketing Manager advised that the agreed design of ties and scarves would be available in five weeks.

ITEM 4 HOSPITALITY DINNERS

The Marketing Co ordinator advised the Committee that the next volunteer's function for Community Committee Members had only 11 guests on the list. It was agreed that these volunteers would be invited to join a similar function in the near future.

ITEM 5 PLANS FOR CHRISTMAS 2001**HAMPERS**

The Committee agreed that each elected member would be presented with a Christmas Hamper to the value of \$120 and a gift to the value of \$30 for each Elected Member's partner. The content of the hamper is to include the following;

- Choice of a ham or turkey
- Choice of red wine, white wine or champagne
- Other contents to be determined by the Council Steward

MOVED Cr Kimber, SECONDED Cr Hurst that each elected member would be presented with a Christmas hamper to the value of \$120 and each elected member's partner be presented with a gift to the value of \$30.

The Motion was Put and

CARRIED

CHRISTMAS FUNCTION

CITY OF JOONDALUP - REPORT FOR 19 SEPT 2001

CHRISTMAS FUNCTION FORMAT 2001

**33866,
26131**

WARD

All.

SUMMARY

The date and venue for the Christmas function hosted by Mayor and Councillors of the City is Saturday 15 December, 2001 in the Joondalup Civic Function Centre (Spices Catering).

The following is provided to verify details concerning this year's dinner.

BACKGROUND

In 2000 the City of Joondalup hosted a Christmas Dinner for the Mayor, Councillors and Senior Staff of the City, local Members of Parliament and key community representatives as invited by elected members.

City of Joondalup corporate presentation items were given to invited guests attending the dinner.

DETAILS

It is recommended that the format for the City of Joondalup Christmas Dinner is as follows:

Guest List

- The Mayor, Councillors, Chief Executive Officer, Directors and their partners. Each Councillors to be permitted to invite 2 guests and their partners from the community
- The Mayor may invite 4 guests and their partners
- Local Members of Parliament, both upper and lower houses and partners
- Elected heads of Council and Chief Executive Officers from the Cities of Wanneroo, Stirling, Swan and Bayswater and the Shire of Gingin

Format

It is suggested that the program for the evening proceed as follows;

Toast of Welcome	-	Mayor John Bombak JP
Loyal Toast	-	Deputy Mayor, Cr Judi Hurst
Grace	-	Mrs Kerry Bombak
Entrée		
Main Course		
Christmas Address	-	Mayor John Bombak JP
Response by a Member of Parliament		to be determined by the House Committee
Dessert/Coffee		

Christmas Gifts

As an act of appreciation to invited community representatives corporate ties and scarves could be presented to attending guests.

Entertainment

It is recommended that a jazz style band be sought to provide entertainment during and following the dinner. The band would be requested to play background as well as dance music.

COMMENT/FUNDING

The cost for the Council Dinner is expected to be approximately \$95.00 pp including food, beer, wine, soft drinks, gifts and entertainment.

Total cost (based on 150 attendees) is expected to be ~\$14, 250.00

Officer's RECOMMENDATION

1 That the guest list for the dinner comprise of the following:

- The Mayor, Councillors, Chief Executive Officer, Directors and their partners.
- Each Councillor may invite 2 guests and their partners from the community
- The Mayor may invite 4 guests and their partner
- Local Members of Parliament, both upper and lower houses and partners
- Elected heads of Council and Chief Executive Officers from the Cities of Wanneroo, Stirling, Swan and Bayswater and the Shire of Gingin

2 That the format for the dinner be as follows:

Toast of Welcome	-	Mayor John Bombak JP
Loyal Toast	-	Deputy Mayor, Cr Judi Hurst
Grace	-	Mrs Kerry Bombak
Entrée		
Main Course		
Christmas Address	-	Mayor John Bombak JP
Response by a Member of Parliament		to be determined by the House Committee

Dessert/Coffee

- 3 That a corporate tie or scarf be given to each attending guest.
- 4 That suitable entertainment be sought to provide both background and dance music

COMMITTEE DECISION

- 1 That the guest list for the dinner comprise of the following:
 - The Mayor, Councillors, Chief Executive Officer, Directors and their partners.
 - Each Councillors to be permitted to invite 2 guests and their partners from the community
 - The Mayor may invite 4 guests and their partners
 - Each Director be permitted to invite one City of Joondalup community representative and their partner
 - Elected heads of Council and Chief Executive Officers from the Cities of Wanneroo, Stirling, Swan and Bayswater and the Shire of Gingin

- 2 That the format for the dinner be as follows:

Toast of Welcome	-	Mayor John Bombak JP
Loyal Toast	-	Deputy Mayor, Cr Judi Hurst
Grace	-	Mrs Kerry Bombak
Entrée		
Main Course		
Christmas Address	-	Mayor John Bombak JP
Response by a Community Representative		
Dessert/Coffee		

The Committee agreed that the President of the Joondalup Business Association be invited to provide a response from the community.

- 3 Marketing to investigate options for gifts for those attending the function.
- 4 That suitable entertainment for the function be booked by Marketing Services.

CHRISTMAS CARDS

Design

A brochure depicting various designs for Christmas cards produced by UNICEF Australia was submitted to the Committee.

The Committee requested that further designs for Christmas cards be submitted to the next meeting of the House Committee.

The Committee requested that a montage of the City's Christmas lights would be an appropriate design for next year's Christmas card.

Greeting

The Committee agreed that the greeting for the cards would read as follows;

Wishing you a Merry Christmas and a
safe and prosperous New Year from the Mayor,
Councillors and Staff of the City of Joondalup

GENERAL BUSINESS

The Committee requested that an appreciation function be held for representatives of the Voluntary Marine Rescue Services of Whitfords and Two Rocks and representatives of the Joondalup/Wanneroo State Emergency Service.

It was also agreed that the 11 community representatives on Council Committees be invited to attend the function.

MOVED Cr Kimber, SECONDED Cr Kenworthy that an appreciation function would be held for representatives of the Voluntary Marine Rescue Services of Whitfords and Two Rocks, representatives of the Joondalup/Wanneroo State Emergency Service and community representatives on Council Committees.

The Motion was Put and

CARRIED

The Committee discussed the possibility of replacing the vacant position on the Committee created by the resignation of Cr Tanya Barnett. The Committee agreed that the membership of the Committee would remain at five with the quorum being reduced to three members.

MOVED Cr Kimber, SECONDED Cr Kenworthy that the vacant position on the Committee not be filled and that the Committee quorum be reduced to three members.

The Motion was Put and

CARRIED

The Committee requested that Marketing Services investigate the possibility of hosting sundowners for staff in the Council Bar every third Friday of the month between 5pm and 7pm.

DATE OF NEXT MEETING

The next meeting of the House Committee will be held on **Wednesday 24 October 2001, commencing at 6.00pm.**

CLOSURE

There being no further business, the Chairperson declared the meeting closed at 2005 hrs.