

## CITY OF JOONDALUP

### MINUTES OF THE CONSERVATION ADVISORY COMMITTEE HELD IN CONFERENCE ROOM 2, CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON WEDNESDAY 29 NOVEMBER 2006

#### ATTENDANCE

##### **Committee Members:**

<i>Cr Steve Magyar</i>	<i>Presiding Person</i>
<i>Cr Sue Hart</i>	
<i>Cr Brian Corr</i>	
<i>Mrs Marilyn Zakrevsky</i>	
<i>Ms Phyllis Robertson</i>	<i>Community Representative</i>
<i>Dr Marjorie Aphorpe</i>	<i>Community Representative</i>
<i>Mr Ralph Henderson</i>	<i>Community Representative</i>
<i>Mrs Wendy Herbert</i>	<i>Community Representative</i>
<i>Mr Barry Fitzsimmons</i>	<i>Community Representative</i>
<i>Mr John Chester</i>	<i>Community Representative</i>
<i>Ms Alice Stubber</i>	<i>Community Representative</i> <i>Arrived at 1820 hrs</i>

##### **Employees:**

<i>Mr Murray Ralph</i>	<i>Manager, Infrastructure Management Services</i>
<i>Mr Keith Armstrong</i>	<i>Conservation Coordinator</i>
<i>Ms Jerilee Highfield</i>	<i>Administration Officer</i>

##### **Guest:**

<i>Mr G McMullins</i>	<i>Friends of Craigie Bushland</i>
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#### DECLARATION OF OPENING

The Presiding Person declared the meeting open at 1808 hrs

#### APOLOGIES/LEAVE OF ABSENCE

<i>Cr John Park</i>	
<i>Cr Michele John</i>	
<i>Ms Sue Bailey</i>	<i>Community Representative</i>

*Ms A Stubber entered the Room at 1820 hrs*

**CONFIRMATION OF MINUTES****CONSERVATION ADVISORY COMMITTEE MEETINGS HELD ON 25 OCTOBER 2006**

**MOVED J Chester SECONDED B Fitzsimmons that the Minutes of the Conservation Advisory Committee held on the 25 October 2006 be confirmed as true and correct subject to the following amendment on page ten of the Minutes that: "6. That Council NOTES that a buffer of un-irrigated grass surrounding remnant bushland islands in parks is desirable to protect the bushland from grass encroachment."**

**The Motion was Put and**

**CARRIED UNANIMOUSLY (11/0)**

**In favour of the Motion:** Crs Magyar, Hart, Corr, Mrs M Zakrevsky, Ms P Robertson, Dr M Apthorpe, Mr R Henderson, Mrs W Herbert, Mr B Fitzsimmons, Mr J Chester, Ms A Stubber

**ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

The Presiding Person requested Officers to amend the Conservation Advisory Committee's Terms of Reference to reflect the recent Council Resolution that removed the words "when requested" from the document.

The Presiding Person requested Officers to provide Committee Members with background information pertaining to the City's Key performance Indicators that are currently operating within the management of the City's Natural Areas.

**DECLARATIONS OF INTERESTS**

Nil

**IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY SIT BEHIND CLOSED DOORS**

Nil

**PETITIONS AND DEPUTATIONS**

Nil

**ITEM 1            CJ174-10/06 - REVIEW OF ADVISORY COMMITTEES OF COUNCIL – (15058)****WARD:**                    All**RESPONSIBLE  
DIRECTOR:**            Mr David Djulbic  
                                 Infrastructure Services

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**PURPOSE**

To introduce to the Conservation Advisory Committee the above report.

**EXECUTIVE SUMMARY**

At the Council Meeting held on 10 October 2006, the report titled "Review of Advisory Committees of Council" was considered. The report examined the future operations of the City's Advisory Committees, these being the Conservation Advisory Committee, the Seniors Interest Advisory Committee and the Sustainability Advisory Committee.

Council resolved at the 10 October 2006 meeting as follows:

*"4    REFERS Report CJ174-10/06 to the Committees for their information and comment."*

**BACKGROUND**

This Report was presented to the 25 October 2006 Conservation Advisory Committee, the item was deferred to the 29 November 2006 Committee Meeting.

Council currently operates with three Advisory Committees which contain both Council members and members of the public. These are the:

- Sustainability Advisory Committee (SAC) - established to provide advice on actions to promote sustainability.
- Conservation Advisory Committee (CAC) – established to provide advice on the conservation and management of the City's natural biodiversity.
- Seniors' Interest Advisory Committee (SIAC) – established to ensure the concerns of seniors are relayed to the City.

**DETAILS**

In accordance with the Local Government Act 1995, the Current Council appointed members to the three Advisory Committees. However it is now considered timely to review the operations of the Committees.

The presentation of the Report to the October 2006 meeting forms part of this review.

**Issues and options considered:**

Not Applicable.

**Link to Strategic Plan:**

Strategy 2.1.1 - Maintain and protect natural assets to retain biodiversity.

**Risk Management considerations:**

Not Applicable.

**Financial/Budget Implications:**

Not Applicable.

**Policy Implications:**

Not Applicable.

**Regional Significance:**

Not Applicable.

**Sustainability Implications:**

Not Applicable.

**Consultation:**

The tabling of the report titled 'Review of Advisory Committees of Council'.

**COMMENT**

Council has determined that the report titled 'Review of Advisory Committees of Council' be referred to the Conservation Advisory Committee for information and comment. This document forms the attachment to this report.

**ATTACHMENTS**

Attachment 1 Report CJ 174-10/06 Members and Terms of Reference for Sustainability Advisory Committee, Conservation Advisory Committee and Seniors' Interests Advisory Committee

**VOTING REQUIREMENTS**

Simple Majority.

**OFFICER'S RECOMMENDATION**

That the Report CJ174-10/06 – Review of Advisory Committees of Council be tabled for consideration at the 29 November 2006 Meeting of the Conservation Advisory Committee for information and comment.

**MOVED B Fitzsimmons, SECONDED A Stubber that the Conservation Advisory Committees comments on the report titled Review of Advisory Committees of Council as follows:**

1. Conservation Advisory Committee supports a maximum of 5 Councillors to sit on each of the Council Advisory Committees.
2. Conservation Advisory Committee recommends that the optimum number of Members of each Advisory Committees should be 15 including a maximum of 5 Councillors.
3. Conservation Advisory Committee community representatives recommend the Conservation Advisory Committee to continue with its current format with the addition of quarterly onsite meetings.
4. Conservation Advisory Committee recommend that the Friends Groups and the City use the structure of the Natural Areas Friends Manual to form the structure of the City's interaction with Friends groups. The Conservation Advisory Committee recommends quarterly forums for all existing friends groups, to network and exchange information between the City including operational staff and friends group. The forums to have a purpose of exchange of information on the agreed works programme on all bushland reserves.
5. The City to provide adequate resources to run the Conservation Advisory Committee, staff should be adequately trained in minute taking and the minutes are processed within the prescribed period and technology to be used to assist the committee in decision-making.
6. Training package to be provided for community members on Advisory Committees.
7. Community representatives' affiliations are to be stated on the agenda and minutes.
8. The procedure for calling reports at the Conservation Advisory Committee shall require the Committee to vote to request the report.
9. The Committee has no objection to other Committee members recommending guest speakers that are specifically relevant to topics of the Committee and subject to resolution of the Committee.
10. Conservation Advisory Committee recommends that Committees be allowed to have a provision for general business section at the Committee meetings.
11. Conservation Advisory Committee has a strategic planning workshop annually to prioritise its work program.

**The Motion was Put and**

**CARRIED UNANIMOUSLY (11/0)**

*In favour of the Motion: Crs Magyar, Hart, Corr, Mrs M Zakrevsky, Ms P Robertson, Dr M Apthorpe, Mr R Henderson, Mrs W Herbert, Mr B Fitzsimmons, Mr J Chester, Ms A Stubber*

## **ITEM 2                    STRATEGIC PLAN KEY PERFORMANCE INDICATORS - [20560]**

**WARD:**                    All

**RESPONSIBLE**    Mr Ian Cowie  
**DIRECTOR:**        Governance and Strategy

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### **PURPOSE**

To seek advice from the Conservation Advisory Committee on the development of Environmental Key Performance Indicators for the Strategic Plan 2003-2008.

### **EXECUTIVE SUMMARY**

The 2005/06 Strategic Plan Key Performance Indicators (KPI) Report was presented to Council on 29 August 2006, in accordance with the Council's reporting framework. Council accepted the report, and requested that Key Focus Area 2 - Caring for the Environment be referred to the Conservation Advisory Committee to develop Key Performance Indicators for the preservation of Joondalup's natural biodiversity. (*Item CJ137 – 08/06 refers*).

### **BACKGROUND**

This Report was presented to the 25 October 2006 Conservation Advisory Committee meeting and then was deferred to the 29 November 2006 CAC Meeting.

The Strategic Plan KPIs are intended to measure progress against the Strategic Plan 2003 – 2008, and reports against the KPIs are provided to the Council on an annual basis. The report is a component of the Corporate Reporting Framework endorsed by Council on 14 December 2004 (*Item CJ307-12/04 refers*).

### **DETAILS**

#### **Issues and options considered:**

The 2005/06 Strategic Plan KPI Report provided Council with information for the period 1 July 2005 to 30 June 2006.

The KPIs link directly to the outcomes and strategies in the Key Focus Areas of:

- Community Wellbeing;
- Caring for the Environment;
- City Development, and
- Organisational Development.

The KPIs are categorised according to their indicator type - social, economic, and/or environmental.

**Link to Strategic Plan:****Key Focus Area 4: Organisational Development**

Outcome: The City of Joondalup is a sustainable and accountable business.

Objective 4.1: To manage the business in a responsible and accountable manner.

Strategy 4.1.2: Develop a corporate reporting framework based on sustainable indicators.

**Key Focus Area 2: Caring for the Environment**

Outcome: The City of Joondalup is environmentally responsible in its activities.

Objective 2.1: Plan and manage our natural resources to ensure environmental sustainability.

Strategy 2.1.1: Maintain and protect natural assets to retain biodiversity.

**Legislation – Statutory Provisions:**

Section 2.7 of the Local Government Act 1995 states:

*The role of the Council:*

(1) *The Council:*

- (a) *directs and controls the local government's affairs; and*
- (b) *is responsible for the performance of the local government's functions.*

**Risk Management considerations:**

The KPI Report provides Council with an overall assessment of progress against the Strategic Plan.

**Financial/Budget Implications:**

Not Applicable.

**Policy Implications:**

The stated objective of Council's Communication Policy 2.3.2 is:

To indicate the City's high level of commitment to public consultation and to provide good, open and accountable government.

**Regional Significance:**

Not Applicable.

**Sustainability Implications:**

The Strategic Plan KPIs have been categorised as social, environmental and/or economic.

**Consultation:**

Not Applicable.

**COMMENT**

The Strategic Plan is due for a major review during 2006/07 and this will include a review of the KPIs against the revised Plan. This process will involve consultation with members of the community and key stakeholders, including the Conservation Advisory Committee.

**ATTACHMENTS**

Attachment 1 Strategic Plan Key Focus Area 2 – Caring for the Environment.

Attachment 2 2005/06 Strategic Plan Key Performance Indicators Performance Report – Key Focus Area 2 - Caring for the Environment.

**VOTING REQUIREMENTS**

Simple Majority.

**OFFICER'S RECOMMENDATION**

That the Conservation Advisory Committee PROVIDES advice to the Council on the development of Key Performance Indicators for the preservation of Joondalup's natural biodiversity.

**MOVED Cr Hart SECONDED P Robertson that Item 2 Strategic Plan Key Performance Indicators be deferred to the next meeting of the Conservation Advisory Committee.**

**The Motion was Put and**

**CARRIED UNANIMOUSLY (11/0)**

*In favour of the Motion: Crs Magyar, Hart, Corr, Mrs M Zakrevsky, Ms P Robertson, Dr M Apthorpe, Mr R Henderson, Mrs W Herbert, Mr B Fitzsimmons, Mr J Chester, Ms A Stubber*

**MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**NIL**

**REQUESTS FOR REPORTS FOR FUTURE CONSIDERATION**

**NIL**



**CLOSURE**

There being no further business, the Presiding Person declared the meeting closed at 2020 hrs.