



# COMMITTEE MEMBERS

## AS AT OCTOBER 2019

*Representatives to the Mindarie Regional Council, Tamala Park Regional Council and the Western Australian Local Government Association North Metropolitan Zone will be appointed at the Special Meeting of Council to be held on Tuesday 22 October 2019.*

***Please Note this is an interim document only.***

*A final version will be produced after the Special Council meeting to be held on Monday 4 November 2019 once membership of Council created committees, external committees, boards, internal groups and panels has been established.*

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## AUDIT AND RISK COMMITTEE

Membership	<u>Members</u>	<u>Deputies</u>
	Mayor Hon. Albert Jacob, JP Cr Christopher May Cr Tom McLean, JP Cr Nige Jones Cr Sophie Dwyer Cr John Logan ** Cr Christine Hamilton-Prime * Mr Richard Thomas – External Member	- Cr Russell Poliwka Cr Kerry Hollywood Cr Philippa Taylor Cr Russ Fishwick, JP Cr John Chester Cr Mike Norman
	* Presiding Member ** Deputy Presiding Member	
<b>Role of the Committee</b>	<p>The role of the Audit and Risk Committee is to:</p> <ol style="list-style-type: none"> <li>1 guide and assist the City in carrying out its functions:               <ul style="list-style-type: none"> <li>• under Part 6 - Financial Management, of the <i>Local Government Act 1995</i></li> <li>• in relation to audits conducted under Part 7 - Audit, of the <i>Local Government Act 1995</i></li> <li>• relating to other audits and other matters related to financial management;</li> </ul> </li> <li>2 review the CEO's report into the appropriateness and effectiveness of a local government's systems and procedures in relation to risk management, internal control and legislative compliance, given to it by the CEO under regulation 17 of the <i>Local Government (Audit) Regulations 1996</i> and:               <ul style="list-style-type: none"> <li>• report to the Council the results of that review</li> <li>• give the Council a copy of the CEOs report;</li> </ul> </li> <li>3 monitor and advise the CEO when the CEO is carrying out functions in relation to a review:               <ul style="list-style-type: none"> <li>• under regulation 17(1) of the <i>Local Government (Audit) Regulations 1996</i></li> <li>• of the appropriateness and effectiveness of the financial management systems and procedures of the City under regulation 5(2)(c) of the <i>Local Government (Financial Management) Regulations 1996</i>;</li> </ul> </li> </ol>	

	4	support the auditor of the City to conduct an audit and carry out the auditor's other duties under the <i>Local Government Act 1995</i> in respect of the City and to oversee the implementation of any actions in accordance with regulation 16(f) of the <i>Local Government (Audit) Regulations 1996</i> ;
	5	review and monitor the internal audit programme and the scope of internal audits.
<b>Quorum</b>	4	
<b>File Reference</b>	107022	
<b>Council updates</b>	CJ042-03/00, CJ282-10/00, JSC03-05/01, CJ167-06/01, JSC07-05/03, CJ002-02/04, CJ137-06/04, JSC01-05/06, CJ205-11/06, CJ066-04/07, JSC03-11/07, CJ296-12/07, CJ205-09/08, C06-02/09, CJ099-05/09, CJ246-11/09, CJ276-12/09, JSC2-11/11, CJ184-09/13, JSC06-11/13, JSC02-11/15; JSC03-11/17; CJ153-08/18, CJ187-10/18	

# CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE

<b>Membership</b>	<p><u>Members</u></p> <p>Mayor Hon. Albert Jacob, JP *</p> <p>Cr Christopher May</p> <p>Cr Tom McLean, JP **</p> <p>Cr Philippa Taylor</p> <p>Cr Russ Fishwick, JP</p> <p>Cr John Chester</p> <p>Cr Mike Norman</p> <p>* Presiding Member ** Deputy Presiding Member</p>	<p><u>Deputies</u></p> <p>-</p> <p>Cr Russell Poliwka</p> <p>Cr Kerry Hollywood</p> <p>Cr Nige Jones</p> <p>Cr Sophie Dwyer</p> <p>Cr John Logan</p> <p>Cr Christine Hamilton-Prime</p>
<b>Role of the Committee</b>	<p>The role of the Chief Executive Officer Performance Review Committee is to:</p> <ul style="list-style-type: none"> <li>• review the Chief Executive Officer's performance in accordance with the appropriate provisions contained within the Chief Executive Officer's Employment Contract;</li> <li>• prepare and table the concluded report, in accordance with the appropriate provisions within the Chief Executive Officer's Employment Contract to Council;</li> <li>• review the Chief Executive Officer's performance on an on-going basis as and when deemed necessary in accordance with the appropriate provisions contained within the Chief Executive Officer's Employment contract;</li> <li>• review the Key Performance Indicators to be met by the Chief Executive Officer;</li> <li>• review the Chief Executive Officer's remuneration package, in accordance with the appropriate provisions within the Chief Executive Officer's Employment Contract;</li> <li>• review the Chief Executive Officer's Employment Contract and make recommendations to Council in relation to varying the contract as and when necessary.</li> </ul>	
<b>Quorum</b>	4	
<b>File Reference</b>	20006	
<b>Council updates</b>	CJ104-06/05, C46-08/05, JSC03-05/06, CJ205-11/06, JSC03-11/07, CJ174-09/08, CJ077-04/09, CJ246-11/09, CJ276-12/09, JSC2-11/11, JSC06-11/13; JSC02-11/15; JSC03-11/17	

# EDGEWATER QUARRY COMMUNITY REFERENCE GROUP (EQCRG)

## Membership

### Members

Mayor Hon. Albert Jacob, JP \*  
Cr Philippa Taylor – North Central Ward  
Cr Nige Jones – North Central Ward

\* Presiding Member  
\*\* Deputy Presiding Member

### Community Representatives

Six members from the suburb of Edgewater:

Jo Baker  
Louis Humberstone  
Margaret Elliott  
Mat Humfrey  
Clayton Sanders  
Laura Hodgen

Five members from City suburbs other than Edgewater:

Thomas Forbes  
Magdalen Purcell  
Carolyn Lindsay  
Moya Jones  
Julie A Andrews

Nine members representing the community or special interest groups:

Jane Burns  
Jason Beltran  
Annette Morey  
Elizabeth Hewitt  
Alexis Anderson  
Alan Crofts  
Bryan Saunders  
Lynda Dawson  
Graeme Trevena

<b>Role of Group</b>	<p>The role of the of the Edgewater Quarry Community Reference Group (EQCRG) shall be to:</p> <ul style="list-style-type: none"> <li>• examine the future options for the Edgewater Quarry site;</li> <li>• assist with the development of a concept plan;</li> <li>• identify and discuss the issues and concerns of the community and stakeholders around the options for the Edgewater Quarry site;</li> <li>• represent the interests of the wider community;</li> <li>• act as a conduit to disseminate information and feedback to and from the wider community;</li> <li>• liaise with extended networks and community groups to facilitate information sharing concerning Edgewater Quarry.</li> </ul> <p>The EQCRG does not have delegated powers, the ability to expend City funds, or the authority to represent the City of Joondalup or implement the EQCRG's recommendations without the approval of Council.</p>
<b>Quorum</b>	
<b>File Reference</b>	37544
<b>Council updates</b>	CJ209-12/17, CJ075-05/18

# MAJOR PROJECTS AND FINANCE COMMITTEE

<b>Membership</b>	<p><u>Members</u></p> <p>Mayor Hon. Albert Jacob, JP *</p> <p>Cr Kerry Hollywood **</p> <p>Cr Philippa Taylor</p> <p>Cr Russell Poliwka</p> <p>Cr Russ Fishwick, JP</p> <p>Cr John Logan</p> <p>Cr Christine Hamilton-Prime</p> <p>* Presiding Member ** Deputy Presiding Member</p>	<p><u>Deputies</u></p> <p>-</p> <p>Cr Tom McLean, JP</p> <p>Cr Nige Jones</p> <p>Cr Christopher May</p> <p>Cr Sophie Dwyer</p> <p>Cr John Chester</p> <p>Cr Mike Norman</p>
<b>Role of the Committee</b>	<p>The role of the Major Projects and Finance Committee is to:</p> <ul style="list-style-type: none"> <li>• oversee the progress of the City's annual capital works program and review of the City's <i>Five Year Capital Works Program</i>;</li> <li>• make recommendations to Council on modifications of capital works projects and major strategic capital projects;</li> <li>• make recommendations to Council on various elements of major strategic capital projects (such as the Ocean Reef Marina, City Centre Office Development and Joondalup Performing Arts and Cultural Facility), including but not limited to: <ul style="list-style-type: none"> <li>○ project scope;</li> <li>○ design elements and core project components;</li> <li>○ development models and financial structures;</li> <li>○ on-going management and utilisation models;</li> </ul> </li> <li>• make recommendations to Council on the services to be provided by the City and the standards of service delivery being cognisant of industry best practice;</li> <li>• oversee the City's financial management activities, funding proposals and long-term strategic financial planning;</li> <li>• make recommendations to Council on reviews and impacts on the City's <i>20 Year Strategic Financial Plan</i>.</li> </ul>	
<b>Quorum</b>	4	
<b>File Reference</b>	107023	
<b>Council updates</b>	JSC02-11/15; JSC03-11/17	



## POLICY COMMITTEE

<b>Membership</b>	<p><u>Members</u></p> <p>Mayor Hon. Albert Jacob, JP  Cr Kerry Hollywood  Cr Nige Jones **  Cr Russell Poliwka  Cr Mike Norman  Cr John Chester  Cr Sophie Dwyer *</p> <p><u>Deputies</u></p> <p>-  Cr Tom McLean, JP  Cr Philippa Taylor  Cr Christopher May  Cr Christine Hamilton-Prime  Cr John Logan  Cr Russ Fishwick, JP</p> <p>* Presiding Member  ** Deputy Presiding Member</p>
<b>Role of the Committee</b>	<p>The role of the Policy Committee is to:</p> <ul style="list-style-type: none"> <li>• make recommendations to Council on the development and review of the City's policies and overall policy framework</li> <li>• 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</li> <li>• collect works of visual art of demonstrable excellence by artists of significance, consistent with the perceived developments in West Australian contemporary art</li> <li>• 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</li> <li>• review the criteria established to determine award winners</li> <li>• oversee the strategic direction of the City's Art Award events, Visual Art Collection and Visual Art Programs.</li> </ul>
<b>Quorum</b>	4
<b>File Reference</b>	103963
<b>Council updates</b>	CJ064-04/05, JSC04-05/06, CJ141-08/06, CJ205-11/06, CJ003-02/07, CJ066-04/07, JSC03-11/07, CJ069-05/08, CJ246-11/09, CJ276-12/09, JSC2-11/11, JSC06-11/13, JSC02-11/15; JSC03-11/17

# STRATEGIC COMMUNITY REFERENCE GROUP

## Membership

### Members

Mayor Hon. Albert Jacob, JP\*  
Cr Russ Fishwick, JP  
Cr John Chester  
Cr Christopher May

\* Presiding Member

### Deputies

Cr Christine Hamilton-Prime  
(1<sup>st</sup> deputy)  
Cr John Logan (2<sup>nd</sup> deputy)  
Cr Russell Poliwka (3<sup>rd</sup> deputy)

### Community Representatives

#### North Ward

Ross Hollet  
Victoria Brimelow

Community Representative  
Deputy Community Representative

#### North Central Ward

Lara Silbert  
Karen Warwick

Community Representative  
Deputy Community Representative

#### Central Ward

Peter Beaton  
Ross Oxwell

Community Representative  
Deputy Community Representative

#### South-West Ward

Brian Yearwood  
Jo Stephens

Community Representative  
Deputy Community Representative

#### South-East Ward

Selina Gates  
David Healy

Community Representative  
Deputy Community Representative

#### South Ward

Dr Susan Elizabeth King  
Tiffany Tonkin

Community Representative  
Deputy Community Representative

<b>Role of the Group</b>	<p>The purpose of the Strategic Community Reference Group is to provide advice to the Council on:</p> <ul style="list-style-type: none"> <li>• matters of significant community interest</li> <li>• strategic initiatives,</li> </ul> <p>as determined by Council.</p>			
<b>Quorum</b>	<p>A quorum for any meeting of the Strategic Community Reference Group shall be no less than two of the four Elected Members and two of the six community members.</p>			
<b>File Reference</b>	102605			
<b>Council updates</b>	<p>CJ112-06/12, CJ214-11/14, CJ052-03/18,</p>	<p>CJ156-08/12, JSC03-11/15;</p>	<p>JSC06-11/13, JSC04-11/17,</p>	<p>CJ015-02/14, CJ199-12/17,</p>

# COMMUNITY BOARD OF ADVICE (JOONDALUP HEALTH CAMPUS)

- External Committee-

<b>Membership</b>	<u>Member</u> Cr Christine Hamilton-Prime  <u>Deputy</u> Cr Sophie Dwyer
<b>Role of the Committee</b>	To provide input into the direction, development and service of the hospital and advice to the Joondalup Health Campus CEO in accordance with the Joondalup Health Campus – DHSA for the treatment of public patients.
<b>Meeting Fees / Allowances</b>	Nil.
<b>File Reference</b>	15395
<b>Council updates</b>	CJ091-04/00, JSC19-05/01, JSC31-05/03, CJ002-02/04, JSC21-05/06, JSC03-11/07, CJ077-04/09, CJ246-11/09, JSC2-11/11, JSC06-11/13, CJ207-10/14, JSC03-11/15; JSC04-11/17
<b>Contact</b>	Ms Angela Smith Executive Assistant Joondalup Health Campus P O Box 242 JOONDALUP WA 6027  Telephone: (08) 9400 9404

# JOONDALUP DESIGN REFERENCE PANEL

## Membership

### Members

Chief Executive Officer or his nominee

#### **Australian Institute of Architects**

Mr Rod Mollet

#### **Planning Institute of Australia**

Ms Jane Bennett

#### **Australian Institute of Landscape Architects**

Mr Robin Burnage

### Deputy Members

#### **Australian Institute of Architects**

Ms Nerida Moredoundt

#### **Planning Institute of Australia**

Mr Chris Melsom

#### **Australian Institute of Landscape Architects**

Vacant

## Role of the Panel

### 1. DEFINITIONS

Council Panel	Council of the City of Joondalup Joondalup Design Reference Panel
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### 2. MEMBERSHIP

The Panel shall consist of the following members:

2.1 1 member and 1 deputy member representing the disciplines of architecture, planning, urban design and landscape architecture from names put forward by each of the following institutions:

- a) Australian Institute of Architects
- b) Planning Institute Australia (PIA)
- c) Australian Institute of Landscape Architecture (AILA)

2.2 The Chief Executive Officer or his nominee as convenor and chair.

### 3. OBJECTIVES

To provide advice to the City on:

- 3.1 All new building development within the City Centre;
- 3.2 Major extensions to existing buildings in the City Centre that impact on the streetscape; and
- 3.3 Major buildings outside of the City Centre (excluding single and grouped dwellings, and extension to commercial or mixed-used buildings that do not significantly affect the streetscape);

Assessment and advice will have a particular focus on the impact of the building on the streetscape and the environmentally sustainable design features of the building.

Note: Applications that are required to be determined by the State Government's Development Assessment Panel (DAP) are excluded and will not be considered by the Joondalup Design reference Panel.

### 4. MANAGEMENT

#### 4.1 Terms of Appointment

Appointments to the Panel shall be by the Council selected from persons nominated by each of the professional institutions referred to in 2.1.

Membership is for a two-year period in line with Council elections. After this two year term, all individuals must stand down. The process of appointment for the subsequent two year period will follow the Council Elections. Members can serve more than one term.

- 4.2 The Chairperson of the Panel will be the Chief Executive Officer.

- 4.3 The Panel or Panel members may be involved in providing advice on a particular proposal either prior to, or following lodgement of a development application.

- 4.4 The attendance and/or participation of all Panel members or their deputies for each application to be assessed is not essential and will depend on the nature of the application and the issues to be considered.

	<p>4.5 Payment</p> <p>The members of the panel representing the professional institutions will be paid a flat fee for the time spent assessing applications, including discussions with the City's officers and applicants.</p>
	<p>5. MEETINGS</p> <p>5.1 Meetings of the Panel shall be convened as required but if required, within sufficient time for the application to meet deadlines for Council meetings.</p> <p>5.2 Advice</p> <p>Notes of all meetings shall be made including the Panel's advice to the Council. That advice will be incorporated in the officer's report on the matter to the Council.</p> <p>Any advice to the Council must have regard to the statutory obligations of the Council.</p>
<b>Quorum</b>	-
<b>File Reference</b>	34172
<b>Council updates</b>	CJ213-09/08, CJ142-06/09, CJ191-11/10, CJ214-11/11, JSC06-11/13, JSC03-11/15; JSC04-11/17

# JOONDALUP LOTTERIES HOUSE INC

- External Committee -

<b>Membership</b>	Coordinator - Community Development
<b>Role of the Committee</b>	To provide secure, affordable accommodation for community organisations in the northern suburbs involved in supporting and/or delivering non-profit human services.
<b>Meeting Fees / Allowances</b>	Nil.
<b>File Reference</b>	29094
<b>Council updates</b>	CJ229-11/98, CJ260-07/99, JSC42-12/99, CJ038-03/00, JSC23-05/01, CJ131-05/01, CJ386-11/01, CJ206-09/02, JSC34-05/03, JSC21-05/06, JSC03-11/07, CJ246-11/09, JSC2-11/11, JSC06-11/13, JSC03-11/15; JSC04-11/17
<b>Contact</b>	<p>Ms Pam Tatan Office Administrator 12/70 Davidson Terrace JOONDALUP WA 6027.</p> <p>Telephone: (08) 9300 2550</p> <p>Email: jlhi@iinet.net.au</p>



# MINDARIE REGIONAL COUNCIL

- External Committee -

<b>Membership</b>	Cr Russ Fishwick, JP Cr Mike Norman
<b>Role of the Committee</b>	To perform designated functions in connection with waste treatment and disposal.
<b>Meeting Fees / Allowances and Technology Expenses</b>	Chairperson: \$36,200 per annum Deputy Chairperson: \$16,193 per annum Member: \$11,300 per annum Alternate Member: \$ 140 per meeting
<b>Directorate</b>	Infrastructure Services
<b>File Reference</b>	03149
<b>Council updates</b>	JSC11-07/98, CJ260-07/99, JSC46-12/99, JSC30-05/01, JSC40-05/03, CJ002-02/04, CJ137-06/04, JSC13-05/06, CJ205-11/06, JSC03-11/07, CJ246-11/09, JSC1-10/11, JSC04-10/13; JSC01-10/15; JSC02-10/17
<b>Contact</b>	Mr Gunther Hoppe, Chief Executive Officer, Mindarie Regional Council, PO Box 538, JOONDALUP DC WA 6919  Mrs Deborah Toward PA Executive Support Mindarie Regional Council Tamala Park Waste Management Facility P O Box 2746 Clarkson WA 6063  Telephone: (08) 9306 6318 Fax: (08) 9306 6399 Email: <a href="mailto:governance@mrc.wa.gov.au">governance@mrc.wa.gov.au</a> Web: <a href="http://www.mrc.wa.gov.au">www.mrc.wa.gov.au</a>

# NORTH WEST DISTRICT PLANNING COMMITTEE

- External Committee -

<b>Membership</b>	Cr Philippa Taylor Cr Christopher May - (deputy)
<b>Role of the Committee</b>	<p>To provide a forum for discussion and recommendation on regional planning issues. The North West District Planning Committee is established in accordance with the provisions of the <i>Planning and Development Act 2005</i>.</p> <p>Note: At its meeting held on 25 August 2009, the Western Australian Planning Commission resolved that the North West District Planning Committee would become an advisory committee with meetings scheduled at the discretion and direction of the WAPC.</p>
<b>Meeting Fees / Allowances</b>	Nil.
<b>File Reference</b>	01080
<b>Council updates</b>	CJ30-07/98, CJ260-07/99, JSC48-12/99, JSC33-05/01, CJ002-02/02, JSC45-05/03, CJ002-02/04, JSC14-05/06, JSC03-11/07, CJ077-04/09, CJ246-11/09, JSC2-11/11, JSC06-11/13, JSC03-11/15; JSC04-11/17
<b>Contact</b>	<p>Ms Michelle Sanfilippo Committee Support Team Leader Office of the Director General Department of Planning Level 5 140 William Street PERTH WA 6000</p> <p>Telephone: (08) 6551 9000</p> <p>Email: <a href="mailto:committees@Planning.WA.gov.au">committees@Planning.WA.gov.au</a></p>

# NORTH-WEST METROPOLITAN JOINT DEVELOPMENT ASSESSMENT PANEL (JDAP)

-External Committee-

<b>Membership</b>	<p><u>Members</u></p> <p>Cr Christine Hamilton-Prime Cr Philippa Taylor</p> <p><u>Alternate Members (Deputy)</u></p> <p>1<sup>st</sup> Cr Sophie Dwyer 2<sup>nd</sup> Nige Jones</p>
<b>Role of the Panel</b>	<p>Development Assessment Panels (DAPS) are responsible for determining development applications where the likely cost of the development exceeds a specified dollar value. For the city of Joondalup, any proposal over \$10 million in value would be determined by the DAP. An applicant may also elect for a development with a value of between \$2 million and \$10 million to be determined by the DAP.</p> <p>The City of Joondalup representatives on the Metropolitan North-West DAP were appointed by the Minister for Local Government for a term expiring 26 April 2020.</p>
<b>Meeting Fees / Allowances</b>	<p>Presiding Member: \$700 per meeting Specialist Members: \$425 per meeting</p> <p>Training Session for DAP Members Attendance: \$400 per session</p> <p>The DAP Member Fees for Form 2 applications heard on their own, either in person or via teleconference, are:</p> <p>Presiding Member: \$100 Specialist Members: \$50</p>
<b>File Reference</b>	09886, 101515
<b>Council updates</b>	CJ060-04/11, CJ120-07/11, JSC2-11/11, CJ002-02/13, JSC06-11/13; CJ010-02/15, JSC03-11/15; CJ006-02/17
<b>Contact</b>	<p>Ms Fiona Sze Senior Committee Support Officer WA Planning Commission Level 5 140 William Street, PERTH WA 6000</p> <p>Telephone: (08) 6551 9651</p> <p>Email: <a href="mailto:Fiona.sze@planning.wa.gov.au">Fiona.sze@planning.wa.gov.au</a> <a href="mailto:daps@planning.wa.gov.au">daps@planning.wa.gov.au</a></p>

# NORTH WESTERN METROPOLITAN REGIONAL ROAD SUB-GROUP

- External Committee -

<b>Membership</b>	Cr John Logan Cr Christine Hamilton-Prime - (deputy) Director Infrastructure Services
<b>Role of the Committee</b>	To review project submissions for the North West region in accordance with the criteria of the Metropolitan Regional Road Program and make funding recommendations to the State Committee of the Metropolitan Regional Road Group.
<b>Meeting Fees / Allowances</b>	Nil.
<b>Directorate</b>	Infrastructure Services
<b>File Reference</b>	02416
<b>Council updates</b>	CJ30-07/98, CJ260-07/99, JSC50-12/99, JSC34-05/01, JSC48-05/03, CJ002-02/04, JSC20-05/06, CJ066-04/07, JSC03-11/07, CJ246-11/09, JSC2-11/11, JSC06-11/13, JSC03/11/15, JSC04/11/17
<b>Contacts</b>	Ms Kathryn Siegert Metropolitan Roads Program Coordinator Main Roads WA PO Box 6202 EAST PERTH WA 6892  <a href="mailto:mrrg@mainroads.wa.gov.au">mrrg@mainroads.wa.gov.au</a>  Tel: (08) 13 81 38

# TAMALA PARK REGIONAL COUNCIL

- External Committee -

<b>Membership</b>	<p><u>Members</u> Cr John Chester Cr Nige Jones</p> <p><u>Deputies</u> First Alternate Member - Cr Sophie Dwyer Second Alternate Member - Cr Christine Hamilton-Prime</p>
<b>Role of the Committee</b>	The Tamala Park Regional Council was established for the development of approximately 165 hectares of Lot 118 Mindarie.
<b>Meeting Fees / Allowances</b>	<p>Chairperson \$35,546 per annum Deputy Chairperson: \$15,420 per annum Member: \$10,455 per annum</p>
<b>Directorate</b>	Corporate Services
<b>File Reference</b>	41196
<b>Council updates</b>	CJ202-09/05, JSC16-05/06, CJ205-11/06, JSC03-11/07, C63-09/08, CJ246-11/09, CJ040-03/10, JSC1-10/11, JSC2-11/11, JSC04-10/13, JSC04-10/13, CJ181-10/14; JSC01-10/15; JSC02-10/17
<b>Contact</b>	<p>Mrs Vicki Wesolowski Executive Assistant to CEO Tamala Park Regional Council P O Box 655 INNALOO WA 6918</p> <p>Telephone: 9205 7502 Web: <a href="http://www.tamalapark.wa.gov.au">www.tamalapark.wa.gov.au</a></p> <p>Mr Tony Arias Chief Executive Officer Tamala Park Regional Council Unit 2 369 Scarborough Beach Road INNALOO WA</p>

# WA LOCAL GOVERNMENT ASSOCIATION NORTH METROPOLITAN ZONE

<b>- External Committee - Membership</b>	<p><u>Members</u>  Cr Russ Fishwick, JP #  Cr Nige Jones ##  Cr Christopher May  Cr Mike Norman</p> <p><u>Deputies</u>  First Alternate Member - Cr Christine Hamilton-Prime  Second Alternate Member - Cr Sophie Dwyer</p> <p># City's representative on the WALGA State Council  ## Deputy on the WALGA State Council</p>
<b>Role of the Committee</b>	<p>The North Metropolitan Zone is comprised of the three north metropolitan local governments, these being the Cities of Joondalup, Stirling and Wanneroo. The Zone is a WA Local Government Association (WALGA) endorsed forum that deals with issues that affect the Zone members both regionally and operationally as local governments. Matters of concern that affect the Zone are forwarded to WALGA for consideration.</p>
<b>Meeting Fees / Allowances</b>	<p>Nil.</p>
<b>Directorate</b>	<p>Governance and Strategy</p>
<b>File Reference</b>	<p>60514, 00033</p>
<b>Council updates</b>	<p>CJ30-07/98, CJ244-11/98, CJ260-07/99, JSC45-12/99, JSC28-05/01, JSC52-05/03, CJ002-02/04, JSC12-05/06, CJ066-04/07, JSC03-11/07, CJ077-04/09, CJ246-11/09, CJ065-04/10, JSC2-11/11, JSC04-10/13; JSC01-10/15; JSC02-10/17</p>
<b>Contact</b>	<p>Margaret Degebrodt - Governance Support Officer  Western Australian Local Government Association  15 Altona Street, West Perth WA 6005  PO Box 1544, West Perth WA 6872  Tel: 9213 2013  Fax: 9322 2611  Email: <a href="mailto:mdegebrodt@walga.asn.au">mdegebrodt@walga.asn.au</a>  Website: <a href="http://www.walga.asn.au">http://www.walga.asn.au</a></p> <p>Ana Fernandez - Executive Officer - Governance and Strategy  Western Australian Local Government Association  15 Altona Street, West Perth, WA 6005  PO Box 1544, West Perth WA 6872  Tel: +61 8 9213 2013  Fax: +61 8 9322 2611  Email: <a href="mailto:jdone@walga.asn.au">jdone@walga.asn.au</a></p>

# WANNEROO/JOONDALUP LOCAL EMERGENCY MANAGEMENT COMMITTEE

- External Committee -

<b>Membership</b>	Cr Christopher May Cr Christine Hamilton-Prime – (deputy) Manager Asset Management Emergency Management Officer Principal Environmental Health Officer
<b>Role of the Committee</b>	The Wanneroo/Joondalup Local Emergency Management Committee deals with emergency management within the areas/suburbs contained within the City of Wanneroo and the City of Joondalup.
<b>Meeting Fees / Allowances</b>	Nil.
<b>Directorate</b>	Infrastructure Services
<b>File Reference</b>	09151, 48543
<b>Council updates</b>	CJ024-02/10, JSC2-11/11, JSC06-11/13, JSC03-11/15; JSC04-11/17
<b>Contact</b>	Contact from November 2019 to October 2021 City of Wanneroo to Chair  Mr Derrick Briggs Emergency Management Officer City of Joondalup P O Box 90 JOONDALUP WA 6919  Telephone: 9400 4113  Email: <a href="mailto:derrick.briggs@joondalup.wa.gov.au">derrick.briggs@joondalup.wa.gov.au</a>

# YELLAGONGA REGIONAL PARK COMMUNITY ADVISORY COMMITTEE

- External Committee -

<b>Membership</b>	Cr Christine Hamilton-Prime Cr Nige Jones – (deputy) Team Leader Natural Areas
<b>Role of the Committee</b>	The Yellagonga Regional Park Community Advisory Committee was established by the Department of Environment and Conservation to provide a regular forum to hear public opinion and exchange advice on management issues affecting the park. The Committee assists in implementing the Yellagonga Regional Park Management Plan and projects lists for the park.
<b>Meeting Fees / Allowances</b>	Nil.
<b>Directorate</b>	Infrastructure Services
<b>File Reference</b>	29109
<b>Council updates</b>	CJ79-08/98, CJ260-07/99, JSC54-12/99, JSC39-05/01, JSC55-05/03, CJ002-02/04, JSC21-05/06, CJ066-04/07, JSC03-11/07, CJ246-11/09, JSC2-11/11, JSC06-11/13, JSC03-11/15; JSC04-11/17
<b>Contact</b>	Ms Lorie-Ann Shibish Regional Parks Community Liaison Officer Department of Environment & Conservation Locked Bag 104 BENTLEY DC WA 6983  Telephone: 9442 0310  Email: <a href="mailto:lorie-ann.shibish@dbca.wa.gov.au">lorie-ann.shibish@dbca.wa.gov.au</a>



## **JOONDALUP DESIGN REFERENCE PANEL TERMS OF REFERENCE**

### **1. DEFINITIONS**

Council	Council of the City of Joondalup
Panel	Joondalup Design Reference Panel

### **2. MEMBERSHIP**

The Panel shall consist of the following members:

- 2.1. 1 member and 1 deputy member representing the disciplines of architecture, planning, urban design, and landscape architecture from names put forward by each of the following institutions:

- a) Australian Institute of Architects
- b) Planning Institute Australia (PIA)
- c) Australian Institute of Landscape Architecture (AILA)

- 2.2. The Chief Executive Officer or his nominee as convenor and chair

### **3. OBJECTIVES**

To provide advice to the City on:

- 3.1 All new building development within the City Centre, with the exception of all single houses and developments of less than 10 grouped or multiple dwellings;
- 3.2 Major extensions to existing buildings in the City Centre that impact on the streetscape;
- 3.3 Major building development outside of the City Centre including:
- all multiple dwelling applications
  - grouped dwelling applications of five or more dwellings
  - new commercial and/or mixed use developments (excluding additions that do no significantly impact on the street or adjoining properties);
  - any other development that has the potential to significantly alter the streetscape, adjoining properties or character of the locality as determined by the Director Planning and Community Development

Assessment and advice will have a particular focus on the impact of the building on the streetscape and the environmentally sustainable design features of the building.

Note: Applications that are required to be determined by the State Government's Development Assessment Panel (DAP) will be presented to the JDRP for consideration prior to a comprehensive assessment being undertaken in order to ensure DAP timeframes are satisfied so far as is possible.

#### 4. MANAGEMENT

##### 4.1 Terms of Appointment

Appointments to the Panel shall be by the Council selected from persons nominated by each of the professional institutions referred to in 2.1.

Membership is for a two-year period in line with Council elections. After this two year term, all individuals must stand down. The process of appointment for the subsequent two year period will follow the Council Elections. Members can serve more than one term.

##### 4.2 The Chairperson of the Panel will be the Chief Executive Officer.

##### 4.3 The Panel or Panel members may be involved in providing advice on a particular proposal either prior to, or following lodgement of a development application.

##### 4.4 The attendance and/or participation of all Panel members or their deputies for each application to be assessed is not essential and will depend on the nature of the application and the issues to be considered.

##### 4.5 Payment

The members of the panel representing the professional institutions will be paid a flat fee for the time spent assessing applications, including discussions with the City's officers and applicants.

#### 5. MEETINGS

##### 5.1 Meetings of the Panel shall be convened monthly at a regular time in order to provide certainty to applicants and to enable design review early in the application assessment process. Where no applications are required to be considered by the JDRP in any given month, the meeting shall be vacated. Where more applications are received than can be considered by the JDRP at a scheduled meeting, additional meetings may be convened by the City if required, in order to meet report deadlines for Council or DAP meetings.

##### 5.2 Advice

Notes of all meetings shall be made including the Panel's advice to the Council or DAP. That advice will be incorporated in the officer's report on the matter to the Council or DAP.

Any advice to the Council or DAP must have regard to the statutory obligations of the Council or DAP.

Creation date: June 2009

Amendments: CJ191-11/10; CJ214-11/11; CJ084-04/14; CJ056-04/18

# Strategic Community Reference Group

## Terms of Reference

### 1. Name

The name of the Reference Group shall be the Strategic Community Reference Group.

### 2. Aims and Objectives

The purpose of the Strategic Community Reference Group is to provide advice to the Council on:

- Matters of significant community interest;
- Strategic initiatives;

as determined by the Council.

### 3. Membership

The Strategic Community Reference Group will consist of the following:

#### 3.1 Elected Members

A maximum of four Elected Members with one Elected Member nominated as Presiding Member.

#### 3.2 Community Members

**3.2.1** A maximum of two community members from each of the six wards of the district (to be selected by the Council from nominations received). Criteria for the selection will be based on the individual's interest, experience and/or qualifications in issues pertaining to the City of Joondalup community, in general.

**3.2.2** Community Member places will be advertised and interested residents/ratepayers will be requested to submit an Expression of Interest addressing specific criteria outlined in the Expression of Interest Form.

**3.2.3** Information on the Strategic Community Reference Group and the call for Expressions of Interest will also be sent to ratepayer groups in each ward.

**3.2.4** Final selection for serving on the Strategic Community Reference Group will be determined by Council.

### 3.3 Experts

**3.3.1** Up to four temporary places will be available for suitably qualified professionals who can provide expert advice/information as necessary.

**3.3.2** The Strategic Community Reference Group has the authority to second the suitably qualified professionals referred to in 3.3.1 above from outside of the Reference Group on a voluntary basis for their expert advice where required.

### 3.4 Community Ward Representation

If an item referred to the Strategic Community Reference Group is within a specific location, the Council may consider that additional temporary places be made available for ratepayer groups in the relevant Ward.

### 3.5 Terms of Membership

The term of membership will be for two years commencing on 1 December and concluding in October in line with the ordinary Council election cycle.

### 3.6 City Officers

The Chief Executive Officer or representative will attend meetings of the Strategic Community Reference Group to represent matters to be presented with other Officers to be invited as required depending on the agenda issue, and City Officers will provide technical advice and support where required and are not members of the Strategic Community Reference Group.

## 4. Meetings

**4.1** The Strategic Community Reference Group shall convene no more than two meetings to consider an individual issue.

**4.2** A quorum for any meeting of the Strategic Community Reference Group shall be no less than two of the four Elected Members and four of the twelve community members.

**4.3** The Presiding Member will preside at all meetings and is responsible for the proper conduct of the meetings. In his/her absence the role of Presiding Member will be assumed by any of the other three Elected Members nominated to the Strategic Community Reference Group by the Council.

## 5 Agendas

- 5.1** The City will determine the Agenda for each meeting in accordance with the Work Plan for the Strategic Community Reference Group endorsed by the Council.
- 5.2** All meetings shall be confined to the items listed on the Work Plan unless the Council determines that additional matters be referred to the Strategic Community Reference Group.
- 5.3** The meetings of the Strategic Community Reference Group cannot call for reports outside of the Work Plan or items referred to it by Council.
- 5.4** Work Plans will be developed annually by City officers and endorsed by the Council taking account of the City's strategic planning objectives, annual priorities as per the Annual Plan, or other City Plans or initiatives.

## 6 Notes of Meetings

City staff will maintain notes of the items discussed at each meeting and the outcomes from the Strategic Community Reference Group discussions. The notes may be used as the basis for further action by the City on an item.

## 7 Insurances

The City shall arrange all insurances affecting the Strategic Community Reference Group in discharging the normal course of its duties and for any associated public liability.

## 8 Management

- 8.1** The Strategic Community Reference Group has no delegated powers or authority to:
  - 8.1.1** Represent the City of Joondalup.
  - 8.1.2** Implement Strategic Community Reference Group recommendations without approval of the Council.
  - 8.1.3** Commit Council to the expenditure of funds.
- 8.2** Strategic Community Reference Group Members must comply with the City's Code of Conduct.

## 9 Tenure of Appointment

If a member fails to attend three consecutive meetings of the Strategic Community Reference Group his/her appointment shall be automatically terminated unless leave of absence has been granted.

# Expressions of Interest (EOI) for the Edgewater Quarry Community Reference Group Terms of Reference

## 1. Name

The name of the Reference Group shall be the Edgewater Quarry Community Reference Group (EQCRG).

## 2. Role

The role of the EQCRG shall be to:

- examine the future options for the Edgewater Quarry site;
- assist with the development of a concept plan;
- identify and discuss the issues and concerns of the community and stakeholders around the options for the Edgewater Quarry site;
- represents the interests of the wider community;
- act as a conduit to disseminate information and feedback to and from the wider community; and
- liaise with extended networks and community groups to facilitate information sharing concerning Edgewater Quarry.

Members of the EQCRG are required to:

- possess a willingness to contribute positively to meetings in a fair and unbiased manner;
- consider a broad range of views that reflect the diversity of the community;
- encourage participation from the community and provide feedback to the EQCRG;
- comply with the City's Code of Conduct\* and;
- commit to the EQCRG for the required term.

The EQCRG does not have delegated powers, or the authority to represent the City of Joondalup or implement the EQCRG's recommendations without the approval of Council.

## 3. Membership

Membership of the EQCRG will consist of a total of 23 members with a maximum of 20 community representatives made up of the following:

### 3.1 Elected Members

His Worship the Mayor and both the North Central Ward Councillors, each with nominated deputies.

### 3.2 Community Members

Expressions of Interest (EOI) will be called seeking nominations for the EQCRG from the community and stakeholders. Council will approve the selection which will be based on the information contained in the completed nomination forms.

The aim for the membership of the EQCRG is to have a diverse representation from both the community and stakeholders within the following parameters:

- a maximum of six ratepayers or residents from the suburb of Edgewater; and
- five ratepayers or residents from other City suburbs.

To achieve a wide-range community participation, the nine remaining places of the EQCRG are to nominated representatives from community or special interest groups, for example:

- groups that have an interest in recreation pursuits that they consider are suitable for the Edgewater Quarry site including adventure, accessible and nature-based play areas;
- residents' associations; and
- regional representation.

## 3.3 Term of Membership

The term of membership of the EQCRG community members will be until 31 October 2019. Near the end of the term, a report will be submitted to Council on the progress towards the development of a concept plan, the effectiveness of the EQCRG and the need, if any, for a further term.

## 3.4 Meetings

Meeting of the EQCRG will be no more than once every two months with other forms of communication considered outside of the scheduled meeting times. Agendas, meeting notes and actions plans will form part of the meetings.

The Presiding Member or nominated deputy will preside at all EQCRG meetings and be responsible for the proper conduct of the meetings.

## 3.5 City Officers

The Chief Executive Officer or a nominated deputy will attend meetings of the EQCRG to represent the City's position. Other City Officers will be in attendance as and when required and are not members of the EQCRG.

## 3.6 Experts

Suitably qualified experts who can provide advice/information will be invited to attend EQCRG members at the discretion of the Presiding Member.

## 4. Insurances

The City shall arrange all insurances affecting the EQCRG in discharging the normal course of its involvement and for any associated public liability.