



# City of Belmont

## SPECIAL COUNCIL MEETING

# MINUTES

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18 October 2021

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### **TABLED ATTACHMENTS INDEX**

**Tabled Attachment 1 – Item 3 refers**

**MINUTES OF THE SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, CITY OF BELMONT CIVIC CENTRE, 215 WRIGHT STREET, CLOVERDALE ON MONDAY, 18 OCTOBER 2021 COMMENCING AT 6.30PM.**

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**MINUTES**

**PRESENT**

Cr P Marks, Mayor (Presiding Member)	East Ward
Cr R Rossi, JP, Deputy Mayor	West Ward
Cr M Bass	East Ward
Cr B Ryan	East Ward
Cr N Carter	South Ward
Cr J Davis	South Ward
Cr S Wolff	South Ward
Cr G Sekulla, JP	West Ward
Cr D Sessions	West Ward

**IN ATTENDANCE**

Mr J Christie	Chief Executive Officer
Ms M Bell	Director Corporate and Governance
Ms M Reid	Director Infrastructure Services
Mr W Loh	Acting Director Development and Communities
Mr J Olynyk, JP	Manager Governance
Mr L Willcock	Manager Economic and Community Development
Mrs M Lymon	Principal Governance and Compliance Adviser
Ms K Spalding	Coordinator Marketing and Communications
Ms D Morton	Media and Communications Adviser
Mrs J Cherry-Murphy	Senior Governance Officer
Mrs H Mark	Governance Officer

**GUESTS**

Mr C Watson, JP	President, Royal Association of Justices, WA
Ms I Watson	

**MEMBERS OF THE GALLERY**

There were 14 members of the public in the gallery and no press representative.

## 1. OFFICIAL OPENING

**6.30pm** The Chief Executive Officer welcomed all those in attendance and declared the meeting open.

The Chief Executive Officer read aloud the Acknowledgement of Country.

***Before I begin I would like to acknowledge the Noongar Whadjuk people as the Traditional Owners of this land and pay my respects to Elders past, present and emerging. I further acknowledge their cultural heritage, beliefs, connection and relationship with this land which continues today.***

The Chief Executive Officer invited Cr Wolff to read aloud the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers. Cr Wolff read aloud the affirmation.

**Affirmation of Civic Duty and Responsibility**  
***I make this Affirmation in good faith and declare that I will duly, faithfully, honestly, and with integrity fulfil the duties of my office for all the people in the City of Belmont according to the best of my judgment and ability. I will observe the City's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.***

## 2. SWEARING-IN OF NEWLY ELECTED COUNCILLORS

The Chief Executive Officer invited Mr Watson JP to conduct the Swearing-in Ceremony of the newly elected Councillors:

- Ms Natalie Carter made an Elected Member Declaration to take the Office of East Ward Councillor for a term of four years.
- Ms Jenny Davis made an Elected Member Declaration to take the Office of West Ward Councillor for a term of four years.
- Mr Bernie Ryan made an Elected Member Declaration to take the Office of West Ward Councillor for a term of four years.
- Mr George Sekulla made an Elected Member Declaration to take the Office of South Ward Councillor for a term of four years.
- Ms Deborah Sessions made an Elected Member Declaration to take the Office of South Ward Councillor for a term of four years.

### 3. REPORT OF THE RETURNING OFFICER BIENNIAL ELECTION – 2021

#### ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Tabled Attachment 1 – Item 3 refers	<a href="#">Returning Officer Election Report</a>

The Chief Executive Officer advised that the Returning Officer, Ms Diane Gearon was an apology for the meeting. The Returning Officer Election Report was tabled for Council's information (refer [Tabled Attachment 1](#)).

#### SEKULLA MOVED, ROSSI SECONDED

*That the Returning Officer Election Report as provided under [Tabled Attachment 1](#) be received and accepted.*

**CARRIED 9 VOTES TO 0**

### 4. APOLOGIES AND LEAVE OF ABSENCE

Ms J Gillan (Apology) Director Development and Communities  
Ms D Gearon (Apology) Returning Officer, Western Australian Electoral Commission

### 5. DECLARATIONS OF INTEREST

#### 5.1 FINANCIAL INTERESTS

Nil.

#### 5.2 DISCLOSURE OF INTEREST THAT MAY CAUSE A CONFLICT

Nil.

### 6. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION) AND DECLARATIONS BY MEMBERS

#### 6.1 ANNOUNCEMENTS

Nil.

**6.2 DISCLAIMER**

Nil.

**6.3 DECLARATIONS BY MEMBERS WHO HAVE NOT GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPERS PRESENTLY BEFORE THE MEETING**

Nil.

**7. PUBLIC QUESTION TIME**

**7.1 QUESTIONS FROM MEMBERS OF THE PUBLIC**

**6.41pm** The Chief Executive Officer drew the public gallery's attention to the rules of Public Question Time as written in the Public Question Time Form. In accordance with rule (I), the Chief Executive Officer advised that he had registered no members of the public who had given prior notice to ask questions.

The Chief Executive Officer invited members of the public who had yet to register their interest to ask a question to do so. No further registrations were forthcoming and the Chief Executive Officer declared Public Question Time closed.

## 8. ELECTION OF MAYOR AND DEPUTY MAYOR

Election of office bearers will be conducted in accordance with the *Local Government Act 1995*. In particular, Schedules 2.3 and 4.1 of the *Local Government Act 1995*, the *Local Government (Administration) 1996* and the *Local Government (Constitution) Regulations 1998* will be adhered to. Please note:

- The election of the Mayor will be conducted by the Chief Executive Officer.
- The election of the Deputy Mayor will be conducted by the Mayor.
- Nominations for the office are to be emailed or given to the Chief Executive Officer prior to the close of nominations, using the appropriate Nomination Form for [Mayor](#) or [Deputy Mayor](#). The close of nominations will be announced by the Chief Executive Officer at this point in the Special Council Meeting, giving sufficient time after the announcement and before the closure, for any final nominations to be made.
- If an Elected Member is nominated by another Elected Member, the Chief Executive Officer is not to accept the nomination unless the nominee has advised the Chief Executive Officer, orally or in writing, that he or she is willing to be nominated for the Office.
- If required, Elected Members are to vote on the matter by secret ballot, using the first past the post system (ie: place a single tick against their favoured candidate).
- Ballot papers will be prepared, with the order of the names being alphabetical (by surname). All ballot papers will be initialled (for authentication) by the Chief Executive Officer before being provided to Elected Members.
- Elected Members are to mark the ballot paper in such a manner that it cannot be seen by anyone else and return it to the Chief Executive Officer. Spoilt ballot papers can be replaced.
- The Chief Executive Officer will declare the result of the ballot to the meeting. The declaration will include the names of the candidates and the name and term of office of the candidate declared elected.
- All records (as defined by Regulation) of the election will be secured and retained for at least four years.

It should be noted that if after the count of the above mentioned votes there is an equality between two or more candidates, the count is to be discontinued and in the case of the Mayor, the meeting is to be adjourned for not more than seven days. In the case of the Deputy Mayor, the matter is to be deferred to be dealt with at a future meeting, scheduled within the next seven days.

If an adjournment is required (as outlined above) any nomination for the office of Mayor or Deputy Mayor may be withdrawn and further nominations may be made before or when the meeting resumes.

If at the conclusion of the second count an equality of votes still remains, the Chief Executive Officer (in the case of the Mayor position) or the Mayor (in the case of the Deputy Mayor position) is to draw lots to determine which Councillor is to be elected Mayor/Deputy Mayor.

### **8.1 ELECTION OF MAYOR**

The Chief Executive Officer advised that one written nomination for the Office of Mayor had been received, this being for Cr Marks and called for further nominations for the Office of Mayor.

No further nominations were received. The Chief Executive Officer closed nominations.

The Chief Executive Officer declared Cr Marks elected unopposed for the position of Mayor.

### **8.2 DECLARATION OF OFFICE BY NEWLY ELECTED MAYOR**

Mr Watson JP conducted the swearing-in ceremony.

Cr Marks made an Elected Member Declaration to take the Office of Mayor for a term of two years. The Mayor assumed the Chair.

### **8.3 ELECTION OF DEPUTY MAYOR**

The Presiding Member advised that two written nominations for the Office of Deputy Mayor had been received, these being for Cr Sekulla and Cr Rossi and called for further nominations for the Office of Deputy Mayor.

No further nominations were received. The Presiding Member closed nominations.

An election for the Office of Deputy Mayor was conducted and ballot papers were distributed to all Elected Members to cast their vote.

The Presiding Member declared the successful candidate as Cr Rossi, who was duly elected as Deputy Mayor.

### **8.4 DECLARATION OF OFFICE BY NEWLY ELECTED DEPUTY MAYOR**

Mr Watson JP conducted the swearing-in ceremony.

Cr Rossi made an Elected Member Declaration to take the Office of Deputy Mayor for a term of two years.

## **9. ELECTION OF STANDING COMMITTEES**

The Mayor indicated that he would be exercising his right to Ex-Officio membership of Standing Committees in accordance with section 5.10(4) of the *Local Government Act*.

## 9.1 EXECUTIVE COMMITTEE

### Purpose of Committee

The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference in order to facilitate informed decision making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the Chief Executive Officer (CEO).

### Meeting Information

The Committee shall have flexibility in relation to when it needs to meet, but as a minimum shall meet once a year to undertake the CEO annual Performance Review in accordance with the Employment Contract. It is the responsibility of the Presiding Member to call the meetings of the Committee.

**Executive Committee Membership is as set out below and therefore no appointments are required:**

<b>Membership</b>	<b>Status</b>
Mayor	Presiding Member
Deputy Mayor	Deputy Presiding Member
Presiding Member (Audit and Risk)	
Presiding Member (Community Vision)	
Presiding Member (Environmental)	

## 9.2 STANDING COMMITTEE (AUDIT AND RISK)

### Purpose of Committee:

To assist the Council to discharge its responsibilities with regard to the exercise of due care and diligence in relation to the reporting of financial information, the application of accounting policies, and the management of the financial affairs of the City in accordance with the provisions of the *Local Government Act 1995* and associated Regulations including an assessment of the management of risk.

### Meeting Information:

The Committee shall have flexibility in relation to when it needs to meet, but as a minimum shall meet twice a year. It is the responsibility of the Presiding Member to call the meetings of the Committee.

### Standing Committee (Audit and Risk) 2019-2021 Membership:

Membership	Status	Proxy
Mayor - Ex Officio	Cr Marks	N/A
East Ward Councillor	Cr Bass**	Cr Ryan
South Ward Councillor	Cr Davis*	Cr Powell
West Ward Councillor	Cr Sekulla	Cr Cayoun
Independent Member	Mr Ron Back	N/A

\* Presiding Member

\*\* Deputy Presiding Member

The Presiding Member called for nominations to the positions on the Standing Committee (Audit and Risk). The following nominations were received:

- Cr Bass – East Ward (Member)
- Cr Ryan – East Ward (Proxy Member)
  
- Cr Davis – South Ward (Member)
- Cr Carter – South Ward (Proxy Member)
  
- Cr Rossi– West Ward (Member)
- Cr Sekulla – West Ward (Proxy Member)

### OFFICER RECOMMENDATION

#### ROSSI MOVED, DAVIS SECONDED

1. *That the Mayor be appointed to the position of Standing Committee (Audit and Risk) Member.*
2. *That Cr Bass be elected to the position of East Ward Councillor of the Standing Committee (Audit and Risk).*
3. *That Cr Ryan be elected to the position of Proxy East Ward Councillor of the Standing Committee (Audit and Risk).*
4. *That Cr Davis be elected to the position of South Ward Councillor of the Standing Committee (Audit and Risk).*

*Item 9.2 Continued*

5. ***That Cr Carter be elected to the position of Proxy South Ward Councillor of the Standing Committee (Audit and Risk).***
6. ***That Cr Rossi be elected to the position of West Ward Councillor of the Standing Committee (Audit and Risk).***
7. ***That Cr Sekulla be elected to the position of Proxy West Ward Councillor of the Standing Committee (Audit and Risk).***

**CARRIED BY ABSOLUTE MAJORITY 9 VOTES TO 0**

### 9.3 STANDING COMMITTEE (COMMUNITY VISION)

#### Purpose of Committee:

To examine, consider and make recommendations to Council on matters of strategic importance and relevance to the City of Belmont that relate to Economic and Community Development, Community Safety, Crime Prevention and Library, Culture and Place.

#### Meeting Information:

The Committee shall have flexibility in relation to when it needs to meet. It is the responsibility of the Presiding Member to call the meetings of the Committee.

#### Standing Committee (Community Vision) 2019-2021 Membership:

Membership	Status	Proxy
Mayor - Ex Officio	Cr Marks	N/A
East Ward Councillor	Cr Ryan**	Cr Bass
South Ward Councillor	Cr Powell*	Cr Davis
West Ward Councillor	Cr Rossi	Cr Sekulla

\* Presiding Member

\*\* Deputy Presiding Member

The Presiding Member called for nominations to the positions for the Standing Committee (Community Vision). The following nominations were received:

- Cr Ryan– East Ward (Member)
- Cr Bass– East Ward (Proxy Member)
  
- Cr Carter– South Ward (Member)
- Cr Davis– South Ward (Proxy Member)
  
- Cr Sekulla– West Ward (Member)
- Cr Sessions– West Ward (Proxy Member)

#### **OFFICER RECOMMENDATION**

##### **SEKULLA MOVED, CARTER SECONDED**

1. ***That the Mayor be appointed to the position of Standing Committee (Community Vision) Member.***
2. ***That Cr Ryan be elected to the position of East Ward Councillor of the Standing Committee (Community Vision).***
3. ***That Cr Bass be elected to the position of Proxy East Ward Councillor of the Standing Committee (Community Vision).***
4. ***That Cr Carter be elected to the position of South Ward Councillor of the Standing Committee (Community Vision).***
5. ***That Cr Davis be elected to the position of Proxy South Ward Councillor of the Standing Committee (Community Vision).***

*Item 9.3 Continued*

6. ***That Cr Sekulla be elected to the position of West Ward Councillor of the Standing Committee (Community Vision).***
7. ***That Cr Sessions be elected to the position of Proxy West Ward Councillor of the Standing Committee (Community Vision).***

**CARRIED BY ABSOLUTE MAJORITY 9 VOTES TO 0**

#### **9.4 STANDING COMMITTEE (ENVIRONMENTAL)**

##### **Purpose of Committee:**

To consider and recommend to Council on matters of strategic environmental importance and relevance to the City of Belmont.

##### **Meeting Information:**

The Committee shall have flexibility in relation to when it needs to meet. It is the responsibility of the Presiding Member to call the meetings of the Committee.

##### **Standing Committee (Environmental) 2019-2021 Membership:**

<b>Membership</b>	<b>Status</b>	<b>Proxy</b>
Mayor - Ex Officio	Cr Marks	N/A
East Ward Councillor	Cr Ryan**	Cr Bass
South Ward Councillor	Cr Wolff*	Cr Powell
West Ward Councillor	Cr Cayoun	Cr Rossi

\* Presiding Member

\*\* Deputy Presiding Member

The Presiding Member called for nominations to the positions on the Standing Committee (Environmental). The following nominations were received:

- Cr Ryan – East Ward (Member)
- Cr Bass – East Ward (Proxy Member)
  
- Cr Wolff – South Ward (Member)
- Cr Davis – South Ward (Proxy Member)
  
- Cr Sessions – West Ward (Member)
- Cr Rossi – West Ward (Proxy Member)

#### **OFFICER RECOMMENDATION**

##### **DAVIS MOVED, SESSIONS SECONDED**

- 1. That the Mayor be appointed to the position of Standing Committee (Environmental) Member.***
- 2. That Cr Ryan be elected to the position of East Ward Councillor of the Standing Committee (Environmental).***
- 3. That Cr Bass be elected to the position of Proxy East Ward Councillor of the Standing Committee (Environmental).***
- 4. That Cr Wolff be elected to the position of South Ward Councillor of the Standing Committee (Environmental).***
- 5. That Cr Davis be elected to the position of Proxy South Ward Councillor of the Standing Committee (Environmental).***
- 6. That Cr Sessions be elected to the position of West Ward Councillor of the Standing Committee (Environmental).***

*Item 9.4 Continued*

7. ***That Cr Rossi be elected to the position of Proxy West Ward Councillor of the Standing Committee (Environmental).***

**CARRIED BY ABSOLUTE MAJORITY 9 VOTES TO 0**

**9.5 ELECTION OF COMMITTEE PRESIDING/DEPUTY PRESIDING MEMBERS, ETC**

- 7.08pm **DAVIS MOVED, SEKULLA SECONDED, that the meeting be adjourned to conduct the election of Standing Committee Presiding and Deputy Presiding Members.**

**CARRIED 9 VOTES TO 0**

**Note:**

**The Presiding Member reconvened the meeting at 7.31pm.**

The Chief Executive Officer advised the Presiding Members and Deputy Presiding Members of the Standing Committees as follows:

**Standing Committee (Audit and Risk)**

Cr Davis        Presiding Member  
Cr Bass        Deputy Presiding Member

**Standing Committee (Community Vision)**

Cr Sekulla     Presiding Member  
Cr Ryan        Deputy Presiding Member

**Standing Committee (Environmental)**

Cr Wolff        Presiding Member  
Cr Sessions    Deputy Presiding Member

## 10. ELECTION OF OTHER DELEGATES/REPRESENTATIVES

Councillors/Officers appointed to various groups should note the following responsibilities:

Some of the powers and duties of Group/Committee Members are laid down by the appropriate constitution or Terms of Reference. Councillors/Officers who are Group/Committee Members should make themselves familiar with the relevant provisions.

Further:

- (a) **The duty to act bona fide in the interests of the association as a whole.**  
Generally the Committee Members are vested with a right and duty of deciding where the association's interests lie, and how they are to be served, so their judgement is generally not open to review provided that the Committee Members have exercised their powers and good faith and not for irrelevant purposes or arbitrarily.
- (b) **Duty not to act for an improper purpose.**  
For example, to benefit oneself or one's associate, or to act in such a way as to put a disadvantage on Members of the association whilst advantaging others.
- (c) **Duty to avoid conflicts of interest.** This is particularly important where the Committee Member has in mind to enter into a contract with the association in his or her own right.
- (d) **Duty not to abuse confidential information or corporate opportunities obtained in the course of Committee Membership.**
- (e) **Duty of care.**  
The standards expected of company directors are changing with the changing expectations of the community. Despite this, the law still recognises a distinction between the duty of care of the Chief Executive and Executive Directors on one hand, and non-Executive Directors on the other.

Given the voluntary nature of service on a Committee, it is unlikely that a duty of care of an association Committee Member would be any greater than that of a non-Executive Director of a company. That duty of care is said to be a duty to take reasonable steps to place oneself in a position to guide and monitor the management of the company or association (Halsbury's Laws of Australia [120-7430]).

## 10.1 ABORIGINAL ADVISORY GROUP

### Purpose of Group:

The Aboriginal Advisory Group (AAG) has been established to:

Provide strategic direction and leadership to ensure:

- a. a link between Council, the local government and the Belmont community.
- b. forums exist and community members and stakeholders are given the opportunity to assist in the development and implementation of the City's Aboriginal strategies and plans.
- c. primary focus is on issues which the Council has the ability (financially and legislatively) to address rather than issues which are the responsibility of Commonwealth or State Government Departments, the non-Government sector or other community groups. The Advisory Group may, however, provide information and advice on such issues if it considers the City has a role to play, as an advocate, partner or supporter.

The group acts in an advisory capacity only and has no delegated authority.

### Meeting Information:

- A minimum of three (3) meetings will be held per year and will be scheduled for two (2) hours unless prior agreement is made to extend a meeting for a specific purpose.
- Meetings will be held at the City of Belmont Civic Centre, unless otherwise agreed to be held at an alternative community-based venue.
- The annual calendar of meetings will be distributed to members by the City's relevant Administration Officer at the beginning of the calendar year.
- Meetings may only be called by City of Belmont Officers and a City of Belmont Officer must be present.

### Aboriginal Advisory Group 2019-2021 Membership:

Membership	Status	Proxy
Mayor	Cr Marks	N/A
Deputy Mayor	Cr Sekulla	N/A
Officer	Chief Executive Officer	N/A
Officer	Manager Economic and Community Development	N/A
Officer	Coordinator Community and Cultural Engagement	N/A

*Item 10.1 Continued*

**OFFICER RECOMMENDATION**

**DAVIS MOVED, SEKULLA SECONDED**

1. ***That the Mayor be appointed to the position of Aboriginal Advisory Group Member.***
2. ***That the Deputy Mayor be appointed to the position of Aboriginal Advisory Group Member.***
3. ***That the Chief Executive Officer be appointed to the position Aboriginal Advisory Group Member.***
4. ***That the Manager Economic and Community Development be appointed to the position of Aboriginal Advisory Group Member.***
5. ***That the Coordinator Community and Cultural Engagement be appointed to the position of Aboriginal Advisory Group Member.***

**CARRIED 9 VOTES TO 0**

## 10.2 ACCESS AND INCLUSION ADVISORY GROUP

### Purpose of Group:

The Access and Inclusion Advisory Group (AIAG) has been established to:

Provide strategic direction and leadership to ensure:

- a. a link between Council, the local government and the Belmont community.
- b. forums exist and community members and stakeholders are given the opportunity to assist in the development and implementation of the City's Access and Inclusion Plan.
- c. primary focus is on issues which the Council has the ability (financially and legislatively) to address rather than issues which are the responsibility of Commonwealth or State Government Departments, the non-Government sector or other community groups. The Advisory Group may, however, provide information and advice on such issues if it considers the City has a role to play, as an advocate, partner or supporter.

The group acts in an advisory capacity only and has no delegated authority.

### Meeting Information:

- A minimum of three (3) meetings will be held per year and will be scheduled for two (2) hours unless prior agreement is made to extend a meeting for a specific purpose.
- Meetings will be held at the City of Belmont Civic Centre, unless otherwise agreed to be held at an alternative community-based venue.
- The annual calendar of meetings will be distributed to members by the City's relevant Administration Officer at the beginning of the calendar year.
- Meetings may only be called by City of Belmont Officers and a City of Belmont Officer must be present.

### Access and Inclusion Advisory Group 2019-2021 Membership:

Membership	Status	Proxy
Councillor	Cr Davis	Cr Bass
Officer	Manager Economic and Community Development	N/A
Officer	Coordinator Community Development	N/A
Officer	Seniors and Disability Engagement Officer	N/A

*Item 10.2 Continued*

**OFFICER RECOMMENDATION**

**DAVIS MOVED, CARTER SECONDED**

1. ***That Cr Davis be elected to the position of Access and Inclusion Advisory Group Member.***
2. ***That Cr Bass be elected to the position of Proxy Access and Inclusion Advisory Group Member.***
3. ***That the Manager Economic and Community Development be appointed to the position of Access and Inclusion Advisory Group Member.***
4. ***That the Coordinator Community and Cultural Engagement be appointed to the position of Access and Inclusion Advisory Group Member.***
5. ***That the Seniors and Disability Engagement Officer be appointed to the position of Access and Inclusion Advisory Group Member.***

**CARRIED 9 VOTES TO 0**

### 10.3 AGE FRIENDLY ADVISORY GROUP

#### Purpose of Group:

The Age-Friendly Advisory Group (AFAG) has been established to:

Provide strategic direction and leadership to ensure:

- a. a link between Council, the local government and the Belmont community.
- b. forums exist and community members and stakeholders are given the opportunity to assist in the development and implementation of the City's Age-Friendly Belmont Plan.
- c. primary focus is on issues which the Council has the ability (financially and legislatively) to address rather than issues which are the responsibility of Commonwealth or State Government Departments, the non-Government sector or other community groups. The Advisory Group may, however, provide information and advice on such issues if it considers the City has a role to play, as an advocate, partner or supporter.

The group acts in an advisory capacity only and has no delegated authority.

#### Meeting Information:

- A minimum of three (3) meetings will be held per year and will be scheduled for two (2) hours unless prior agreement is made to extend a meeting for a specific purpose.
- Meetings will be held at the City of Belmont Civic Centre, unless otherwise agreed to be held at an alternative community-based venue.
- The annual calendar of meetings will be distributed to members by the City's relevant Administration Officer at the beginning of the calendar year.
- Meetings may only be called by City of Belmont Officers and a City of Belmont Officer must be present.

#### Age Friendly Advisory Group 2019-2021 Membership:

Membership	Status	Proxy
Councillor	Cr Powell	VACANCY
Officer	Manager Economic and Community Development	N/A
Officer	Coordinator Community Development	N/A
Officer	Coordinator Community and Cultural Engagement	N/A
Officer	Seniors and Disability Engagement Officer	N/A

*Item 10.3 Continued*

**OFFICER RECOMMENDATION**

**ROSSI MOVED, RYAN SECONDED**

1. *That Cr Sessions be elected to the position of Age Friendly Advisory Group Member.*
2. *That Cr Rossi be elected to the position of Proxy Age Friendly Advisory Group Member.*
3. *That the Manager Economic and Community Development be appointed to the position of Age Friendly Advisory Group Member.*
4. *That the Coordinator Community and Cultural Engagement be appointed to the position of Age Friendly Advisory Group Member.*
5. *That the Seniors and Disability Engagement Officer be appointed to the position of Age Friendly Advisory Group Member.*

**CARRIED 9 VOTES TO 0**

#### **10.4 AIRPORT CONSULTATIVE ENVIRONMENT AND SUSTAINABILITY GROUP**

##### **Purpose of Group:**

In keeping with Perth Airport Pty Ltd's (PAPL) vision and as stated within the *Perth Airport Environment Strategy*, contained within the Perth Airport Master Plan 2020 the purpose of the Perth Airport Environmental Consultative Group is therefore to allow for the following:

- Meet quarterly
- Discuss topics related to environmental management of the Perth Airport Estate
- Discuss relevant updates
- Inform and discuss relevant updates on Perth Airport developments
- An opportunity for tenants to learn and work together to minimise environmental impacts of their operations, and to facilitate improved environmental outcomes.

The group acts in an advisory capacity only and has no delegated authority.

##### **Meeting Information:**

A quarterly meeting schedule will be developed at the beginning of each calendar year. All meetings will be chaired by PAPL's Head of Approvals, Environment & Heritage and will be minuted by a PAPL representative.

##### **Airport Consultative Environment and Sustainability Group 2019-2021 Membership:**

<b>Membership</b>	<b>Status</b>	<b>Proxy</b>
Councillor	Cr Ryan	Cr Bass
Officer	Coordinator Environment	N/A

##### **OFFICER RECOMMENDATION**

##### **ROSSI MOVED, CARTER SECONDED**

- 1. That Cr Ryan be elected to the position of Airport Consultative Environment and Sustainability Group Member.***
- 2. That Cr Bass be elected to the position of Proxy Airport Consultative Environment and Sustainability Group Member.***
- 3. That the Coordinator Environment be appointed to the position of Airport Consultative Environment and Sustainability Group Member.***

**CARRIED 9 VOTES TO 0**

## 10.5 BELMONT BUSINESS ADVISORY GROUP

### Purpose of Group:

The Belmont Business Advisory Group (BBAG) has been established to:

- Provide strategic direction and leadership to ensure:
  - a. a link between Council, the local government and the Belmont community.
  - b. forums exist and community members and stakeholders are given the opportunity to assist in the development and implementation of the City's business and economic development outcomes.
  - c. primary focus is on issues which the Council has the ability (financially and legislatively) to address rather than issues which are the responsibility of Commonwealth or State Government Departments, the non-Government sector or other community groups. The Advisory Group may, however, provide information and advice on such issues if it considers the City has a role to play, as an advocate, partner or supporter.

The group acts in an advisory capacity only and has no delegated authority.

### Meeting Information:

A minimum of three (3) meetings will be held per year and will be scheduled for two (2) hours unless prior agreement is made to extend a meeting for a specific purpose.

Meetings will be held at the City of Belmont Civic Centre, unless otherwise agreed to be held at an alternative community-based venue.

The annual calendar of meetings will be distributed to members by the City's relevant Administration Officer at the beginning of the calendar year.

Meetings may only be called by City of Belmont Officers and a City of Belmont Officer must be present.

**This is a new and endorsed advisory group and new appointments will be required as follows:**

Membership	Status	Proxy
Councillor	Cr	Cr
Councillor	Cr	Cr
Officer	Director Development and Communities	N/A
Officer	Manager Economic and Community Development	N/A

*Item 10.5 Continued*

**OFFICER RECOMMENDATION**

**DAVIS MOVED, ROSSI SECONDED**

1. ***That Cr Sekulla be elected to the position of Belmont Business Advisory Group Member.***
2. ***That Cr Ryan be elected to the position of Belmont Business Advisory Group Member.***
3. ***That Cr Davis be elected to the position of Proxy Belmont Business Advisory Group Member.***
4. ***That Cr Marks be elected to the position of Proxy Belmont Business Advisory Group Member.***
5. ***That the Director Development and Communities be appointed to the position of Belmont Business Advisory Group Member.***
6. ***That the Manager Economic and Community Development be appointed to the position of Belmont Business Advisory Group Member.***

**CARRIED 9 VOTES TO 0**

**10.6 BELMONT RETIREMENT VILLAGES BOARD OF MANAGEMENT (INC)**

**Purpose of Board:**

An incorporated body that has the responsibility of managing the entire operations of the Faulkner Park Retirement Estate. Funds earned in excess of the village's long-term requirements are retained by Council 'for the use and benefit of the aged persons of the City'.

The Association's committee of management has two Councillors (historically the Mayor and the Presiding Member of the Community Vision Committee) and the Chief Executive Officer, plus designated community members; namely, one person representing each of the following categories: medical/aged care professional; finance sector; business sector; and prominent community identity.

Clause 8(1)(f) of the Belmont Retirement Villages Association Constitution provides the capacity for each of the City of Belmont delegates to be represented by a proxy.

The group acts in an advisory capacity only and has no delegated authority.

**Meeting Information:**

Meetings are held approximately four (4) times per year on the third Thursday of the relevant month at 4.30pm. Duration approximately 1-1.5 hours.

**Belmont Retirement Villages Board of Management (Inc.) 2019-2021 Membership:**

<b>Membership</b>	<b>Status</b>	<b>Proxy</b>
Mayor	Cr Marks	Cr Sekulla
Councillor	Cr Rossi	Cr Powell
Officer	Chief Executive Officer	Director Corporate and Governance

OFFICER RECOMMENDATION

1. That the Mayor be appointed to the position of Belmont Retirement Villages Board of Management Member, with the Deputy Mayor as Proxy Member.
2. That Cr \_\_\_\_\_ be elected to the position of Belmont Retirement Villages Board of Management Member.
3. That Cr \_\_\_\_\_ be elected to the position of Proxy Belmont Retirement Villages Board of Management Member.
4. That the Chief Executive Officer be appointed to the position of Belmont Retirement Villages Board of Management Member.
5. That the Director Corporate and Governance be appointed to the position of Proxy Belmont Retirement Villages Board of Management Member.

*Item 10.6 Continued*

**ALTERNATIVE COUNCILLOR RECOMMENDATION**

**DAVIS MOVED, ROSSI SECONDED**

***That this matter be deferred to a future Ordinary Council Meeting following examination of the membership requirements of the Belmont Retirement Villages Board of Management (Inc).***

**CARRIED 9 VOTES TO 0**

Reason

To confirm Councillor representation requirements.

## 10.7 BELMONT SISTER CITY ASSOCIATION (INC)

### Purpose of Association:

To promote the Sister City relationship that exists between the City of Belmont in Western Australia and its Sister City, the special ward of Adachi in Japan, and to increase public awareness of and community involvement in that relationship.

The group acts in an advisory capacity only and has no delegated authority.

### Meeting Information:

Meetings are held in the Redcliffe Room, City of Belmont Civic Centre, 215 Wright Street, Cloverdale at 5.30pm on the second Wednesday of every second month. Duration of meeting is approximately two (2) hours.

### Belmont Sister City Association (Inc) 2019-2021 Membership:

Membership	Status	Proxy
Councillor	Cr Sekulla	Cr Powell
Officer	Coordinator Community Projects	N/A

Sister City Tour - Council Representative	2018	Cr Rossi
	2019	Cr Sekulla

### OFFICER RECOMMENDATION

#### RYAN MOVED, SESSIONS SECONDED

1. *That Cr Sekulla be elected to the position of Belmont Sister City Association Inc Member.*
2. *That Cr Carter be elected to the position of Proxy Belmont Sister City Association Inc Member.*
3. *That the Coordinator Community Development be appointed to the position of Belmont Sister City Association Member.*

**CARRIED 9 VOTES TO 0**

## 10.8 CULTURAL DIVERSITY ADVISORY GROUP

### Purpose of Group:

The Cultural Diversity Advisory Group (CDAG) has been established to:

Provide strategic direction and leadership to ensure:

- a. a link between Council, the local government and the Belmont community.
- b. forums exist and community members and stakeholders are given the opportunity to assist in the development and implementation of the City's Multicultural Strategy 2020 and beyond.
- c. primary focus is on issues which the Council has the ability (financially and legislatively) to address rather than issues which are the responsibility of Commonwealth or State Government Departments, the non-Government sector or other community groups. The Advisory Group may, however, provide information and advice on such issues if it considers the City has a role to play, as an advocate, partner or supporter.

The group acts in an advisory capacity only and has no delegated authority.

### Meeting Information:

- A minimum of three (3) meetings will be held per year and will be scheduled for two (2) hours unless prior agreement is made to extend a meeting for a specific purpose.
- Meetings will be held at the City of Belmont Civic Centre, unless otherwise agreed to be held at an alternative community-based venue.
- The annual calendar of meetings will be distributed to members by the City's relevant Administration Officer at the beginning of the calendar year.
- Meetings may only be called by City of Belmont Officers and a City of Belmont Officer must be present.

### Cultural Diversity Advisory Group 2019-2021 Membership:

Membership	Status	Proxy
Councillor	Cr Powell	Cr Davis
Officer	Manager Economic and Community Development	N/A
Officer	Coordinator Community Development	N/A
Officer	Cultural Engagement Officer	N/A

*Item 10.8 Continued*

**OFFICER RECOMMENDATION**

**ROSSI MOVED, RYAN SECONDED**

1. *That Cr Sessions be elected to the position of Cultural Diversity Advisory Group Member.*
2. *That Cr Davis be elected to the position of Proxy Cultural Diversity Advisory Group Member.*
3. *That the Manager Economic and Community Development be appointed to the position of Cultural Diversity Advisory Group Member.*
4. *That the Coordinator Community and Cultural Engagement be appointed to the position of Cultural Diversity Advisory Group Member.*
5. *That the Cultural Engagement Officer be appointed to the position of Cultural Diversity Advisory Group Member.*

**CARRIED 9 VOTES TO 0**

## **10.9 METRO INNER SOUTH JOINT DEVELOPMENT ASSESSMENT PANEL (JDAP)**

### **Purpose of Panel:**

Development Assessment Panels (DAPs) are panels comprising a mix of technical experts and local government representatives with the power to determine applications for development approvals in place of the relevant decision-making authority. The Metro Inner-South Joint DAP incorporates the local governments of Belmont, Canning, East Fremantle, Fremantle, Melville, South Perth, and Victoria Park.

### **Meeting Information:**

All DAP meetings will be held in public and will be conducted in accordance with the Planning and Development (Development Assessment Panels) Regulations 2011, the DAP Code of Conduct and the DAP Standing Orders published by the Department of Planning, Lands and Heritage (DPLH). The DAP Secretariat, comprising officers of DPLH organise the DAP meeting where that application will be determined.

### **2020-2022 Membership:**

<b>Membership</b>	<b>Member*</b>	<b>Alternate Member**</b>
Councillor	Cr Marks*	Cr Powell**
Councillor	Cr Rossi*	Cr Wolff**

\* Term Expires 26/01/2022

\*\* Either Alternative Member may be called upon at the discretion of the Department of Planning.

## **OFFICER RECOMMENDATION**

### **DAVIS MOVED, BASS SECONDED**

- 1. That Cr Marks be nominated to the position of Metro Inner South Joint Development Assessment Panel Member, from 27 January 2022 to 26 January 2024.***
- 2. That Cr Rossi be nominated to the position of Metro Inner South Joint Development Assessment Panel Member, 27 January 2022 to 26 January 2024.***
- 3. That Cr Davis be nominated to the position of Metro Inner South Joint Development Assessment Panel Alternate Member, 27 January 2022 to 26 January 2024.***
- 4. That Cr Wolff be nominated to the position of Metro Inner South Joint Development Assessment Panel Alternate Member, 27 January 2022 to 26 January 2024.***

**CARRIED 9 VOTES TO 0**

## 10.10 PERTH AIRPORTS MUNICIPALITIES GROUP INC (PAMG)

### Purpose of Group:

Providing a forum for open discussion, exchange of information and consultation between local governments, their local communities and metropolitan airports relating to on-airport, off-airport development or environmental issues which directly or indirectly impact on the community. Composed of 13 member councils the PAMG's purpose is:

- a. To provide a forum of meaningful discussion on issues which affect Metropolitan Airports and their environs
- b. To investigate, report and formulate recommendations in respect of matters affecting or likely to affect the development of Metropolitan Airports
- c. To monitor the use and environmental impact of Metropolitan Airports on neighbouring communities
- d. To advise relevant State and Federal ministers, State and Commonwealth government departments, Airport Noise Management Committees, Community Aviation Consultative Committees and the Owner/s of Perth and Jandakot airports on issues of major concern affecting airports and the surrounding communities
- e. To establish and maintain a strong partnering relationship with the Owner/s of Perth and Jandakot airports for the purpose of open and effective dialogue to identify, discuss, advise, research and seek proactive resolutions to issues affecting the airports and the immediate local community
- f. To provide a conduit and consultation mechanism for the expression of community views and a proper exchange of information with members of the community
- g. To consider all proposals affecting airport development and operations before policy decisions are made and before changes are effected in relevant legislation and regulations
- h. To liaise with the airport emergency procedures committees where necessary on matters involving emergency co-ordination and rescue response
- i. To pursue active participation on Australian Mayoral Aviation Council (AMAC) and such other bodies that may come into existence for the purpose of fostering participation in the development, use and monitoring the impact of airports
- j. To promote the economic benefits of civil aviation airports
- k. To liaise with local government on issues of concern to the community, and to provide a forum for discussion of planning and development issues affecting future communities close to the major municipal airports.

The group acts in an advisory capacity only and has no delegated authority.

### Meeting Information:

Up to four (4) ordinary meetings per annum plus an annual general meeting (coincides with an ordinary meeting). Meetings are generally held the first Wednesday of March, June, September and December. Meetings start at 5.00pm and conclude at 6.00pm with dinner held afterwards (commencing 6.00pm). Meetings are hosted by member councils on a rotational basis.

### Perth Airports Municipalities Group Inc. 2019-2021 Membership:

Membership	Status	Deputy Delegate
Delegate	Cr Marks	Cr Rossi
Technical Officer*		N/A
Chief Executive Officer*	Chief Executive Officer*	N/A
Officer (EA to the Mayor)*	Secretary of the PAMG*	N/A

*\*Non-voting member*

*Item 10.10 Continued*

**OFFICER RECOMMENDATION**

**ROSSI MOVED, RYAN SECONDED**

1. *That the Mayor be appointed to the position of Perth Airports Municipalities Group Inc Delegate.*
2. *That Cr Rossi be elected to the position of Perth Airports Municipalities Group Inc Deputy Delegate.*
3. *That the Chief Executive Officer be appointed to the position of Perth Airports Municipalities Group Inc Chief Executive Officer (Non-Voting).*
4. *That the Executive Assistant – Mayor/CEO be appointed to the position of Perth Airports Municipalities Group Inc Officer (Non-Voting).*

**CARRIED 9 VOTES TO 0**

## **10.11 PUBLIC ART ADVISORY PANEL**

### **Purpose of Panel:**

The purpose of the Public Art Advisory Panel (the Panel) is to provide a formal mechanism for Council to consult with key stakeholders, seek specialist advice in the growth and development of public art in the City of Belmont.

In particular, it will provide advice to Council on issues relating to public art and make recommendations on public art commissions in accordance with the current 'Public Art Directions and Masterplan or similar strategy/policy'.

The group acts in an advisory capacity only and has no delegated authority.

### **Meeting Information:**

Meetings are to be scheduled on the first Wednesday of the month as required (except January).

### **Public Art Advisory Panel 2019-2021 Membership:**

<b>Membership</b>	<b>Status</b>	<b>Proxy</b>
Councillor	Cr Marks	Cr Bass
Councillor	Cr Davis	
Officer	Manager Community Placemaking	N/A
Officer	Manager Parks and Environment	N/A
Officer	Coordinator Community Placemaking	N/A
Officer	Parks Projects Coordinator	N/A
Officer	Arts Development Officer	N/A

## **OFFICER RECOMMENDATION**

### **SESSIONS MOVED, WOLFF SECONDED**

- 1. That Cr Marks be elected to the position of Public Art Advisory Panel Member.***
- 2. That Cr Sessions be elected to the position of Public Art Advisory Panel Member.***
- 3. That Cr Rossi be elected to the position of Proxy Public Art Advisory Panel Member.***
- 4. That the Manager Library, Culture and Place be appointed to the position of Public Art Advisory Panel Member.***
- 5. That the Manager Parks, Leisure and Environment be appointed to the position of Public Art Advisory Panel Member.***
- 6. That the Coordinator Arts and Place be appointed to the position of Public Art Advisory Panel Member.***

*Item 10.11 Continued*

- 7. That the Parks Projects Coordinator be appointed to the position of Public Art Advisory Panel Member.**
- 8. That the Arts Officer be appointed to the position of Public Art Advisory Panel Member.**

**CARRIED 9 VOTES TO 0**

## 10.12 SWAN RIVER TRUST

### Purpose of Trust:

The Swan River Trust (SRT) Board provide recommendations and advice on land use planning in and around the Swan River to ensure no adverse impacts to the natural environment and ecology occur. All development (no matter how small) that abuts the Swan River must be referred formally or informally to the SRT. The SRT provides advice and makes recommendations to the Minister for Environment, who then makes the final determination.

The group acts in an advisory capacity only and has no delegated authority.

### Meeting Information:

The SRT Board meets at least once a month during business hours. Each Council's representative is only required at the meetings if there is a development application being considered from their municipality.

### Swan River Trust 2019-2021 Membership:

Membership	Status	Proxy
Mayor	Cr Marks (Representative)	Cr Ryan

### OFFICER RECOMMENDATION

1. That the Mayor be appointed to the position of Swan River Trust Board Member.
2. That Cr \_\_\_\_\_ be elected to the position of Proxy Swan River Trust Board Member.

### ALTERNATIVE COUNCILLOR RECOMMENDATION

#### **SEKULLA MOVED, SESSIONS SECONDED**

***That this matter be deferred to a future Ordinary Council Meeting following examination of the membership requirements of the Swan River Trust.***

**CARRIED 9 VOTES TO 0**

### Reason

To confirm Councillor representation requirements.

### 10.13 WA LOCAL GOVERNMENT ASSOCIATION EAST METROPOLITAN ZONE

#### Purpose of Zone:

A designated zone (which incorporates the local governments of Belmont, Bassendean, Bayswater, Kalamunda, Mundaring and Swan) of the Local Government Association that has input into the Western Australian Local Government Association agenda. The Western Australian Local Government Association is the peak representative body for the state's local governments.

#### Meeting Information:

Meetings are held bi-monthly usually at the Eastern Metropolitan Regional Council Offices, on the last Thursday of the month at 6.00pm. Meeting duration is approximately two (2) hours.

#### WA Local Government Association East Metropolitan Zone 2019-2021 Membership:

Membership	Status	Proxy
Mayor*	Cr Marks*	N/A
Councillor**	Cr Sekulla**	Cr Davis***
Councillor**	Cr Ryan**	

\* Voting delegate at the WALGA AGM

\*\* Determination of the voting delegate and 1<sup>st</sup> Proxy voting delegate at the WALGA AGM will be by agreement of the two Councillors, in the event that no agreement can be reached, a decision on the voting delegate will be made by the Mayor

\*\*\* 2<sup>nd</sup> Proxy voting delegate at the WALGA AGM

#### OFFICER RECOMMENDATION

#### CARTER MOVED, WOLFF SECONDED

1. *That the Mayor be appointed to the position of WA Local Government Association East Metropolitan Zone Voting Delegate.*
2. *That Cr Sekulla be elected to the position of WA Local Government Association East Metropolitan Zone First Proxy Voting Delegate.*
3. *That Cr Sessions be elected to the position of WA Local Government Association East Metropolitan Zone First Proxy Voting Delegate.*
4. *That Cr Ryan be elected to the position of Proxy WA Local Government Association East Metropolitan Zone Second Proxy Voting Delegate.*

**CARRIED 9 VOTES TO 0**

**11. REPORTS OF ADMINISTRATION**

Nil.

**12. CLOSURE**

**On behalf of the Council the Presiding Member thanked Mr Craig Watson JP for his assistance.**

**There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 8.23pm.**

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**MINUTES CONFIRMATION CERTIFICATION**

The undersigned certifies that these Minutes of the Special Council Meeting held on 18 October 2021 were confirmed as a true and accurate record at the Ordinary Council Meeting held 23 November 2021:

Signed by the Person Presiding: \_\_\_\_\_



PRINT name of the Person Presiding:

**PHILIP MARKS**

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