



City of Belmont
SPECIAL COUNCIL MEETING
MINUTES
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23 October 2017

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CONFIDENTIAL ATTACHMENTS INDEX

Confidential Attachment 1 – Item 11.1 refers

TABLED ATTACHMENTS INDEX

Tabled Attachment 1 – Item 3 refers

<p>Councillors are reminded to retain the SCM Attachments for discussion with the Minutes</p>
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MINUTES

PRESENT

Cr P Marks, Mayor	East Ward
Cr R Rossi, JP, Deputy Mayor	West Ward
Cr L Cayoun	West Ward
Cr G Sekulla, JP	West Ward
Cr M Bass	East Ward
Cr B Ryan	East Ward
Cr J Davis	South Ward
Cr J Powell	South Ward
Cr S Wolff	South Ward

IN ATTENDANCE

Mr R Garrett	A/Chief Executive Officer
Mr S Monks	A/Director Corporate and Governance
Mr J Olynyk, JP	Manager Governance
Mrs M Lymon	Principal Governance and Compliance Advisor
Mrs D Morton	Media and Communications Officer
Ms E Cashman	Senior Governance Officer
Ms S D'Agnone	Governance Officer
Mrs P Parkin, AM JP	

MEMBERS OF THE GALLERY

There were forty members of the public in the gallery and one press representative.

1. OFFICIAL OPENING

6.32pm The A/Chief Executive Officer welcomed all those in attendance and declared the meeting open.

The A/Chief Executive Officer read the Acknowledgement of Country.

It is important that we acknowledge the traditional owners of the land on which we are meeting today the Noongar Whadjuk people and pay respect to Elders both past and present.

2. SWEARING IN OF NEWLY ELECTED COUNCILLORS

The A/Chief Executive Officer invited Mrs Parkin AM JP to conduct the Swearing in Ceremony of the newly elected Councillors:

- Mr Bernie Ryan 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 South Ward Councillor for a term of four years.
- Ms Janet Powell made an Elected Member Declaration to take the office of South Ward Councillor for a term of four years.
- Ms Lauren Cayoun 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 West Ward Councillor for a term of four years.

The A/Chief Executive Officer congratulated the newly elected Councillors.

3. REPORT OF THE RETURNING OFFICER BIENNIAL ELECTION – 2017

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Tabled Attachment 1 – Item 3 refers	<u>Report of the Returning Officer – Biennial Election 2017</u>

The A/Chief Executive Officer advised that the Returning Officer, Mr Mark Ducksbury was an apology for the meeting. The Report of the Returning Officer – Biennial Election 2017 was tabled for Council's information (refer Tabled Attachment 1).

ROSSI MOVED, CAYOUN SECONDED,

That the Report of the Returning Officer – Biennial Election 2017 as provided under [Tabled Attachment 1](#) be received and accepted.

CARRIED 9 VOTES TO 0

4. APOLOGIES AND LEAVE OF ABSENCE

Mrs J Hammah (Apology)	Director Community and Statutory Services
Mr R Lutey (Apology)	Director Technical Services
Mr M Ducksbury (Apology)	Returning Officer

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

6.43pm The A/Chief Executive Officer drew the public gallery's attention to the Disclaimer.

I wish to draw attention to the Disclaimer Notice contained within the agenda document and advise members of the public that any decisions made at the meeting tonight, can be revoked, pursuant to the Local Government Act 1995.

Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received.

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

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

6.44pm The A/Chief Executive Officer drew the public gallery's attention to the rules of Public Question Time as written in the Agenda and advised that all questions from the gallery must be relevant to the agenda items for this meeting. In accordance with rule (I), the A/Chief Executive Officer advised that he had registered two members of the public who had given prior notice to ask a question.

The A/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.

7.1.1 MR P HITT, 14 MCLACHLAN WAY, BELMONT

I believe the Returning Officer, Mark Ducksbury has received complaints from residents of South Ward concerning irregularities with returned ballot papers.

1. Due to alleged irregularities in some of the receiving of ballot papers, is it wise to swear in the Councillors for the South Ward until these questions have been cleared up? This issue needs to be cleared up or it leaves people/residents to ask if this ballot is tainted.

Response

The A/Chief Executive Officer advised that neither the Western Australian Electoral Commission (WAEC) nor the Returning Officer have indicated that they have any concerns proceeding with the swearing in of the newly elected Councillors. If, at a later date, an issue comes to light, the correct process to address the matter will be followed.

7.1.2 MR P GARDNER, 7 RUAN PLACE, KEWDALE

1. When will the Mayor, or any Councillors, commence the process to change the method of electing the Mayor to become a vote by electors, rather than by nine sitting Councillors?

Response

The A/Chief Executive Officer advised that deliberation of this matter would be dependent upon Council possibly considering it in the future.

6.47pm As there were no further questions, the Presiding Member 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 Acting Chief Executive Officer.
- The election of the Deputy Mayor will be conducted by the Mayor.
- Nominations for the office are to be given to the Acting Chief Executive Officer in writing prior to the close of nominations. The close of nominations will be announced by the Acting 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 Acting Chief Executive Officer is not to accept the nomination unless the nominee has advised the Acting 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 Acting 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 Acting Chief Executive Officer. Spoilt ballot papers can be replaced.
- The Acting 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 Presiding Member, the meeting is to be adjourned for not more than seven days. In the case of the Deputy Presiding Member, 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 Presiding Member or Deputy Presiding Member 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 Acting Chief Executive Officer (in the case of the Presiding Member position) or the Mayor (in the case of the Deputy Presiding Member position) is to draw lots to determine which Councillor is to be elected Presiding Member/Deputy Presiding Member.

8.1 ELECTION OF MAYOR

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

A further nomination was received from Cr Bass. The A/Chief Executive Officer closed nominations.

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

The A/Chief Executive Officer declared the successful candidate as Cr Marks who was duly elected as Mayor.

8.2 DECLARATION OF OFFICE BY NEWLY ELECTED MAYOR

Mrs Parkin, AM 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 no written nominations for the office of Deputy Mayor had been received, and called for nominations for the office of Deputy Mayor.

Two nominations were received, these being from Cr Rossi and Cr Sekulla. The Presiding Member closed nominations.

An election for the position 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

Mrs Parkin AM 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 1995*.

9.1 STANDING COMMITTEE (AUDIT AND RISK)

Background

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

2016/2017 Membership:

Membership	Representative	Proxy
Mayor - Ex Officio	Cr Marks	N/A
East Ward Councillor	Cr Bass	Cr Ryan
South Ward Councillor	Cr Gardner**	Cr Powell
West Ward Councillor	Cr Cayoun*	Cr Rossi
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 Powell – South Ward (Proxy Member)

- Cr Sekulla – West Ward (Member)
- Cr Cayoun – West Ward (Proxy Member)

Item 9.1 Continued

OFFICER RECOMMENDATION

ROSSI MOVED, POWELL 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).***
5. ***That Cr Powell be elected to the position of Proxy South Ward Councillor of the Standing Committee (Audit and Risk).***
6. ***That Cr Sekulla be elected to the position of West Ward Councillor of the Standing Committee (Audit and Risk).***
7. ***That Cr Cayoun be elected to the position of Proxy West Ward Councillor of the Standing Committee (Audit and Risk).***

*** ABSOLUTE MAJORITY REQUIRED

CARRIED BY ABSOLUTE MAJORITY 9 VOTES TO 0

9.2 STANDING COMMITTEE (COMMUNITY VISION)

Background

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 Community Development, Community Place Making and Community Safety and Crime Prevention.

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.

2016/2017 Membership:

Membership	Representative	Proxy
Mayor - Ex Officio	Cr Marks	N/A
East Ward Councillor	Cr Ryan	Cr Bass
South Ward Councillor	Cr Powell*	Cr Gardner
West Ward Councillor	Cr Rossi**	Cr Hitt

** 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 Powell – South Ward (Member)
- Cr Davis – South Ward (Proxy Member)

- Cr Rossi – West Ward (Member)
- Cr Sekulla – West Ward (Member)

Item 9.2 Continued

OFFICER RECOMMENDATION

CAYOUN MOVED, POWELL 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 Powell 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).*
6. *That Cr Rossi be elected to the position of West Ward Councillor of the Standing Committee (Community Vision).*
7. *That Cr Sekulla be elected to the position of Proxy West Ward Councillor of the Standing Committee (Community Vision).*

*** ABSOLUTE MAJORITY REQUIRED

CARRIED BY ABSOLUTE MAJORITY 9 VOTES TO 0

9.3 STANDING COMMITTEE (ENVIRONMENTAL)

Background

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, but aims to meet quarterly. It is the responsibility of the Presiding Member to call the meetings of the Committee.

2016/2017 Membership:

Membership	Representative	Proxy
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 Hitt	Cr Cayoun

** 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 Powell – South Ward (Proxy Member)

- Cr Cayoun – West Ward (Member)
- Cr Rossi – West Ward (Proxy Member).

Item 9.3 Continued

OFFICER RECOMMENDATION

SEKULLA MOVED, DAVIS 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 Powell be elected to the position of Proxy South Ward Councillor of the Standing Committee (Environmental).*
6. *That Cr Cayoun be elected to the position of West Ward Councillor of the Standing Committee (Environmental).*
7. *That Cr Rossi be elected to the position of Proxy West Ward Councillor of the Standing Committee (Environmental).*

*** ABSOLUTE MAJORITY REQUIRED

CARRIED BY ABSOLUTE MAJORITY 9 VOTES TO 0

9.4 ELECTION OF COMMITTEE PRESIDING/DEPUTY PRESIDING MEMBERS, ETC.

7.19pm **BASS MOVED, POWELL SECONDED**, that the meeting be adjourned to conduct the election of Standing Committee Presiding and Deputy Presiding Members.

CARRIED 9 VOTES TO 0

7.44pm Cr Ryan returned to the meeting.

7.45pm **ROSSI MOVED, POWELL SECONDED**, that the meeting be reconvened.

CARRIED 9 VOTES TO 0

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

Standing Committee (Audit and Risk)

Cr Sekulla Presiding Member
Cr Bass Deputy Presiding Member

Standing Committee (Community Vision)

Cr Powell Presiding Member
Cr Rossi Deputy Presiding Member

Standing Committee (Environmental)

Cr Wolff Presiding Member
Cr Ryan 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 REFERENCE COMMITTEE

Background

Purpose of Committee: The main role of the Aboriginal Reference Committee (ARC) is:

- To provide a link between Council, the City and the Aboriginal and Torres Strait Islander community
- To provide a forum and opportunity for community members and stakeholders to assist in the delivery of the City's Reconciliation Action Plan
- To liaise with relevant internal departments on key planning and development issues relating to the Department of Planning, Lands and Heritage (formerly known as Department of Aboriginal Affairs) registered, and culturally significant known sites within the City
- To focus primarily on issues which the Council has an 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 ARC 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 ARC acts in an advisory capacity only and has no delegated authority.

Meeting Information: Meetings with community members, stakeholders, Councillors and City's Officers will be held every second month and will be scheduled for two (2) hours duration unless prior agreement is made to extend a meeting for a specific purpose.

On alternative months, ARC Community Members meetings with City's Officers and Councillors will be scheduled for one and a half (1.5) hours duration unless prior agreement is made to extend a meeting for a specific purpose. The purpose of these meetings is to provide a platform for any culturally sensitive matters to be brought to Council's attention and to seek Community Members direct input and suggestions when undertaking planning for RAP focused initiatives.

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

The calendar of meetings will be distributed in advance and circulated by the City's Administration Officer Community Development.

Item 10.1 Continued

2016/2017 Membership:

Membership	Status	Proxy
Mayor	Cr Marks	N/A
Deputy Mayor	Cr Rossi	N/A
Officer	Chief Executive Officer	N/A
Officer	Manager Community Development	N/A
Officer	Coordinator Community Development	N/A
Officer	Aboriginal Engagement Officer	N/A

OFFICER RECOMMENDATION

DAVIS MOVED, POWELL SECONDED,

- 1. That the Mayor be appointed to the position of Committee Member for the Aboriginal Reference Committee.***
- 2. That the Deputy Mayor be appointed to the position of Committee Member for the Aboriginal Reference Committee.***
- 3. That the Chief Executive Officer be appointed to the position of Committee Member for the Aboriginal Reference Committee.***
- 4. That the Manager Community Development be appointed to the position of Committee Member for the Aboriginal Reference Committee.***
- 5. That the Coordinator Community Development be appointed to the position of Committee Member for the Aboriginal Reference Committee.***
- 6. That the Aboriginal Engagement Officer be appointed to the position of Committee Member for the Aboriginal Reference Committee.***

CARRIED 9 VOTES TO 0

10.2 AGE FRIENDLY FOCUS GROUP

Background

Purpose of Group: The main role of the Group is:

- To provide a link between Council, the City and the Belmont community
- To provide a forum and opportunity for community members and stakeholders to assist in the delivery of the City's Age-Friendly Belmont Plan
- To focus primarily on issues which the Council has an 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 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: Meetings will be held every second month and will be scheduled for two (2) hours duration 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 calendar of meetings will be distributed in advance and circulated by the City's Administration Officer Community Development.

2016/2017 Membership:

Membership	Status	Proxy
Councillor	Cr Powell	Cr Rossi
Officer	Manager Community Development	N/A
Officer	Coordinator Community Development	N/A
Officer	Coordinator Community Services	N/A

Item 10.2 Continued

The Presiding Member called for nominations for the position of Age Friendly Focus Group Member, the following nomination was received:

- Cr Powell

As there were no further nominations, the Presiding Member closed nominations and declared Cr Powell elected unopposed to the position of Age Friendly Focus Group Member.

The Presiding Member called for nominations to the position of Proxy Age Friendly Focus Group Member, the following nomination was received:

- Cr Rossi

As there were no further nominations, the Presiding Member closed nominations and declared Cr Rossi elected unopposed to the position of Proxy Age Friendly Focus Group Member.

OFFICER RECOMMENDATION

ROSSI MOVED, BASS SECONDED,

- 1. That Cr Powell be elected to the position of Age Friendly Focus Group Member.***
- 2. That Cr Rossi be elected to the position of Proxy Age Friendly Focus Group Member.***
- 3. That the Manager Community Development be appointed to the position of Age Friendly Focus Group Member.***
- 4. That the Coordinator Community Development be appointed to the position of Age Friendly Focus Group Member.***
- 5. That the Coordinator Community Services be appointed to the position of Age Friendly Focus Group Member.***
- 6. That the Seniors and Disability Engagement Officer be appointed to the position of Age Friendly Focus Group Member.***

CARRIED 9 VOTES TO 0

10.3 AIRPORT CONSULTATIVE ENVIRONMENT AND SUSTAINABILITY GROUP

Background

Purpose of Group: In keeping with Perth Airport Pty Ltd's (PAPL) vision and as stated within the *Perth Airport Environment Strategy 2014-2019*, the purpose of the Perth Airport Environmental Consultative Group / Major Tenant Environmental Forum (The 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.

Meeting Information: A quarterly meeting schedule will be developed at the beginning of each calendar year. All meetings will be chaired by PAPL's Environment and Sustainability Manager and will be minuted by a PAPL representative.

2016/2017 Membership:

Membership	Status	Proxy
Councillor	Cr Ryan	Cr Powell
Officer	Coordinator Environment	N/A

The Presiding Member called for nominations for the position of Airport Consultative Environment and Sustainability Group Member, the following nomination was received:

- Cr Ryan

As there were no further nominations, the Presiding Member closed nominations and declared Cr Ryan elected unopposed to the position of Airport Consultative Environment and Sustainability Group Member.

The Presiding Member called for nominations to the position of Proxy Airport Consultative Environment and Sustainability Group Member, the following nomination was received:

- Cr Bass

As there were no further nominations, the Presiding Member closed nominations and declared Cr Bass elected unopposed to the position of Proxy Airport Consultative Environment and Sustainability Group Member.

Item 10.3 Continued

OFFICER RECOMMENDATION

SEKULLA MOVED, CAYOUN 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

10.4 BELMONT MUSEUM ADVISORY GROUP

Background

Purpose of Group: To assist, advise and make recommendations to the City of Belmont and the Belmont Museum on essential policies, rules, regulations, standards and other matters relating to the operation of the museum, and preservation of significant historic or other cultural sites that reflect the history of Belmont.

The Advisory Group does not have any operational functions and cannot involve itself in operational processes and procedures.

The Advisory Group will provide advice to and liaise with the Local History Curator in meeting their responsibilities.

In addition to any specific policies and procedures, the Advisory Group will function in accordance with such requirements for advisory groups as required by the City of Belmont.

Meeting Information: Meetings will be held every two months, and at other times when necessary, and make such recommendations to the City as are thought best to ensure that the Museum operates effectively and in accordance with its Mission Statement and other relevant policies.

2016/2017 Membership:

Membership	Representative	Proxy
Councillor	Cr Rossi	Cr Bass
Officer	Manager Community Place Making	N/A
Officer	Coordinator Library and Heritage Services	N/A

The Presiding Member called for nominations for the position of Belmont Museum Advisory Group Member, the following nomination was received;

- Cr Rossi

As there were no further nominations, the Presiding Member closed nominations and declared Cr Rossi elected unopposed to the position of Belmont Museum Advisory Group Member.

The Presiding Member called for nominations to the position of Proxy Belmont Museum Advisory Group Member, the following nomination was received;

- Cr Bass

As there were no further nominations, the Presiding Member closed nominations and declared Cr Bass elected unopposed to the position of Proxy Belmont Museum Advisory Group Member.

Item 10.4 Continued

OFFICER RECOMMENDATION

CAYOUN MOVED, RYAN SECONDED,

1. *That Cr Rossi be elected to the position of Belmont Museum Advisory Group Member.*
2. *That Cr Bass be elected to the position of Proxy Belmont Museum Advisory Group Member.*
3. *That the Manager Community Place Making be appointed to the position of Belmont Museum Advisory Group Member.*
4. *That the Coordinator Library and Heritage Services be appointed to the position of Belmont Museum Advisory Group Member.*

CARRIED 9 VOTES TO 0

10.5 BELMONT RETIREMENT VILLAGES BOARD OF MANAGEMENT (INC)

Background

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 5(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.

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

2016/2017 Membership:

Membership	Representative	Proxy
Mayor	Cr Marks	Cr Rossi
Councillor	Cr Rossi	Cr Powell
Officer	Chief Executive Officer	Director Corporate and Governance

The Presiding Member called for nominations for the position of Belmont Retirement Villages Board of Management (Inc) Committee Member, the following nomination was received;

- Cr Rossi

As there were no further nominations, the Presiding Member closed nominations and declared Cr Rossi elected unopposed to the position of Belmont Retirement Villages Board of Management (Inc) Committee Member.

The Presiding Member called for nominations to the position of Proxy Belmont Retirement Villages Board of Management (Inc) Committee Member, the following nomination was received;

- Cr Powell

As there were no further nominations, the Presiding Member closed nominations and declared Cr Powell elected unopposed to the position of Proxy Belmont Retirement Villages Board of Management (Inc) Committee Member.

Item 10.5 Continued

OFFICER RECOMMENDATION

BASS MOVED, DAVIS SECONDED,

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

CARRIED 9 VOTES TO 0

10.6 BELMONT SISTER CITY ASSOCIATION (INC)

Background

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.

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 each month. Duration of meeting is approximately 2 hours.

2016/2017 Membership:

Membership	Representative	Proxy
Councillor	Cr Powell	Cr Ryan
Officer	Coordinator Community Projects	N/A

The Presiding Member called for nominations for the position of Belmont Sister City Association (Inc) Committee Member, the following nomination was received;

- Cr Sekulla

As there were no further nominations, the Presiding Member closed nominations and declared Cr Sekulla elected unopposed to the position of Belmont Sister City Association (Inc) Committee Member.

The Presiding Member called for nominations to the position of Proxy Belmont Sister City Association (Inc) Committee Member, the following nomination was received;

- Cr Davis

As there were no further nominations, the Presiding Member closed nominations and declared Cr Davis elected unopposed to the position of Proxy Belmont Sister City Association (Inc) Committee Member.

OFFICER RECOMMENDATION

CAYOUN MOVED, WOLFF SECONDED,

1. ***That Cr Sekulla be elected to the position of Belmont Sister City Association Committee Member.***
2. ***That Cr Davis be elected to the position of Proxy Belmont Sister City Association Committee Member.***
3. ***That the Coordinator Community Projects be appointed to the position of Belmont Sister City Association Committee Member.***

CARRIED 9 VOTES TO 0

10.7 CULTURAL DIVERSITY FOCUS GROUP

Background

Purpose of Group: The main role of the Group is:

- To provide a link between Council, the City and the Belmont community
- To provide a forum and opportunity for community members and stakeholders to assist in the delivery of the City's Multicultural Action Plan
- To focus primarily on issues which the Council has an 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 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: Meetings will be held every second month and will be scheduled for two (2) hours duration unless previous agreement is made to extend a meeting for a specific purpose.

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

The calendar of meetings will be distributed in advance and circulated by the City's Administration Officer Community Development.

2016/2017 Membership:

Membership	Status	Proxy
Councillor	Cr Cayoun	Cr Ryan
Officer	Manager Community Development	N/A
Officer	Coordinator Community Development	N/A
Officer	Cultural Diversity Engagement Officer	N/A

Item 10.7 Continued

The Presiding Member called for nominations for the position of Cultural Diversity Focus Group Member, the following nomination was received;

- Cr Powell

As there were no further nominations, the Presiding Member closed nominations and declared Cr Powell elected unopposed to the position of Cultural Diversity Focus Group Member.

The Presiding Member called for nominations to the position of Proxy Cultural Diversity Focus Group Member, the following nomination was received:

- Cr Davis

As there were no further nominations, the Presiding Member closed nominations and declared Cr Davis elected unopposed to the position of Proxy Cultural Diversity Focus Group Member.

OFFICER RECOMMENDATION

POWELL MOVED, BASS SECONDED,

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

CARRIED 9 VOTES TO 0

10.8 DISABILITY ACCESS AND INCLUSION FOCUS GROUP

Background

Purpose of Focus Group: The main role of the Group is:

- To provide a link between Council, the City and the Belmont community
- To provide a forum and opportunity for community members and stakeholders to assist in the delivery of the City's Disability Access and Inclusion Plan
- To focus primarily on issues which the Council has an 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: Meetings will be held every second month and will be scheduled for two (2) hours duration unless previous agreement is made to extend a meeting for a specific purpose.

On alternative months, the City will make a meeting room available for community members to meet and discuss any items they may wish to bring up at a future meeting.

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

2016/2017 Membership:

Membership	Representative	Proxy
Councillor	Cr Bass	Cr Cayoun
Officer	Manager Community Development	N/A
Officer	Coordinator Community Development	N/A

Item 10.8 Continued

The Presiding Member called for nominations for the position of Disability Access and Inclusion Focus Group Member, the following nomination was received;

- Cr Bass

As there were no further nominations, the Presiding Member closed nominations and declared Cr Bass elected unopposed to the position of Disability Access and Inclusion Focus Group Member.

The Presiding Member called for nominations to the position of Proxy Disability Access and Inclusion Focus Group Member, the following nomination was received;

- Cr Rossi

As there were no further nominations, the Presiding Member closed nominations and declared Cr Rossi elected unopposed to the position of Proxy Disability Access and Inclusion Focus Group Member.

OFFICER RECOMMENDATION

BASS MOVED, POWELL SECONDED,

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

CARRIED 9 VOTES TO 0

10.9 EASTERN DISTRICT PLANNING ADVISORY COMMITTEE

Background

Purpose of Committee: Representatives from various local governments and representatives from the Department for Planning and Infrastructure meet to discuss Metropolitan Region Scheme planning issues affecting the Eastern District region.

Meeting Information: At its meeting on 25 August 2009 the WAPC resolved that the Eastern Districts Planning Committee would become an advisory committee with meetings scheduled at the discretion and direction of the WAPC. It was agreed that the Eastern Districts Planning Committee could assist the WAPC with broader strategic issues that are referred to it on an as needed basis rather than having regular scheduled meetings. The WAPC have not called a meeting of the Eastern District Planning Advisory Committee for several years.

2016/2017 Membership:

Membership	Representative	Proxy
Councillor	Cr Marks	Cr Cayoun

The Presiding Member called for nominations for the position of Eastern District Planning Advisory Committee Member, the following nomination was received;

- Cr Marks

As there were no further nominations, the Presiding Member closed nominations and declared Cr Marks elected unopposed to the position of Eastern District Planning Advisory Committee Member.

The Presiding Member called for nominations to the position of Proxy Eastern District Planning Advisory Committee Member, the following nomination was received:

- Cr Bass

As there were no further nominations, the Presiding Member closed nominations and declared Cr Bass elected unopposed to the position of Proxy Eastern District Planning Advisory Committee Member.

OFFICER RECOMMENDATION

RYAN MOVED, POWELL SECONDED,

- 1. That Cr Marks be elected to the position of Eastern District Planning Advisory Committee Member.***
- 2. That Cr Bass be elected to the position of Proxy Eastern District Planning Advisory Committee Member.***

CARRIED 9 VOTES TO 0

10.10 EASTERN METROPOLITAN REGIONAL COUNCIL

Background

Purpose of Council: The Eastern Metropolitan Regional Council (EMRC) is a regional local government working on behalf of six member Councils located in Perth's eastern suburbs: Town of Bassendean, City of Bayswater, City of Belmont, Shire of Kalamunda, Shire of Mundaring and the City of Swan.

The EMRC provides services in waste management, environmental management and regional development.

Note: The current Establishment Agreement of the EMRC provides for the appointment of deputies to act temporarily in certain circumstances where the member is unable to act.

The definition of "unable" for the purpose of the deputy/proxy is to include where a Council representative is unavailable to attend.

Meeting Information: Meetings are held at the Eastern Metropolitan Regional Council Offices at 6.00pm on the second last Thursday of each month except in November and December.

2016/2017 Membership:

Membership	Representative	Proxy
Councillor	Cr Powell	Cr Marks
Councillor	Cr Wolff	

The Presiding Member called for two nominations for the positions of Eastern Metropolitan Regional Council Members, the following nominations were received;

- Cr Wolff
- Cr Powell

As there were no further nominations, the Presiding Member closed nominations and declared Cr Wolff and Cr Powell elected unopposed to the positions of Eastern Metropolitan Regional Council Member.

The Presiding Member called for nominations to the position of Proxy Eastern Metropolitan Regional Council Member, the following nomination was received;

- Cr Marks

As there were no further nominations, the Presiding Member closed nominations and declared Cr Marks elected unopposed to the position of Proxy Eastern Metropolitan Regional Council Member.

Item 10.10 Continued

OFFICER RECOMMENDATION

ROSSI MOVED, RYAN SECONDED,

1. *That Cr Wolff be elected to the position of Eastern Metropolitan Regional Council Member.*
2. *That Cr Powell be elected to the position of Eastern Metropolitan Regional Council Member.*
3. *That Cr Marks be elected to the position of Proxy Eastern Metropolitan Regional Council Member.*

CARRIED 9 VOTES TO 0

10.11 PERTH AIRPORT COMMUNITY FORUM (PACF)

Background

Purpose of Group: The PACF is an opportunity for the direct exchange of information between Perth Airport and Airservices Australia with the community and other stakeholders. The PACF is chaired by the local government representative elected to Chair the Perth Airports' Municipalities Group (historically, the Mayor of Belmont).

The PACF does not operate as a meeting and there are no formal committee members or voting requirements. The PACF is run as an open forum/expo, with information booths covering a range of disciplines such as airport planning, ground transport, aircraft noise and environmental management. This format enables community members to speak one-on-one with Perth Airport and Airservices Australia representatives and ask questions of interest.

The following terms of reference guide the operation of the Perth Airport Community Forum:

- an opportunity for Perth Airport to inform the community and key stakeholders of operational and planning matters which may affect the community,
- to enable members of the community to ask questions in relation to matters of interest with ongoing operations and future planning for Perth Airport, and
- to provide a forum for Perth Airport and relevant government agencies (including Airservices Australia) to respond to matters raised by the community.

The Perth Airport Community Forum is an information exchange forum; it is not a decision making body and has no statutory powers.

Meeting Information: The PACF is held following the meeting of the PAMG. The PAMG meets quarterly and generally on the first Thursday of the months of March, June, September and December and generally at venues consistent with the PAMG's local government membership. The PACF commences at 6.30pm and concludes at 8.30pm.

2016/2017 Membership:

Membership	Representative	Proxy
Mayor	Cr Marks	Cr Rossi
Officer	Chief Executive Officer	As determined by the Chief Executive Officer
Officer (PACF Executive Assistant)	Executive Assistant – Technical Services*	N/A

**Non-voting member*

Item 10.11 Continued

OFFICER RECOMMENDATION

BASS MOVED, WOLFF SECONDED,

1. *That the Mayor be appointed to the position of Perth Airport Community Forum (PACF) Committee Member, with the Deputy Mayor as Proxy Committee Member.*
2. *That the Chief Executive Officer be appointed to the position of Perth Airport Community Forum (PACF) Committee Member, with a proxy to be determined by the Chief Executive Officer.*
3. *That the Executive Assistant – Technical Services be appointed to the position of Perth Airport Community Forum (PACF) (Non-Voting) Committee Member.*

CARRIED 9 VOTES TO 0

10.12 PERTH AIRPORTS MUNICIPALITIES GROUP INC (PAMG)

Background

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 12 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.

Meeting Information: Up to four ordinary meetings per annum plus an annual general meeting (coincides with an ordinary meeting). Meetings are generally held the first Thursday 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.

2016/2017 Membership:

Membership	Representative	Proxy
Mayor	Cr Marks	Cr Rossi
Officer (PAMG Treasurer)	Chief Executive Officer	N/A
Officer (PAMG Secretary)	Executive Assistant - Technical Services*	N/A

**Non-voting member*

Item 10.12 Continued

The Presiding Member called for nominations to the position of the Proxy Perth Airports Municipalities Group Inc (PAMG) Committee Member, the following nomination was received;

- Cr Rossi

As there were no further nominations, the Presiding Member closed nominations and declared Cr Rossi elected unopposed to the position of Proxy Perth Airports Municipalities Group Inc (PAMG) Committee Member.

OFFICER RECOMMENDATION

POWELL MOVED, CAYOUN SECONDED,

1. ***That the Mayor be appointed to the position of Perth Airports Municipalities Group Inc (PAMG) Committee Member.***
2. ***That Cr Rossi be elected to the position of Proxy Perth Airports Municipalities Group Inc (PAMG) Committee Member.***
3. ***That the Chief Executive Officer be appointed to the position of Perth Airports Municipalities Group Inc (PAMG) Committee Member.***
4. ***That the Executive Assistant – Technical Services be appointed to the position of Perth Airports Municipalities Group Inc (PAMG) (Non-Voting) Committee Member.***

CARRIED 9 VOTES TO 0

10.13 PUBLIC ART ADVISORY PANEL

Background

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 Public Art Advisory Panel also makes recommendations to Council in relation to acquiring and disposing of public art for the City with the exception of those instances where Council has delegated authority to the Chief Executive Officer.

Meeting Information: Meetings are to be scheduled on the first Tuesday of the month as required.

2016/2017 Membership:

Membership	Representative	Proxy
Mayor	Cr Marks	Cr Rossi
Councillor	Cr Rossi	
Officer	Manager Community Place Making	N/A
Officer	Manager Parks and Environment	N/A
Officer	Coordinator Community Wellbeing	N/A
Officer	Coordinator Parks Projects	N/A
Officer	Place Activation Officer	N/A

The Presiding Member called for two nominations for the position of Public Art Advisory Panel Member, the following nominations were received;

- Cr Rossi
- Cr Marks

As there were no further nominations, the Presiding Member closed nominations and declared Cr Rossi and Cr Marks elected unopposed to the positions of Public Art Advisory Panel Member.

The Presiding Member called for nominations to the position of Proxy Public Arts Advisory Panel Member, the following nomination was received;

- Cr Powell

As there were no further nominations, the Presiding Member closed nominations and declared Cr Rossi elected unopposed to the position of Proxy Public Art Advisory Panel Member.

Item 10.13 Continued

OFFICER RECOMMENDATION

BASS MOVED, RYAN SECONDED,

1. *That Cr Rossi be elected to the position of Public Art Advisory Panel Member.*
2. *That Cr Marks be elected to the position of Public Art Advisory Panel Member.*
3. *That Cr Powell be elected to the position of Proxy Public Art Advisory Panel Member.*
4. *That the Manager Community Place Making be appointed to the position of Public Art Advisory Panel Member.*
5. *That the Manager Parks and Environment be appointed to the position of Public Art Advisory Panel Member.*
6. *That the Coordinator Community Wellbeing be appointed to the position of Public Art Advisory Panel Member.*
7. *That the Coordinator Parks Projects be appointed to the position of Public Art Advisory Panel Member.*
8. *That the Place Activation Officer be appointed to the position of Public Art Advisory Panel Member.*

CARRIED 9 VOTES TO 0

10.14 SWAN RIVER TRUST

Background

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.

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

2016/2017 Membership:

Membership	Representative	Proxy
Mayor	Cr Marks	Cr Ryan

The Presiding Member called for nominations to the position of Proxy Swan River Trust Board Member, the following nomination was received;

- Cr Ryan

As there were no further nominations, the Presiding Member closed nominations and declared Cr Ryan elected unopposed to the position of Proxy Swan River Trust Board Member.

OFFICER RECOMMENDATION

WOLFF MOVED, BASS SECONDED,

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

CARRIED 9 VOTES TO 0

10.15 WA LOCAL GOVERNMENT ASSOCIATION EAST METROPOLITAN ZONE

Background

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 2 hours.

2016/2017 Membership:

Membership	Representative	Proxy
Mayor*	Cr Marks*	N/A
Councillor**	Cr Powell**	Cr Wolff***
Councillor**	Cr Cayoun**	

* Voting delegate at the WALGA AGM

**Determination of the voting delegate and 1st 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

***2nd Proxy voting delegate at the WALGA AGM

The Presiding Member called for two nominations for the position of WA Local Government Association East Metropolitan Zone Committee Member, the following nominations were received;

- Cr Cayoun
- Cr Wolff

As there were no further nominations, the Presiding Member closed nominations and declared Cr Cayoun and Cr Wolff elected unopposed as WA Local Government Association East Metropolitan Zone Committee Members.

The Presiding Member called for nominations to the position of Proxy WA Local Government Association East Metropolitan Zone Committee Member, the following nomination was received;

- Cr Powell

As there were no further nominations, the Presiding Member closed nominations and declared Cr Powell elected unopposed to the position of Proxy WA Local Government Association East Metropolitan Zone Committee Member.

Item 10.15 Continued

OFFICER RECOMMENDATION

BASS MOVED, SEKULLA SECONDED,

1. *That the Mayor be appointed to the position of WA Local Government Association East Metropolitan Zone Committee Member (Voting Delegate).*
2. *That Cr Cayoun be elected to the position of WA Local Government Association East Metropolitan Zone Committee Member.*
3. *That Cr Wolff be elected to the position of WA Local Government Association East Metropolitan Zone Committee Member.*
4. *That Cr Powell be elected to the position of Proxy WA Local Government Association East Metropolitan Zone Committee Member.*

CARRIED 9 VOTES TO 0

11. REPORTS OF ADMINISTRATION

11.1 STANDING COMMITTEE (AUDIT AND RISK) – APPOINTMENT OF AN INDEPENDENT MEMBER

BUSINESS EXCELLENCE BELMONT

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Confidential Attachment 1 – Item 11.1 refers	<u>Independent Member – Expression of Interest and Profile</u>

Voting Requirement	:	Simple Majority
Subject Index	:	19/003 Standing Committee (Audit and Risk)
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil.
Previous Items	:	19 October 2015 SCM – Item 11.1
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

COUNCIL ROLE

- | | | |
|-------------------------------------|-----------------------|---|
| <input type="checkbox"/> | Advocacy | <i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i> |
| <input checked="" type="checkbox"/> | Executive | <i>The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i> |
| <input type="checkbox"/> | Legislative | <i>Includes adopting local laws, local planning schemes and policies.</i> |
| <input type="checkbox"/> | Review | <i>When Council reviews decisions made by Officers.</i> |
| <input type="checkbox"/> | Quasi-Judicial | <i>When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |

PURPOSE OF REPORT

For Council to consider the appointment of an Independent Member to the Standing Committee (Audit and Risk).

SUMMARY AND KEY ISSUES

An Independent Member is appointed to the Standing Committee (Audit and Risk) for a maximum term of two years to align with local government ordinary elections. This appointment is made in line with Local Government Operational Guideline Number 9 – Audit in Local Government (the appointment, function and responsibilities of Audit Committees).

Item 11.1 Continued

LOCATION

N/A

CONSULTATION

Advertisements for this position were placed in 'The West Australian' on Wednesday, 20 September 2017 and the 'Southern Gazette' on Tuesday, 26 September 2017 inviting expressions of interest from suitably qualified and experienced persons.

STRATEGIC COMMUNITY PLAN IMPLICATIONS

In accordance with the Strategic Community Plan Key Result Area: Business Excellence Belmont.

Objective: Achieve excellence in the management and operation of the local government.

Strategy: Ensure Council is engaged at a strategic level to enable effective decision making.

POLICY IMPLICATIONS

There are no significant policy implications evident at this time.

STATUTORY ENVIRONMENT

The existence and conduct of the Standing Committee (Audit and Risk) ensures compliance with the *Local Government Act 1995* and the *Local Government (Audit) Regulations 1996*.

BACKGROUND

Local Government Operational Guideline Number 9 – Audit in Local Government outlines the appointment, functions and responsibilities of Audit Committees.

This guideline details the process for the appointment of an Independent Member to the Standing Committee (Audit and Risk) with the appropriate skills and experience, to provide Council and the community with an increased level of Corporate Governance and to ensure a best practice approach.

Advertisements were placed in 'The West Australian' and 'Southern Gazette' newspapers inviting expressions of interest from suitably qualified and experienced persons. Only one expression of interest was received, this from the current independent member, Mr Ron Back. Refer [Confidential Attachment 1](#).

Item 11.1 Continued

OFFICER COMMENT

Mr Back's comprehensive experience in both the fields of Local Government and Auditing, together with his continued exposure to the Local Government industry through his consultancy positions, makes him an ideal candidate to continue the role of Independent Member of the Standing Committee (Audit and Risk).

The appointment will be for a two year period, to expire immediately before the next Ordinary Election being 19 October 2019.

FINANCIAL IMPLICATIONS

Expenses for the Independent Member of the Standing Committee (Audit and Risk) are appropriately budgeted.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time.

SOCIAL IMPLICATIONS

There are no social implications at this time.

OFFICER RECOMMENDATION

ROSSI MOVED, CAYOUN SECONDED,

That Mr Ron Back be appointed to the position of Independent Member of the Standing Committee (Audit and Risk) for a term to expire 18 October 2019 at an hourly reimbursement of expenses rate of \$132.00 per hour (inclusive of GST), to be paid in arrears and reviewed annually by the Chief Executive Officer.

CARRIED 9 VOTES TO 0

12. CLOSURE

On behalf of the Council the Presiding Member thanked Mrs Peg Parkin, AM JP for her assistance.

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 8.12pm.

Item 11.1 Continued

MINUTES CONFIRMATION CERTIFICATION

The undersigned certifies that these minutes of the Special Council Meeting held on 23 October 2017 were confirmed as a true and accurate record at the Ordinary Council Meeting held 28 November 2017:

Signed by the Person Presiding: 

PRINT name of the Person Presiding: PHILIP MARKS

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