



City of Belmont

SPECIAL COUNCIL MEETING

MINUTES

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21 October 2019

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CONFIDENTIAL ATTACHMENTS INDEX

Confidential Attachment 1 – Item 11.1 refers
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TABLED ATTACHMENTS INDEX

Tabled Attachment 1 – Item 3 refers

SPECIAL COUNCIL MEETING MINUTES

PRESENT

Cr P Marks, Mayor	East Ward
Cr G Sekulla, JP, Deputy Mayor	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
Cr L Cayoun	West Ward
Cr R Rossi, JP	West Ward

IN ATTENDANCE

Mr J Christie	Chief Executive Officer
Ms J Gillan	Director Development and Communities
Mr J Olynyk, JP	A/Director Corporate and Governance
Mr M Ralph	A/Director Infrastructure Services
Mrs M Lymon	A/Manager Governance
Ms D Morton	A/Coordinator Marketing and Communications
Mrs J Barnes	Senior Governance Officer
Ms S D'Agnone	Governance Officer

GUESTS

Ms D Gearon (<i>dep 7.02pm</i>)	Returning Officer, Western Australian Electoral Commission
Mr C Watson, JP	President, Royal Association of Justices, WA

MEMBERS OF THE GALLERY

There were nine 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 the Acknowledgement of Country.

Before I begin I would like to acknowledge the traditional owners of the land on which we are meeting today, the Noongar Whadjuk people, and pay respect to Elders past, present and future leaders.

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:

- Mrs Margie Bass made an Elected Member Declaration to take the Office of East Ward Councillor for a term of four years.
- Mr Phil Marks made an Elected Member Declaration to take the Office of East Ward Councillor for a term of four years.
- Mr Robert Rossi made an Elected Member Declaration to take the Office of West Ward Councillor for a term of four years.
- Mr Steve Wolff made an Elected Member Declaration to take the Office of East Ward Councillor for a term of four years.

3. REPORT OF THE RETURNING OFFICER BIENNIAL ELECTION – 2019

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Tabled Attachment 1 – Item 3 refers	<u>Report of the Returning Officer – 2019 Election</u>

Ms Dianne Gearon, Returning Officer, presented her report.
(Refer [Tabled Attachment 1](#)).

POWELL MOVED, DAVIS SECONDED, that the Report of the Returning Officer – 2019 Election as provided under Tabled Attachment 1 be received and accepted.

CARRIED 9 VOTES TO 0

4. APOLOGIES AND LEAVE OF ABSENCE

Mr R Garrett (Apology)

Director Corporate and Governance

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

The Presiding Member advised that Public Question Time during Council meetings is audio recorded for minute verification purposes and requested that the Governance Officer commence recording.

6.45pm The Chief Executive Officer drew the public gallery's attention to the rules of Public Question Time as written on the public question form and advised that all questions from the gallery must be relevant to the agenda items for this meeting.

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 a question.

The Chief Executive Officer invited members of the public who had yet to register their interest to ask a question to do so. One registration was forthcoming.

7.1.1 Ms L HOLLANDS, 2 MILLER AVENUE, REDCLIFFE, ON BEHALF OF BELMONT RESIDENTS AND RATEPAYERS ACTION GROUP

1. Why was the electronic counting done in the East Ward and not in the other two wards?

Response

The Returning Officer advised an electronic count was carried out in the East Ward as there were two vacancies and seven candidates. The total number of voting combinations meant the count would have taken substantially longer if it was done manually. The Western Australian Electoral Commission (WAEC) made the decision that it was more viable to conduct an electronic count.

2. Is this likely to be a regular thing or is this just on an as needed basis?

Response

The Returning Officer advised that electronic counts are carried out on an as needed basis. The number of candidates and vacancies determines the number of possible voting combinations.

3. When are there likely to be outcomes to the complaints that have been lodged?

Response

The Returning Officer advised that all complaints received prior to 21 October 2019 have been dealt with. A complaint received today (21 October 2019) will be dealt with and responded to by WAEC.

6.48pm As there were no further questions, the Chief Executive Officer declared Public Question Time closed and requested that the Governance Officer cease audio recording.

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 given to the Chief Executive Officer in writing prior to the close of nominations. 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 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 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 Chief Executive Officer advised that two written nominations for the Office of Mayor had been received, these being from Cr Marks and Cr Rossi, and called for further nominations for the Office of Mayor.

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

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

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

6.51pm Cr Powell departed the meeting.

6.52pm Cr Powell returned to the meeting.

6.54pm Cr Bass departed the meeting.

6.56pm Cr Bass returned to the meeting.

7.02pm Ms Gearon departed the meeting and did not return.

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 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:

- Cr Sekulla was nominated by Cr Davis; and
- Cr Rossi was nominated by Cr Cayoun.

Cr Sekulla and Cr Rossi both accepted their 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 Chief Executive Officer declared the successful candidate as Cr Sekulla, who was duly elected as Deputy Mayor.

6.56pm The A/Coordinator, Marketing and Communications departed the meeting.

6.59pm The A/Coordinator, Marketing and Communications returned to the meeting.

8.4 DECLARATION OF OFFICE BY NEWLY ELECTED DEPUTY MAYOR

Mr Watson JP conducted the swearing in ceremony.

Cr Sekulla 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)

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.

The Committee is a formally appointed Committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer (CEO) has legislative responsibility and does not have any delegated power from Council. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

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 CEO.

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) 2018-2019 Membership

Membership	Representative	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 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

POWELL 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 East Ward Proxy 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 South Ward Proxy 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 West Ward Proxy Councillor of the Standing Committee (Audit and Risk).*

CARRIED BY ABSOLUTE MAJORITY 9 VOTES TO 0

9.2 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 Community Development, Community Placemaking and Community Safety and Crime Prevention.

The Committee is a formally appointed Committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer (CEO) has legislative responsibility and does not have any delegated power from Council. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

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 CEO.

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) 2018-2019 Membership

Membership	Representative	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 Powell – South Ward (Member)
- Cr Davis – South Ward (Proxy Member)

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

Item 9.2 Continued

OFFICER RECOMMENDATION

BASS MOVED, RYAN 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 East Ward Proxy 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 South Ward Proxy 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 West Ward Proxy Councillor of the Standing Committee (Community Vision).*

CARRIED BY ABSOLUTE MAJORITY 9 VOTES TO 0

9.3 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.

The Committee is a formally appointed Committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer (CEO) has legislative responsibility and does not have any delegated power from Council. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

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 CEO.

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) 2018-2019 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 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 Powell – South Ward (Proxy Member)

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

Item 9.3 Continued

OFFICER RECOMMENDATION

BASS MOVED, POWELL 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 East Ward Proxy 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 South Ward Proxy 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 West Ward Proxy Councillor of the Standing Committee (Environmental).*

CARRIED BY ABSOLUTE MAJORITY 9 VOTES TO 0

9.4 ELECTION OF COMMITTEE PRESIDING AND DEPUTY PRESIDING MEMBERS

7.25pm **WOLFF MOVED, DAVIS SECONDED**, that the meeting be adjourned to conduct the election of Standing Committee Presiding and Deputy Presiding Members.

CARRIED 9 VOTES TO 0

7.42pm **BASS MOVED, DAVIS SECONDED**, that the meeting be reconvened.

CARRIED 9 VOTES TO 0

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 Powell Presiding Member
Cr Ryan 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.

NOTE:

The revised Terms of Reference for Advisory Groups now state that Elected Members are part of the quorum. It is essential that Elected Members appointed to Advisory Groups attend all meetings or arrange for their proxy to attend in their absence.

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]).
- (f) **Apologies** are to be provided in writing with as much notice as possible. Committee Members are responsible for ensuring the Proxy Member attends in their absence.

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 Belmont's Aboriginal and Torres Strait Islander community.
- b. forums exist and community members and stakeholders are given the opportunity to assist in the development and implementation of the City's Reconciliation Action Plan (RAP).
- 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 Aboriginal Advisory Group 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.

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.

The quorum at any meeting will be one third of members, including an Elected Member and an Officer of the City. For Advisory Groups with 10 or less members, the quorum shall be 50 per cent, including an Elected Member and an Officer of the City.

Aboriginal Reference Committee 2018-2019 Membership

Membership	Representative	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	Cultural Engagement Officer	N/A

Item 10.1 Continued

OFFICER RECOMMENDATION

POWELL MOVED, BASS SECONDED,

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

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 (AIP).
- 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

Meetings will be held on Fridays, every second month and will be scheduled for two (2) hours duration from 10.30am, unless previous 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.

The quorum at any meeting will be one third of members, including an Elected Member and an Officer of the City. For Advisory Groups with 10 or less members, the quorum shall be 50 per cent, including an Elected Member and an Officer of the City.

Disability Access and Inclusion Focus Group 2018-2019 Membership

Membership	Representative	Proxy
Councillor	Cr Bass	Cr Rossi
Officer	Manager Community Development	N/A
Officer	Coordinator Community Development	N/A
Officer	Seniors and Disability Engagement Officer	N/A

The Presiding Member called for nominations for the position of Access and Inclusion Advisory 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 Access and Inclusion Advisory Group Member.

The Presiding Member called for nominations to the position of Access and Inclusion Advisory Group Proxy 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 Access and Inclusion Advisory Group Proxy Member.

Item 10.2 Continued

OFFICER RECOMMENDATION

DAVIS MOVED, BASS 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 Access and Inclusion Advisory Group Proxy 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 Development 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 (AFBP).
- 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

Meetings will be held on Wednesdays, every second month and will be scheduled for two (2) hours duration from 10.30am, 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.

The quorum at any meeting will be one third of members, including an Elected Member and an Officer of the City. For Advisory Groups with 10 or less members, the quorum shall be 50 per cent, including an Elected Member and an Officer of the City.

Age Friendly Focus Group 2018-2019 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
Officer	Seniors and Disability Engagement Officer	N/A

The Presiding Member called for nominations for the position of Age Friendly Advisory 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 Advisory Group Member.

The Presiding Member called for nominations to the position of Age Friendly Advisory Group Proxy Member. No nominations were received.

Item 10.3 Continued

OFFICER RECOMMENDATION

BASS MOVED, DAVIS SECONDED,

1. ***That Cr Powell be elected to the position of Age Friendly Advisory Group Member.***
2. ***That the Manager Economic and Community Development be appointed to the position of Age Friendly Advisory Group Member.***
3. ***That the Coordinator Community Development be appointed to the position of Age Friendly Advisory Group Member.***
4. ***That the Coordinator Community Services 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 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 are held during business hours and will be chaired by PAPL's Environment and Sustainability Manager and will be minuted by a PAPL representative.

Airport Consultative Environment and Sustainability Group 2018-2019 Membership

Membership	Status	Proxy
Councillor	Cr Ryan	Cr Bass
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 Airport Consultative Environment and Sustainability Group Proxy 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 Airport Consultative Environment and Sustainability Group Proxy Member.

Item 10.4 Continued

OFFICER RECOMMENDATION

DAVIS MOVED, BASS 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 Airport Consultative Environment and Sustainability Group Proxy 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 MUSEUM ADVISORY GROUP

Purpose of Group

The Belmont Museum Advisory Group (BMAG) 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 Collection Management Policy and other such policies.
- 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.

Meeting Information

Meetings will be held on Mondays every second month at 9.30am 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.

The quorum at any meeting will be one third of members, including an Elected Member and an Officer of the City. For Advisory Groups with 10 or less members, the quorum shall be 50 per cent, including an Elected Member and an Officer of the City.

Belmont Museum Advisory Group 2018-2019 Membership

Membership	Representative	Proxy
Councillor	Cr Rossi	Cr Bass
Officer	Manager Community Placemaking	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 Belmont Museum Advisory Group Proxy 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 Belmont Museum Advisory Group Proxy Member.

Item 10.5 Continued

OFFICER RECOMMENDATION

SEKULLA MOVED, BASS SECONDED,

1. *That Cr Rossi be elected to the position of Belmont Museum Advisory Group Member.*
2. *That Cr Ryan be elected to the position of Belmont Museum Advisory Group Proxy Member.*
3. *That the Manager Community Placemaking 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

10.6 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.

Meeting Information

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

Belmont Retirement Villages Board of Management (Inc.) 2018-2019 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 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 Committee Member.

The Presiding Member called for nominations to the position of Belmont Retirement Villages Board of Management Proxy 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 Belmont Retirement Villages Board of Management Proxy Committee Member.

Item 10.6 Continued

OFFICER RECOMMENDATION

POWELL MOVED, BASS 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 Belmont Retirement Villages Board of Management Proxy 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

10.7 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.

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.

Belmont Sister City Association (Inc.) 2018-2019 Membership

Membership	Representative	Proxy
Councillor	Cr Sekulla	Cr Davis
Officer	Coordinator Community Projects	N/A

Sister City Tour – Council Representative	2018 2019	Cr Rossi Cr Sekulla
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The Presiding Member called for nominations for the position of Belmont Sister City Association 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 Committee Member.

The Presiding Member called for nominations to the position of Belmont Sister City Association Proxy 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 Belmont Sister City Association Proxy Committee Member.

OFFICER RECOMMENDATION

DAVIS MOVED, BASS SECONDED,

- 1. That Cr Sekulla be elected to the position of Belmont Sister City Association Committee Member.***
- 2. That Cr Powell be elected to the position of Belmont Sister City Association Proxy 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

10.8 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 Action Plan (MAP).
- 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

Meetings will be held on the third Thursday of every second month at 10am 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.

The quorum at any meeting will be one third of members, including an Elected Member and an Officer of the City. For Advisory Groups with 10 or less members, the quorum shall be 50 per cent, including an Elected Member and an Officer of the City.

Cultural Diversity Focus Group 2018-2019 Membership

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

The Presiding Member called for nominations for the position of Cultural Diversity Advisory 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 Advisory Group Member.

The Presiding Member called for nominations to the position of Cultural Diversity Advisory Group Proxy 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 Cultural Diversity Advisory Group Proxy Member.

Item 10.8 Continued

OFFICER RECOMMENDATION

SEKULLA MOVED, POWELL SECONDED,

1. That Cr Powell be elected to the position of Cultural Diversity Advisory Group Member.
2. That Cr Davis be elected to the position of Cultural Diversity Advisory Group Proxy 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 Development 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 EASTERN METROPOLITAN REGIONAL COUNCIL

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, City 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.

Eastern Metropolitan Regional Council 2018-2019 Membership

Membership	Representative	Proxy
Councillor	Cr Powell	Cr Marks
Councillor	Cr Wolff	

The Presiding Member called for nominations for the two positions of Eastern Metropolitan Regional Council Member. The following nominations were received:

- Cr Powell
- Cr Rossi
- Cr Wolff

An election for the two positions of Eastern Metropolitan Regional Council Member was conducted and ballot papers were distributed to all Elected Members to cast their vote.

The Presiding Member declared Cr Powell and Cr Wolff nominated to the two positions of Eastern Metropolitan Regional Council.

The Presiding Member called for nominations to the position of Eastern Metropolitan Regional Council Proxy 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 Metropolitan Regional Council Proxy Member.

8.13pm Cr Bass departed the meeting.

8.15pm Cr Bass returned to the meeting.

Item 10.9 Continued

OFFICER RECOMMENDATION

POWELL MOVED, DAVIS SECONDED,

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

CARRIED 9 VOTES TO 0

10.10 METRO CENTRAL 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 Central Joint DAP incorporates the Local Governments of Bassendean, Bayswater, Belmont, Canning, 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. Meetings are held within business hours.

2018-2019 Membership

Membership	Member*	Alternate Member**
Councillor	Cr Marks*	Cr Powell**
Councillor	Cr Rossi*	Cr Wolff**

* Term Expires 26/01/2020

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

Note:

JDAP member terms were extended by Department of Planning, Lands and Heritage until 26 January 2020. New nominations, which will commence on 27 January 2020 are required.

The Presiding Member called for nominations for the two positions of Metro Central Joint Development Assessment Panel (JDAP) Members from 27 January 2020 to 26 January 2022. 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 Metro Central Joint Development Assessment Panel (JDAP) Members from 27 January 2020 to 26 January 2022.

The Presiding Member called for nominations for the two positions of Metro Central Joint Development Assessment Panel (JDAP) Alternate Members from 27 January 2020 to 26 January 2022. The following nominations were received:

- Cr Powell
- Cr Wolff

As there were no further nominations, the Presiding Member closed nominations and declared Cr Powell and Cr Wolff elected unopposed to the positions of Metro Central Joint Development Assessment Panel (JDAP) Alternate Members from 27 January 2020 to 26 January 2022.

Item 10.10 Continued

OFFICER RECOMMENDATION

BASS MOVED, DAVIS SECONDED,

1. *That Cr Rossi be nominated to the position of Metro Central Joint Development Assessment Panel (JDAP) Member, 27 January 2020 to 26 January 2022.*
2. *That Cr Marks be nominated to the position of Metro Central Joint Development Assessment Panel (JDAP) Member, 27 January 2020 to 26 January 2022.*
3. *That Cr Powell be nominated to the position of Metro Central Joint Development Assessment Panel (JDAP) Alternate Member, 27 January 2020 to 26 January 2022.*
4. *That Cr Wolff be nominated to the position of Metro Central Joint Development Assessment Panel (JDAP) Alternate Member, 27 January 2020 to 26 January 2022.*

CARRIED 9 VOTES TO 0

10.11 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 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 last Thursday of February, May, August and November. 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. 2018-2019 Membership

Membership	Representative	Deputy Delegate
Delegate	Cr Marks	Cr Rossi

Item 10.11 Continued

The Presiding Member called for nominations to the position of Perth Airports Municipalities Group Inc. (PAMG) Deputy Delegate. 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 Perth Airports Municipalities Group Inc. (PAMG) Deputy Delegate.

OFFICER RECOMMENDATION

BASS MOVED, RYAN SECONDED,

1. ***That the Mayor be nominated for the position of Perth Airports Municipalities Group Inc. (PAMG) Delegate.***
2. ***That Cr Rossi be nominated for the position of Perth Airports Municipalities Group Inc. (PAMG) Deputy Delegate.***

CARRIED 9 VOTES TO 0

10.12 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 Masterplan or similar strategy/policy'.

Meeting Information

Meetings are to be scheduled on the first Tuesday of every month as required (except January), at 3.30pm.

Public Art Advisory Panel 2018-2019 Membership

Membership	Representative	Proxy
Mayor	Cr Marks	Cr Powell
Councillor	Cr Rossi	
Officer	Manager Community Placemaking	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 nominations for the position of Public Art Advisory Panel 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 Public Art Advisory Panel Member.

The Presiding Member called for nominations to the position of Public Art Advisory Panel Proxy 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 Public Art Advisory Panel Proxy Member.

Item 10.12 Continued

OFFICER RECOMMENDATION

BASS MOVED, POWELL SECONDED,

1. That the Mayor be appointed to the position of Public Art Advisory Panel Member.
2. That Cr Davis be elected to the position of Public Art Advisory Panel Member.
3. That Cr Bass be elected to the position of Public Art Advisory Panel Proxy Member.
4. That the Manager Community Placemaking 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 Placemaking be appointed to the position of Public Art Advisory Panel Member.
7. That the Parks Projects Coordinator be appointed to the position of Public Art Advisory Panel Member.
8. That the Placemaking Officer be appointed to the position of Public Art Advisory Panel Member.

CARRIED 9 VOTES TO 0

10.13 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.

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 2018-2019 Membership

Membership	Representative	Proxy
Mayor	Cr Marks	Cr Ryan

The Presiding Member called for nominations to the position of Proxy Council Representative on the Swan River Trust. 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 Council Representative on the Swan River Trust.

OFFICER RECOMMENDATION

CAYOUN MOVED, DAVIS SECONDED,

- 1. That the Mayor be appointed to the position of Council Representative on the Swan River Trust.**
- 2. That Cr Ryan be elected to the position of Proxy Council Representative on the Swan River Trust.**

CARRIED 9 VOTES TO 0

10.14 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. Duration of meetings is approximately 2 hours.

WA Local Government Association East Metropolitan Zone 2018-2019 Membership

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

** 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 nominations for the two positions of WA Local Government Association East Metropolitan Zone Committee Member. The following nominations were received:

- Cr Ryan
- Cr Sekulla

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

The Presiding Member called for nominations to the position of WA Local Government Association East Metropolitan Zone Proxy 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 WA Local Government Association East Metropolitan Zone Proxy Committee Member.

Item 10.14 Continued

OFFICER RECOMMENDATION

POWELL MOVED, BASS 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 Sekulla be elected to the position of WA Local Government Association East Metropolitan Zone Committee Member.*
3. *That Cr Ryan be elected to the position of WA Local Government Association East Metropolitan Zone Committee Member.*
4. *That Cr Davis be elected to the position of WA Local Government Association East Metropolitan Zone Proxy Committee Member.*

CARRIED 9 VOTES TO 0

11. REPORTS OF ADMINISTRATION

Note:

The Presiding Member advised that in accordance with Section 5.23 of the *Local Government Act 1995* if there was any discussion or debate on the Confidential Attachments for Item 11.1, Council would need to go behind closed doors. As there were no questions, Council did not go behind closed doors.

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

BUSINESS EXCELLENCE BELMONT

ATTACHMENT DETAILS

Attachment No	Details
Confidential Attachment 1 – Item 11.1 refers	Independent Member – Expressions of Interest and Profile 1
Confidential Attachment 2 – Item 11.1 refers	Independent Member – Expressions of Interest and Profile 2
Confidential Attachment 3 – Item 11.1 refers	Independent Member – Expressions of Interest and Profile 3

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 : 23 October 2047 SCM – Item 11.1
Applicant : N/A
Owner : N/A
Responsible Division : Corporate and Governance

COUNCIL ROLE

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, local planning schemes and policies.*
- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *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.*

PURPOSE OF REPORT

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

Item 11.1 Continued

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).

LOCATION

Not applicable.

CONSULTATION

There has been no specific consultation undertaken in respect to this matter.

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 policy implications associated with this report.

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' on Wednesday, 11 September 2019 and 'Southern Gazette' on Thursday 12 September 2019 inviting expressions of interest from suitably qualified and experienced persons. Three expressions of interest were received, and are attached as [Confidential Attachment 1](#), [Confidential Attachment 2](#) and [Confidential Attachment 3](#).

Item 11.1 Continued

OFFICER COMMENT

An Evaluation Panel consisting of Director Corporate and Governance, Manager Finance and Principal Governance and Compliance Advisor assessed the three Expressions of Interest and evaluated them against the criteria outlined in the advertisement.

1	Business or Financial Management knowledge and experience.
2	Business or Financial Reporting knowledge and experience.
3	Conversant with financial and other reporting requirements.
4	Local Government Exposure (advertised as not essential - highly regarded).

Following independent evaluation by each member of the panel, the Evaluation Panel met to discuss the evaluations, criteria and the proposed level of reimbursement provided by each of the applicants.

Mr Ron Back achieved the highest score through the evaluation process and also provides the most cost effective reimbursement levels. Mr Back has 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 16 October 2021.

FINANCIAL IMPLICATIONS

Expenses for the Independent Member of the Standing Committee (Audit and Risk) are appropriately budgeted, the amount included in the current budget covers the level of reimbursement requested by Mr Back.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications associated with this report.

SOCIAL IMPLICATIONS

There are no social implications associated with this report.

OFFICER RECOMMENDATION

POWELL MOVED, SEKULLA SECONDED

That Council appoint Mr Ron Back to the position of Independent Member of the Standing Committee (Audit and Risk) for a term to expire 15 October 2021 at an hourly reimbursement of expenses rate as detailed in the Confidential Attachment to be paid in arrears.

CARRIED 9 VOTES TO 0

12. CLOSURE

On behalf of the Council the Presiding Member thanked Mr Craig Watson JP and Ms Gearon for their assistance.

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 8.27pm.

MINUTES CONFIRMATION CERTIFICATION

The undersigned certifies that these minutes of the Special Council Meeting held on 21 October 2019 were confirmed as a true and accurate record at the Ordinary Council Meeting held 19 November 2019:

Signed by the Person Presiding:  _____

PRINT name of the Person Presiding: **PHILIP MARKS**
