

5.5.4 LATE ITEM: Appointment of Council Members to various Statutory Authorities, Advisory and Working Groups

Ward:	-	Date:	30 October 2015
Precinct:	-	File Ref:	Various
Attachments:	1 - Advisory and Working Group Terms of Reference 2 - Advisory Group Policy No. 4.2.12		
Tabled Items:	-		
Reporting Officer:	Len Kosova, Chief Executive Officer		
Responsible Officer:	Len Kosova, Chief Executive Officer		

OFFICER RECOMMENDATION

That Council:

1. **APPOINTS** the following Council Members as Council’s representatives on the various Statutory Authorities, Advisory and Working Groups specified hereunder for the term 17 November 2015 to 20 October 2017 (unless otherwise specified);

1.1 STATUTORY AUTHORITIES (ABSOLUTE MAJORITY DECISION REQUIRED):

1. **Swan River Trust** (only matters relating to City of Vincent) (1 Council Member)

Member:

1.

2. **Swan River Trust - River Protection Strategy Advisory Committee** (1 Council Member)

Member:

1.

1.2 ADVISORY GROUPS (SIMPLE MAJORITY REQUIRED):

1. **Arts Advisory Group** (3 Council Members, plus up to 5 Community Representatives)

Members:

- 1.
- 2.
- 3.

and;

the Chair of the Advisory Group be

2. **Business Advisory Group (3 Council Members, plus up to 5 Business Representatives: 1 from each of the recognised Town Teams: Leederville Connect / Mount Hawthorn Hub / Beaufort Street Network / North Perth Local / William Street (On William))**

Members:

1.
2.
3.

and;

the Chair of the Advisory Group be

3. **Children and Young People Advisory Group (3 Council Members, plus up to 5 Community Representatives)**

Members:

1.
2.
3.

and;

the Chair of the Advisory Group be

4. **Environmental Advisory Group (Up to 4 Council Members, plus up to 5 Community Representatives)**

Members:

1.
2.
3.
4.

and;

the Chair of the Advisory Group be

5. **Road Safety Advisory Group (3 Council Members, plus up to 4 Community Representatives, including Business)**

Members:

1.
2.
3.

and;

the Chair of the Advisory Group be

6. **Safer Vincent Crime Prevention Partnership** (3 Council Members, plus up to 7 Community Representatives)

Members:

1.
2.
3.

and;

the Chair of the Advisory Group be

1.3 **WORKING GROUPS** (SIMPLE MAJORITY REQUIRED):

1. **Claise Brook North Community Liaison Group** (3 Council Members, plus up to 3 Community Representatives)

Members:

1.
2.
3.

2. **Metropolitan Regional Road Group (MRRG) Central Technical Sub-Group** (Cities of Perth, Subiaco and Vincent) (1 Council Member)

Member:

1.

3. **Parks Working Group (PWG)** (1 Council Member)

Members:

1.

4. **Vincent Accord** (1 Council Member)

Members:

1.

2. **REQUESTS** the Chief Executive Officer to advertise for Community Representatives to the following City Advisory and Working Groups for the 2015-2017 period (until 20 October 2017):

2.1 **Arts Advisory Group** (up to 5 Community Representatives required);

2.2 **Business Advisory Group** (up to 5 Business Representatives required – 1 from each of the recognised Town Teams:

- Leederville Connect
- Mount Hawthorn Hub
- Beaufort Street Network
- North Perth Local
- William Street (On William));

Plus;

3 Persons with relevant local business experience, sourced from a public expression of interest process, to provide a representative perspective for businesses;

2.3 Children and Young People Advisory Group (up to 5 Community Representatives required)

2.4 Environmental Advisory Group (up to 5 Community Representatives required);

2.5 Road Safety Advisory Group (up to 4 Community Representatives, including Business, required);

2.6 Safer Vincent Crime Prevention Partnership (up to 7 Community Representatives required, including External Organisations / Representatives*)

*** Nyoongar Patrol System and Ethnic Communities Council are the external organisations represented on the Safer Vincent Crime Prevention Partnership;**

2.7 Claise Brook North Community Liaison Group (up to 3 Community Members required); and

3. EXPRESSES its appreciation to previous Community and Business Representatives for their past contributions to the City's Advisory and Working Groups.

PURPOSE OF REPORT:

The purpose of the report is to appoint Council Members to the Statutory Authorities and City of Vincent Advisory and Working Groups.

BACKGROUND:

As part of Council's role in governing for the City, Council Members represent Council on a wide range of Statutory Authorities, Advisory and Working Groups.

At the Council Meeting held on 22 September 2015, Council considered a review of the Advisory and Working Groups and Committees and resolved as follows:

"That Council:

1. *NOTES Administration's review of the City's Advisory Groups, Working Groups and Committees;*
 2. *DISBANDS the following Groups for the reasons outlined in Administration's report:*
 - a) *Building Design & Conservation Occasional Advisory Group;*
 - b) *Community Development Advisory Group;*
 - c) *Garden Awards Advisory Group;*
 - d) *Britannia Reserve Masterplan Reference Group;*
 - e) *Cheriton Street Property Working Group;*
 - f) *Foyer Oxford Community Reference Group;*
 - g) *Leederville Town Centre Enhancement Working Group;*
 - h) *Vincent "One-in All-in" Campaign Working Group;*
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3. *REQUIRES Administration to submit a further report to Council in October 2015 to:*
 - a) *Change the Terms of Reference of the Arts Advisory Group to expressly include membership of persons with arts expertise who have the ability to provide expert advice on public art commissions and percent for art acquisitions;*
 - b) *Change the Terms of Reference of the Children and Young People Advisory Group to expressly include membership of persons from leading Youth Organisations within or operating within the City of Vincent, the 18-25 year age group, each of the Town Centres, and local schools;*
 - c) *Change the Terms of Reference of the Integrated Transport Advisory Group to rename the Group to the Road Safety Advisory Group and to ensure the Terms of Reference accurately reflect the Group's core focus on road safety and traffic issues;*
 - d) *Change the Terms of Reference of the Sustainability Advisory Group to rename the Group to the Environmental Advisory Group and to ensure the Terms of Reference reflect the Group's core focus on reviewing water and energy efficiency initiatives, environmental programs and improved waste minimisation and management practices in the City of Vincent;*
 - e) *Change the Terms of Reference of the Local Business Advisory Group to rename the Group to the Business Advisory Group and to ensure the Terms of Reference provide improved direction, purpose and bona fide input into the City's actions and decisions that affect the attraction, retention and growth of businesses in the City of Vincent;*
4. *DELETES the North West District Planning Committee from the list of Committees to which Council appoints a member, due to the fact that the Western Australian Planning Commission no longer operates District Planning Committees;*
5. *REQUIRES Administration to submit a further report to Council by November 2015 to consider:*
 - a) *A Draft Policy for the establishment and operation of a new Community Engagement Panel, as outlined in Administration's report; and*
 - b) *Draft Terms of Reference for the establishment and operation of a new Cycling Advisory Group and Reconciliation Action Plan Working Group, as outlined in Administration's report."*

At the Council Meeting held on 27 October 2015, Council approved the continuation of the current Design Advisory Committee (DAC) Members from 1 November 2015 to 31 December 2015 to enable selection of a new panel.

At the same Council Meeting, Council considered revised Terms of Reference for the following Advisory Groups:

- Arts Advisory Group;
- Children and Young People Advisory Group;
- Integrated Transport Advisory Group;
- Sustainability Advisory Group; and
- Local Business Advisory Group.

This matter was deferred to the Council Meeting to be held on 17 November 2015 and is listed for discussion at Item 9.5.4 in this agenda. The changes to the names, membership and terms of reference recommended in that Item have been reflected in this report.

The relevant Statutory Authorities, Advisory and Working Groups are shown below and it is necessary that Council determine its delegates to these positions.

DETAILS:

Statutory Authorities

An ABSOLUTE MAJORITY decision of Council is required to appoint Council Members to the following Statutory Authorities:

1. Swan River Trust (*only matters relating to City of Vincent*) (1 Council Member)

Background

Meeting Occurrence:	When required
Date of Meeting:	When suitable
Time of Meeting:	When suitable
Location of Meeting:	Swan River Trust Offices
Responsible Liaison Officer:	Director Development Services or Director Technical Services
No. of Meetings held in 2013- 2015 Period:	Nil
<i>Purpose of Committee:</i>	<ul style="list-style-type: none">• <i>To represent the City concerning matters affecting the City and the Swan River.</i>
Other Membership:	<ul style="list-style-type: none">• Officers from Member Councils• Director Development Services or• Director Technical Services

Previous Council Member

1. Cr John Pintabona

Deputy

• Nil

2. Swan River Trust - River Protection Strategy Advisory Committee (1 Council Member)

Background

Meeting Occurrence:	When required
Date of Meeting:	When suitable
Time of Meeting:	When suitable
Location of Meeting:	To be advised
No. of Meetings held in 2013- 2015 Period:	Nil
Responsible Liaison Officer:	Manager Policy & Place
<i>Purpose of Committee:</i>	<ul style="list-style-type: none">• <i>The Advisory Committee's primary role is to advise the Swan River Trust on the development of the River Protection Strategy and management program for the Swan and Canning rivers.</i>• <i>The Advisory Committee must ensure that the provision of advice on the development of the River Protection Strategy and management program is consistent with the following sections of Swan and Canning Rivers Management Act:</i><ul style="list-style-type: none">• <i>Section 51 River Protection Strategy</i>• <i>Section 53 Management Program: contents</i>

- Other Membership:
- Section 56 Trust to prepare draft documents
 - Section 57 Consultation
 - Section 58 Document to be publicly notified
 - Section 59 Public submissions
 - Section 60 Document to be referred to certain bodies.
 - Section 61 Consultation with relevant Minister.
- State Government Agencies (8)
 - Environment and Conservation;
 - Fisheries;
 - Health;
 - Planning and Infrastructure (SRT member);
 - Water;
 - Water Corporation;
 - Tourism WA; and
 - Department of Sport and Recreation
 - WALGA
 - Representatives from Councils adjoining River park
 - Swan Catchment Council
 - Avon Catchment Council
- Previous Council Member Deputy
1. Cr John Pintabona • Nil

ADVISORY GROUPS

1. Arts Advisory Group (3 Council Members)

Background

- Meeting Occurrence: Meet as required
- Date of Meeting: When suitable
- Time of Meeting: 6.00pm
- Location of Meeting: City of Vincent - Committee Room
- No. of Meetings held in 2013-2015 Period: 6 Meetings
- Responsible Liaison Officer: Co-ordinator Arts & Creativity
- Purpose of Advisory Group:*
- Act in an advisory capacity to advocate and promote arts in the City of Vincent.
 - To provide advice and make recommendations to the City relating to: its art commissions and percent for art acquisitions.
 - To provide advice on matters generally relating to the arts and associated projects and policies.
- Other Membership:
- Up to 5 Community Representatives
 - Representative from Western Australian Art Gallery or similar Institute (i.e. University or TAFE)
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- The appropriate Director, Manager and Co-ordinator as determined by the Chief Executive Officer.

Previous Council Members:

1. Mayor John Carey (*Chair*)
2. Cr Joshua Topelberg
3. Cr Julia Wilcox

2. **Business Advisory Group** (3 Council Members)

Background

Meeting Occurrence: Meet as required
Date of Meeting: When suitable
Time of Meeting: 6.00pm
Location of Meeting: City of Vincent - Committee Room
No. of Meetings held in 2013-2015 Period: 1 Meeting
Responsible Liaison Officer: Manager Policy & Place
Purpose of Advisory Group:

- *To provide a forum for the City to engage with the business community in order to enhance investment, employment and economic prosperity in the City of Vincent.*
- *Provide advice and make recommendations relating to;*
 - *development, implementation and review of the City's Economic Development Strategy;*
 - *opportunities to improve the City's policies, practices and processes to make it easier for businesses to interact with the City;*
 - *considering partnerships and relationships that can enhance economic development in the City;*
 - *fostering support, collaboration and networking among businesses in the City; and*
 - *opportunities to capitalise on, connect and support diversity and growth in local employment, the local economy and training and development in the City.*

Other Membership:

- Up to 5 Business Representatives: 1 from each of the recognised Town Teams: *Leederville Connect / Mount Hawthorn Hub/ Beaufort Street Network / North Perth Local / William Street (On William)*
- 3 Persons with relevant local business experience, sourced from a public expression of interest process, to provide a representative perspective for businesses
- Chief Executive Officer and/or his delegate, together with other staff from time to time, as determined by the Chief Executive Officer.

Previous Council Members:

1. Mayor John Carey (*Chair*)
 2. Cr Joshua Topelberg
 3. Cr Julia Wilcox
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3. Children and Young People Advisory Group (*3 Council Members*)

Background

Meeting Occurrence:	Meet as required
Date of Meeting:	When suitable
Time of Meeting:	6.00pm
Location of Meeting:	City of Vincent - Committee Room
No. of Meetings held in 2013-2015 Period:	6 Meetings
Responsible Liaison Officer:	The appropriate Director and Manager as determined by the Chief Executive Officer
<i>Purpose of Advisory Group:</i>	<ul style="list-style-type: none">• <i>Act in an advisory capacity to identify, advocate for and explore ways of addressing the issues and needs of children and young people in the City, including but not limited to:</i><ul style="list-style-type: none">• <i>services for young people;</i>• <i>programmes;</i>• <i>recreation;</i>• <i>information;</i>• <i>education, training and careers;</i>• <i>possible events for young people;</i>• <i>drug and alcohol related issues;</i>• <i>graffiti; and</i>• <i>any other issues which are seen to be relevant to young people.</i>• <i>Act as a forum for discussion and sharing of ideas between the City and schools within the City.</i>• <i>Provide advice and make recommendations relating to:</i><ul style="list-style-type: none">• <i>issues relating to young people;</i>• <i>strategies to address the needs of young people in the City;</i>• <i>actions to be undertaken to inform, educate and raise awareness in the community with regard to youth issues;</i>• <i>promotion of the City's services and programmes, which relate to children and young people;</i>• <i>matters which may impact on schools and/or students; and</i>• <i>actions which foster closer relationships between schools and the City.</i>
Other Membership:	<ul style="list-style-type: none">• Up to 5 Community Representatives• The appropriate Director and Manager as determined by the Chief Executive Officer.
Previous Council Members:	<ol style="list-style-type: none">1. Mayor John Carey (<i>Chair</i>)2. Cr Matt Buckels3. Cr Emma Cole

4. Environmental Advisory Group (Up to 4 Council Members)

Background

Meeting Occurrence:	Meet as required
Date of Meeting:	When suitable
Time of Meeting:	6.00pm
Location of Meeting:	City of Vincent - Committee Room
No. of Meetings held in 2013-2015 Period:	5 Meetings
Responsible Liaison Officer:	Sustainability Officer
<i>Purpose of Advisory Group:</i>	<ul style="list-style-type: none">• <i>Act in an advisory capacity on matters relating to the natural and built environment with specific focus on:</i><ul style="list-style-type: none">• <i>Water use and efficiency;</i>• <i>Energy efficiency and renewable energy;</i>• <i>Environmentally sustainable building design;</i>• <i>Green spaces, urban vegetation and biodiversity;</i>• <i>Water in the environment (water quality and natural water sources); and</i>• <i>Waste minimisation and management.</i>• <i>Provide advice and make recommendations relating to;</i><ul style="list-style-type: none">• <i>the formulation of a community and Council vision for environmental sustainability; and</i>• <i>the development and implementation of environmental initiatives and programmes.</i>
Other Membership:	<ul style="list-style-type: none">• Up to <u>5</u> Community Representatives• Director Development Services• Director Technical Services• Sustainability Officer• Project Officer – Parks and Environment• Other City Officers (<i>as required</i>)
Previous Council Members:	<ol style="list-style-type: none">1. Mayor John Carey (<i>Chair</i>)2. Cr Matt Buckels3. Cr Laine McDonald

5. Road Safety Advisory Group (3 Council Members)

Background

Meeting Occurrence:	Meet as required
Date of Meeting:	When suitable
Time of Meeting:	5.30pm
Location of Meeting:	City of Vincent - Committee Room
No. of Meetings held in 2013-2015 Period:	8 Meetings
Responsible Liaison Officer:	Manager Asset and Design Services

- Purpose of Advisory Group:*
- To provide advice and make recommendations relating to:
 - the review and promotion of initiatives and infrastructure to enhance road safety and address traffic issues in the City of Vincent;
 - developing guidelines for local area traffic management;
 - reducing the adverse impacts of road traffic on residents and businesses in the City of Vincent;
 - raising awareness on road safety issues and initiatives;
 - development and implementation of road safety programs and promotions;
 - development of road safety strategies;
 - improve the community's knowledge and understanding of the function of the road network.
- Other Membership:*
- Up to 4 Community Representatives (including Business)
 - Director Technical Services
 - Manager Asset & Design Services
- Previous Council Members:*
1. Mayor John Carey (*Chair*)
 2. Cr Matt Buckels
 3. Cr John Pintabona

6. Safer Vincent Crime Prevention Partnership (3 Council Members)

Background

- Meeting Occurrence:* Meet as required
- Date of Meeting:* First Wednesday of the Month
- Time of Meeting:* 5.30pm
- Location of Meeting:* City of Vincent - Committee Room
- No. of Meetings held in 2013-2015 Period:* 8 Meetings
- Responsible Liaison Officer:* Co-ordinator Safer Vincent
- Purpose of Partnership:*
- Develop, execute and review the Community Crime Prevention Business Plan as required under the Community Crime Prevention Partnership Agreement.
 - Provide information and make recommendations to Council on issues relating to Graffiti, Safety and Security, Neighbourhood Watch and Local Emergency Management matters.
 - Provide information and make recommendations to Council on strategies to control Graffiti, Safety and Security and Neighbourhood Watch.
 - Provide information and make recommendations to Council on actions to be undertaken to inform, educate and raise awareness in the community with regard to safety and security issues.
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- Other Membership:
- Develop strategies to address specific issue as they relate to public safety.
 - Facilitate the preparation of various strategies and initiatives.
 - Carry out a review of the Safer Vincent Program.
 - Up to 7 Community Representatives
 - Officer in Charge, Wembley Police Station
 - Officer in Charge, Perth Police Station
 - Officer in Charge, Bayswater/Morley Police Station
 - Office of Crime Prevention
 - Ethnic Communities Council
 - Nyoongar Patrol
 - Manager Ranger and Community Safety Services
 - Co-ordinator Safer Vincent
 - Customer Service Officer (*Minute Taker*)
- Previous Council Members:
1. Mayor John Carey (*Chair*)
 2. Cr Roslyn Harley
 3. Cr Laine McDonald (*resigned from Group in late 2014*)

WORKING GROUPS

1. Claise Brook North Community Liaison Group (3 Council Members)

Background

- | | |
|---|--|
| Meeting Occurrence: | Meet as required |
| Date of Meeting: | When suitable |
| Time of Meeting: | 6pm |
| Location of Meeting: | City of Vincent - Committee Room |
| No. of Meetings held in 2013-2015 Period: | 1 Meeting |
| Responsible Liaison Officer: | Director Development Services |
| <i>Purpose of Group:</i> | <ul style="list-style-type: none">• To work with local residents and small businesses to prepare and oversee a community response to the State Government's specific proposals to:<ul style="list-style-type: none">• Rezone the two concrete batching sites from 'Residential/Commercial' to 'Special Use – Concrete Batching Plants';• Prohibit all residential development on lots with direct frontage to Edward Street east of Lord Street, Caversham Street, and Claisebrook Road between Chelsea Street and Murchison Terrace; and• Rezone the whole of the Claisebrook North precinct from 'Residential / Commercial' to 'Commercial'.• Any other matters as they arise that affect this locality |
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- Other Membership:
- Up to 3 Community Representatives
 - Chief Executive Officer
 - Director Development Services
 - Other City Officers (*as approved by the Chief Executive Officer*)
- Previous Council Members:
1. Mayor John Carey (*Chair*)
 2. Cr Laine McDonald
 3. Cr Joshua Topelberg

2. Metropolitan Regional Road Group (MRRG) Central Technical Sub-Group (Cities of Perth, Subiaco and Vincent) (1 Council Member)

- Meeting Occurrence: Quarterly, or as required
- Date of Meeting: When suitable
- Time of Meeting: When suitable
- Location of Meeting: At the Administration Offices of the incumbent Chair
- No. of Meetings held in 2013-2015 Period: 3 Meetings
- Responsible Liaison Officer: Manager Asset and Design Services
- Purpose of Sub-Group:*
- *Make recommendations to the Metropolitan Regional Road Group (of which the sub-group chair is a member) in relation to the Annual Local Governments Road Program, State Black Spot Program, Roads 2025 Strategy (or its updated equivalent document) and the Functional Road Hierarchy*
 - *To determine funding priorities should there be competing, overlapping or joint projects within the sub-group area, and*
 - *To ensure that Councils represented by the Sub-Group (the Cities of Perth, Vincent and Subiaco) obtain their full road funding entitlements*
- Other Membership:
- Other Member Council Officers
 - Manager Asset and Design Services
 - Director Technical Services (*Deputy*)
- Previous Council Member: 1. Cr John Pintabona

3. Parks Working Group (PWG) (1 Council Member)

Background

- Meeting Occurrence: Bi-Monthly
- Date of Meeting: When suitable
- Time of Meeting: 9.00am
- Location of Meeting: City of Vincent - Function Room
- No. of Meetings held in 2013-2015 Period: 8 Meetings
- Responsible Liaison Officer: Co-ordinator Safer Vincent
- Purpose of Working Group:*
- *To encourage collaboration amongst key stakeholders, with a view to delivering*

appropriate support and accommodation outcomes for Aboriginal and non-aboriginal people who are experiencing primary homelessness (rough sleeping)

- Other Membership:
- Representatives from:
 - WA Police
 - Non-Government Organisations (NGOs)
 - State and Federal Government Department Representatives
 - City of Perth Representatives
 - Co-ordinator Safer Vincent
 - Other City Officers (*as required*)
- Previous Council Member: 1. Cr Roslyn Harley

4. Vincent Accord (1 Council Member)

Background

- Meeting Occurrence: Quarterly
- Date of Meeting: When suitable (*Normally Wednesdays*)
- Time of Meeting: 1.00pm
- Location of Meeting: Different Licensed Premises in City of Vincent
- No. of Meetings held in 2013-2015 Period: 8 Meetings
- Responsible Liaison Officer: Manager Health Services
- Purpose of Committee:*
- *To reduce alcohol-related harm, crime and anti-social behaviour in and around licensed premises within the City of Vincent.*
 - *To improve the perception of safety and the appeal of the City's entertainment precincts to visitors and residents.*
 - *To further develop and maintain relationships between licensees, government and other stakeholders.*
 - *To evaluate the effect of alcohol and other associated factors on public health, crime, violence and anti-social behaviour, with a view to developing measures to minimise their adverse consequences.*
 - *To advocate the core Vincent Accord message — 'Socialise with Safety' to the community and patrons.*
- Other Membership:
- Owners of Licensed Premises
 - WA Police
 - Department of Racing Gaming and Liquor
 - Drug and Alcohol Office
 - Other individuals, groups, accords or agencies as is deemed necessary
 - Manager Health Services
 - Co-ordinator Environmental Health
- Previous Council Member: 1. Mayor John Carey
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CONSULTATION/ADVERTISING:

Consultation and advertising is not required for Council to appoint Council Members to various groups, as listed in this report. However, Administration will advertise for community representation on those groups, with a further report being provided back to Council at the conclusion of that process.

LEGAL/POLICY:

The City of Vincent does not operate any Committees, other than the Audit Committee which is governed by specific legislation under the *Local Government Act 1995*. All Advisory Groups have Terms of Reference and can only deal with matters referred to them by Administration or Council. These groups can only make recommendations which are then considered by Administration and reported to Council.

RISK MANAGEMENT IMPLICATIONS:

Low/Medium: Advisory Groups play an advisory role, however, do not have any legal status under the Local Government Act 1995. The operation of Advisory Groups must be closely monitored to ensure that they operate in accordance with the City's Policy.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's Plan for the Future 2011-2016 - Key Result Area Four – "Leadership, Governance and Management" and, in particular, "4.1 - *Manage the organisation in a responsible, efficient and accountable manner*".

SUSTAINABILITY IMPLICATIONS:

Not applicable.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:

It is recommended that Council make appointments to the various Statutory Authorities, Advisory and Working Groups outlined in this report.
