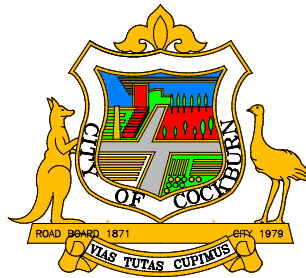


CITY OF COCKBURN



SPECIAL COUNCIL MEETING

AGENDA PAPER

FOR

THURSDAY, 31 OCTOBER 2013

CITY OF COCKBURN

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CITY OF COCKBURN

AGENDA TO BE PRESENTED TO THE SPECIAL COUNCIL MEETING TO BE HELD ON THURSDAY, 31 OCTOBER 2013 AT 7:00 PM

- 1. DECLARATION OF MEETING**
- 2. APPOINTMENT OF PRESIDING MEMBER (If required)**
- 3. DISCLAIMER (To be read aloud by Presiding Member)**

Members of the public, who attend Council Meetings, should not act immediately on anything they hear at the Meetings, without first seeking clarification of Council's position. Persons are advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.

- 4. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS AND CONFLICT OF INTEREST (by Presiding Member)**

Nil

- 5. APOLOGIES & LEAVE OF ABSENCE**

Nil

- 6. PUBLIC QUESTION TIME**

Nil

- 7. DECLARATION BY COUNCILLORS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS CONTAINED IN THE BUSINESS**

Nil

8 (SCM 31/10/2013) - PURPOSE OF MEETING

The purpose of the meeting is to appoint Council Delegates to internal reference groups and external organisations and groups.

9. COUNCIL MATTERS

9.1 (SCM 31/10/2013) - COUNCIL DELEGATE - COCKBURN DISABILITY ACCESS AND INCLUSION REFERENCE GROUP (027/004) (D GREEN)

RECOMMENDATION

That Council appoint _____ (Elected Member/s) to the Cockburn Disability Access and Inclusion Reference Group.

COUNCIL DECISION

Background

The Disability Access and Inclusion Reference Group was initially formed in 1995 to assist the City of Cockburn develop its first Disability Access and Inclusion Plan (DAIP). Since then, the Group has undertaken an important role in monitoring the ongoing implementation of its DAIP. The Group's mission is to advise the City on the provision of universal access to all facilities and resources within and for the local community.

Submission

N/A

Report

The Reference Group is an active forum which meets monthly (1st Tuesday) at the City of Cockburn and is facilitated by Council staff attached to the Family Services Unit. The allocated officer is usually

the Disability Access and Inclusion Officer. Elected Member representation was previously provided by former Councillor Oliver.

It is practice for an Elected Member to Chair the meetings. Accordingly, it is considered appropriate for Council to formally appoint an Elected Member/Members to fulfil this role.

Strategic Plan/Policy Implications

Community & Lifestyle

- Communities that are connected, inclusive and promote intergenerational opportunities.
- Communities that take pride and aspire to a greater sense of community.
- The significance and richness of our local Indigenous people and diverse multicultural community will be recognised and celebrated.

Budget/Financial Implications

The Reference Group is allocated an annual operating budget to cover its meeting requirements.

Legal Implications

N/A

Community Consultation

External positions on the Group are filled by community and industry representatives and are advertised if vacancies occur.

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.2 (SCM 31/10/2013) - COUNCIL DELEGATE - COCKBURN YOUTH ADVISORY REFERENCE GROUP (027/010) (D GREEN)

RECOMMENDATION

That Council appoint _____ (Elected Member/s) as a delegate to the Cockburn Youth Advisory Reference Group.

COUNCIL DECISION

Background

The Cockburn Youth Advisory Reference Group has been established to address issues relevant to young people in the City of Cockburn. It comprises mostly of upper school students in the 13 – 18 year age demographic; however, people up to the age of 25 are eligible to apply for membership of the Group.

Submission

N/A

Report

The Group is a Council initiated forum and therefore has no limit on the number of Elected Members wishing to participate in its activities. Meetings are held monthly at the City of Cockburn and are supported administratively by relative staff members. The previous Elected Member representative to the Group was Councillor Pratt.

Strategic Plan/Policy Implications

Community & Lifestyle

- Communities that are connected, inclusive and promote intergenerational opportunities.
- Communities that take pride and aspire to a greater sense of community.

Budget/Financial Implications

An operational budget is provided to support the administrative operations of this Reference Group.

Legal Implications

Nil

Community Consultation

Nil

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.3 (SCM 31/10/2013) - COUNCIL DELEGATE - NEIGHBOURHOOD WATCH REFERENCE GROUP (028/009) (D GREEN)

RECOMMENDATION

That Council appoint _____ (Elected Member/s) as a delegate to the Neighbourhood Watch Reference Group.

COUNCIL DECISION**Background**

The Neighbourhood Watch (NHW) Reference Group is in place to promote safety in the district through the provision of co-operative

assistance to neighbours, thus helping to create effective deterrents to potential criminal activity. The Group consists of suburb “Managers” recruited to share strategies and promote the NHW values among residents.

Submission

N/A

Report

The NHW Reference Group meets monthly and is administratively supported by relevant staff. As an internal Reference Group, there is no limitation on Elected Member participants in its activities. The previous Elected Member delegate to the Group was Councillor Portelli, who also was the Presiding Member at meetings.

Strategic Plan/Policy Implications

Community & Lifestyle

- Safe communities and to improve the community's sense of safety.

Budget/Financial Implications

Council provides funds for the administrative operations of the Reference Group.

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.4 (SCM 31/10/2013) - COUNCIL DELEGATE - COCKBURN BUSHFIRE ADVISORY REFERENCE GROUP (027/007) (D GREEN)

RECOMMENDATION

That Council appoint _____ (Elected Member/s) to the Cockburn Bushfire Advisory Reference Group.

COUNCIL DECISION

Background

Council has two (2) long established volunteer bushfire brigades (Jandakot and South Coogee) with which it has had strong association in the past. Both Brigades operate independently of Council and comprise their own membership, with their major source of funding being provided through the State Government administered Emergency Services Levy (ESL).

A Council appointed Chief Bushfire Control Officer (CBFCO) is currently shared with the Fire and Emergency Services Authority (FESA) and provides support and close liaison with the Brigades. The Council appointed reference Group is established to further support the volunteers in administering their primary function

Submission

N/A

Report

The primary function of this Reference Group is to liaise with the senior personnel of both volunteer brigades to ensure they are adequately prepared to perform their function as fire control organisations.

The Group also comprises representatives of FESA and other government agencies with a role in fire control. While there is no set timeframe for reference Group meetings, it is expected that it will be convened at least biannually to review and monitor matters of relevance.

Given the high profile nature of bushfire control issues in the community, it is recommended that an elected Member appointed representative/s is made to ensure a Council perspective of the Group's activities of provided.

As the forum is a Reference Group, there is no limitation to the number of members Council may appoint. The previous Council delegates were Deputy Mayor Carol Reeve-Fowkes and Councillors Steve Pratt and Lee-Anne Smith.

Strategic Plan/Policy Implications

Community & Lifestyle

- Safe communities and to improve the community's sense of safety.

Leading & Listening

- A culture of risk management and compliance with relevant legislation, policy and guidelines.

Environment & Sustainability

- A community that uses resources in a sustainable manner.
- To protect, manage and enhance our natural environment, open spaces and coastal landscapes.

Budget/Financial Implications

N/A

Legal Implications

Bush Fires Act, 1954, refers.

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.5 (SCM 31/10/2013) - COUNCIL DELEGATE - COMMUNITY SAFETY AND CRIME PREVENTION REFERENCE GROUP (D GREEN)

RECOMMENDATION

That Council appoint _____ (Elected Member) to the Community Safety and Crime Prevention Reference Group and _____ (Elected Member) as a deputy delegate.

COUNCIL DECISION

Background

The Community Safety and Crime Prevention Reference Group (CSCPRG) is a multi-agency group convened by the City of Cockburn with the objective of addressing identified crime prevention issues within the District. Whilst it is facilitated through the City's administration, it harnesses the combined resources of the following State Government departments:

- WA Police
- Education Department
- Department of Housing and Works
- Department of Community Development

In addition to the following Council Reference Groups:

- Cockburn Youth Advisory Reference Group
- Neighbourhood Watch Reference Group
- Aboriginal Advisory Group

These resources are complemented by relevant Council staff from Council's Community Safety, Community Development and Human Services Units, as required.

Submission

N/A

Report

The CSCPRG meets on an “as required” basis (usually each quarter) at the City of Cockburn. One of its primary strategic functions is to monitor progress of the Community Safety and Crime Prevention Strategy (2011 – 2014), which was endorsed by the State Government Office of Crime Prevention in 2011. The Group’s Terms of Reference provides for an Elected Member delegate, as well as a deputy. Council has previously been represented by Mayor Howlett and Councillor Reeve-Fowkes.

Strategic Plan/Policy Implications

Community & Lifestyle

- Safe communities and to improve the community's sense of safety.

Leading & Listening

- Effective advocacy that builds and manages relationships with all stakeholders.

Budget/Financial Implications

N/A

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.6 (SCM 31/10/2013) - COUNCIL DELEGATE - ABORIGINAL REFERENCE GROUP (027/009) (D GREEN)

RECOMMENDATION

That Council appoint _____ (Elected Member/s) as a delegate to the Aboriginal Reference Group.

COUNCIL DECISION

Background

The Aboriginal Reference Group has been active since 2007 and has been primarily responsible for the development and monitoring of the City's Reconciliation Action Plans (2). The Group also provides an important advisory function to the City of Cockburn on matters of significance to the aboriginal community.

Submission

N/A

Report

This Group meets monthly at the City of Cockburn, usually from 4.00pm. The Group's Terms of Reference provides to an Elected Member of the City of Cockburn to be appointed as Council's delegate. This position was previously occupied by former Councillor Oliver, who has now retired.

Strategic Plan/Policy Implications

Infrastructure

- Community facilities that meet the diverse needs of the community now and into the future.
- Partnerships that help provide community infrastructure.

Community & Lifestyle

- Community environments that are socially cohesive and embrace diversity.
- Communities that are connected, inclusive and promote intergenerational opportunities.
- The significance and richness of our local Indigenous people and diverse multicultural community will be recognised and celebrated.
- Conservation of our heritage and areas of cultural significance

Leading & Listening

- Effective advocacy that builds and manages relationships with all stakeholders.

Budget/Financial Implications

N/A

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.7 (SCM 31/10/2013) - COUNCIL DELEGATE - CULTURAL REFERENCE GROUP (D GREEN)

RECOMMENDATION

That Council appoint _____ (Elected Member/s) as a delegate to the Cultural Reference Group.

COUNCIL DECISION**Background**

The cultural Reference Group is responsible for the distribution of the Youth Art Scholarships program and monitors the implementation of the City's Public Artworks Strategy.

Submission

N/A

Report

This Group meets on an "as required" basis at the City of Cockburn and its previous delegate was Councillor Portelli.

Strategic Plan/Policy Implications**Infrastructure**

- Community infrastructure that is well planned, managed, safe, functional, sustainable and aesthetically pleasing.

Community & Lifestyle

- Community environments that are socially cohesive and embrace diversity.

Leading & Listening

- Effective advocacy that builds and manages relationships with all stakeholders.

Budget/Financial Implications

Nil

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.8 (SCM 31/10/2013) - COUNCIL DELEGATE - COCKBURN SISTER CITIES REFERENCE GROUP (D GREEN)

RECOMMENDATION

That Council appoint _____ (Elected Member/s) as a delegate to the Cockburn Sister Cities Reference Group.

COUNCIL DECISION

Background

Council has had Sister City arrangements in place with the Cities of Split (Croatia) and Yueyang (China), both since 1998, and the City of Mobile (USA) since 2005. These arrangements were based on common interest factors of the participating communities. In recent times, Council has adopted a reciprocal visitation schedule between Cockburn and its Sister Cities, which requires input and monitoring.

Submission

N/A

Report

The Sister Cities Reference Group is required to determine the desired outcomes of the Agreements in place for its international Sister Cities. An extract from the Sister City Program Strategy and the current associated Council Policy is attached.

Meetings of the Reference Group have been held on an as required basis in the past.

As with all Council administered reference groups, any Elected Members are able to be appointed if they have a desire to be involved in this function.

Strategic Plan/Policy Implications

Community & Lifestyle

- Communities that take pride and aspire to a greater sense of community.

Leading & Listening

- Effective advocacy that builds and manages relationships with all stakeholders.

Budget/Financial Implications

Council has \$65,000 allocated in its 2013/14 Budget to provide for participation and promotion of its Sister Cities arrangements.

Legal Implications

N/A

Community Consultation

N/A

Attachment(s)

1. Extract from Sister City Program Strategy.
2. Council Policy SC33 "Sister City Relationships".

Advice to Proponent(s)/Submissioners

Nil

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.9 (SCM 31/10/2013) - COUNCIL DELEGATE - COCKBURN CENTRAL WEST REFERENCE GROUP (D GREEN)

RECOMMENDATION

That Council appoint all Elected Members to the Cockburn Central West Reference Group.

COUNCIL DECISION

Background

The Cockburn Central West (CCW) development is proposed for land owned by the State Government (WA Planning Commission) as a mixed use / community recreation project. The proposal is likely to incorporate the largest capital outlay for a community facility ever undertaken by the City of Cockburn. A Joint Venture initiative, involving WAPC, Landcorp, the City of Cockburn and Fremantle Football Club, has the potential to develop the site on a scale not previously attempted by local government in this State. Accordingly, it is imperative that Council has a strong monitoring role in the progress of this proposal.

Submission

N/A

Report

Council has been in serious discussion with the State Government and Fremantle Football Club for more than 12 months over this development and the process has been overseen by the CCW Reference Group as a means of Elected Members being able to be fully involved in understanding the community impact such a project is likely to have. Accordingly meetings of the Group tend to be conducted on an occasional basis, whenever there is an item of significance to be considered.

For this reason it is recommended that all Elected Members be appointed to attend these meetings.

Strategic Plan/Policy Implications

Growing City

- Diversity of housing to respond to changing needs and expectations.

Infrastructure

- Community facilities that meet the diverse needs of the community now and into the future.
- Partnerships that help provide community infrastructure.

Community & Lifestyle

- Promotion of active and healthy communities.

Leading & Listening

- Effective advocacy that builds and manages relationships with all stakeholders.

A Prosperous City

- Sustainable development that ensures Cockburn Central becomes a Strategic Regional Centre.

Environment & Sustainability

- To protect, manage and enhance our natural environment, open spaces and coastal landscapes.

Moving Around

- Infrastructure that supports the uptake of public transport and pedestrian movement.

Budget/Financial Implications

The City of Cockburn estimates that this development will require up to \$65M of Municipal Funds, plus further funds from Federal/State Governments and Fremantle Football Club.

Legal Implications

Formal legal agreements will be necessary to cooperatively develop the land.

Community Consultation

Extensive community consultation has taken place throughout the planning phase of this project.

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

Nil

Implications of Section 3.18(3) Local Government Act, 1995

Nil

**9.10 (SCM 31/10/2013) - COUNCIL DELEGATE - NAVAL BASE
COMMUNITY REFERENCE GROUP (027/013) (D ARNDT)**

RECOMMENDATION

That Council appoint _____ (Elected Member/s)
to the Naval Base Community Reference Group.

COUNCIL DECISION

Background

The Naval Base Community Reference Group was formed in 2011 to review the lease-holdings at the Naval Base Caravan Park and to ensure that the conditions of tenure are in line with current standards. The Group consists of shack owners (Lessees), City of Cockburn staff and an Elected Member.

Submission

N/A

Report

The Group meets on an as required basis and the previous Elected Member representative was Clr Houwen.

Strategic Plan/Policy Implications**Infrastructure**

- Facilities that promote the identity of Cockburn and its communities.

Community & Lifestyle

- Community environments that are socially cohesive and embrace diversity.

Leading & Listening

- Effective and constructive dialogue with all City stakeholders.

Budget/Financial Implications

N/A

Legal Implications

The Naval Base Caravan Park is subject to a Management Order vested in the City of Cockburn, with a Power to Lease. Separate agreements are in place between the City and the shack owners, as Lessees.

Community Consultation

The reference group is established as a consultative body between the City of Cockburn and the Naval Base Caravan Park community.

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.11 (SCM 31/10/2013) - COUNCIL DELEGATES - ROAD SAFETY AND TRAVELSMART REFERENCE GROUP (027/012) (J MCDONALD)

RECOMMENDATION

That Council:

- (1) endorse Mayor Logan Howlett, Clr (East Ward), Clr (West Ward) and Clr (Central Ward) as Council representatives in the Road Safety and Travelsmart Reference

Group;

(2) seek nominations from the following stakeholders to be represented on the Road safety and Travelsmart Reference Group:

- WALGA
- Western Australian Police Service
- Main Roads Western Australia
- Travelsmart Officer
- Youth Advisory Committee (YAC Representative)
- Emergency Services
- Road Safety Group representative

COUNCIL DECISION

Background

At the Ordinary Meeting of Council on 9 May 2013, the Road Safety and Traffic Management Committee was established.

Submission

N/A

Report

Purpose

The following guiding principles have been developed for the Reference Group:

- Promote an integrated transport system which balances environmental impacts and community needs.
- Raise community awareness of road safety issues and initiatives in local communities.
- Review road safety strategies that may be adopted by the City of Cockburn, Main Roads WA, the Western Australian Police Service or any other statutory authority that has the ability to influence road safety in the community.

- Identify community concerns about road safety and road safety issues, potential black spot projects and poor road user behaviour and develop initiatives to address these identified road safety issues.
- Facilitate and promote healthy transport opportunities by promoting the City's TravelSmart initiative and implementation of walkway, bike and trails master plans.
- Identify a holistic regional approach to freight management.

Membership & Governance

The Reference Group is to be established and Membership appointed by Council. The membership of the Road Safety and Travelsmart Reference Group shall generally comprise the following:

- Up to four (4) elected members as delegates of the City of Cockburn. The Elected Member representation will consist of the Mayor (or his delegate) and an elected Member from each Ward.
- One (1) WALGA RoadWise representative
- Up to six (6) representatives of organisations relevant to the promotion of road safety issues, which may be drawn from groups such as the following:
 - Western Australian Police Service
 - Main Roads Western Australia
 - Travelsmart Officer
 - Youth Advisory Committee (YAC representative)
 - Emergency Services
 - Road Safety Group representative

Meeting Frequency

Meetings will generally be held on a quarterly basis in February, May, August and November, with the start time and venue being determined by the Group. The Group will however determine meeting frequency based on the level of business required to be transacted.

Strategic Plan/Policy Implications

Community & Lifestyle

- Safe communities and to improve the community's sense of safety.

Moving Around

- Facilitate and promote healthy transport opportunities.
- A safe and efficient transport system.
- Infrastructure that supports the uptake of public transport and pedestrian movement.

Budget/Financial Implications

N/A

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.12 (SCM 31/10/2013) - COUNCIL DELEGATE - BUSINESS FOUNDATIONS INC (D GREEN)

RECOMMENDATION

That Council appoint _____ (Elected Member/s) as its delegate to Business Foundations.

COUNCIL DECISION

Background

Council has supported this organisation for over 20 years on the basis that it provides information and opportunities for prospective small businesses to establish themselves in the South West Metropolitan

Region. Currently, it operates from the Fremantle Prison on a business “incubator” model which allows prospective business practitioners to utilise a space within the old prison as a “test site” to gauge the feasibility of a business opportunity over a period of time.

An annual operational grant of \$5,000 from Council has assisted Business Foundations Inc with its ongoing administrative outgoings and it is considered an organisation which deserves local government support accordingly. In return, the City is able to nominate a delegate to represent its interests at the Board of Management level.

Submission

N/A

Report

Council has always been actively represented on the Board, with the delegate being the former Councillor Tony Romano. Board meetings are held at the Fremantle Prison, usually early morning on an as required basis.

Strategic Plan/Policy Implications

Growing City

- Investment in industrial and commercial areas, provide employment, careers and increase economic capacity in the City.

A Prosperous City

- Promotion and support for the growth and sustainability of local businesses and local business centres.

Budget/Financial Implications

Council contributes an annual grant to Business Foundations Inc through its Grants and Donations program.

Legal Implications

Business Foundations Inc is a legally constituted organisation.

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.13 (SCM 31/10/2013) - COUNCIL DELEGATE - COCKBURN SOUND MANAGEMENT COUNCIL (9334) (D GREEN)

RECOMMENDATION

That Council appoint _____ (Elected Member/s) as its delegate to the Cockburn Sound Management Council.

COUNCIL DECISION

Background

The Cockburn Sound Management Council was established in 2000 to coordinate environmental planning and management of Cockburn Sound and its catchment.

Submission

N/A

Report

The Cockburn Sound Management Council is a State Government organisation responsible for management of activities within Cockburn Sound and surrounding areas. It consists of 23 members from representatives of community, recreational and conservation groups, industry, Federal, State and Local Government. The City of Cockburn's current delegate is Councillor Reeve-Fowkes.

Strategic Plan/Policy Implications

Environment & Sustainability

- To protect, manage and enhance our natural environment, open spaces and coastal landscapes.

Budget/Financial Implications

N/A

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.14 (SCM 31/10/2013) - COUNCIL DELEGATES - WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - SOUTH METROPOLITAN ZONE (028/004) (D GREEN)

RECOMMENDATION

That Council appoint (1) _____, (2) _____ and (3) _____ (Elected Members) as delegates to the Western Australian Local Government Association – South Metropolitan Zone.

COUNCIL DECISION

Background

The Western Australian Local Government Association (WALGA) is the peak advocacy body representing local government in this State. It is comprised of a number of Zones, including the South Metropolitan Zone, which covers the districts of Melville, Fremantle, East Fremantle, Cockburn, Kwinana and Rockingham.

Submission

n/a

Report

WALGA Zone Meetings consider a broad range of portfolio functions across the full range of local government responsibilities that have the capacity to affect local government in a generic sense. Each Zone submits recommendations to be considered by the WALGA State Council. Once adopted, the WALGA State Council decisions become the official position promoted on behalf of member Councils.

Previous council delegates to the Zone were Clrs Reeve-Fowkes, Romano and the Mayor. Zone meetings are held on the last Monday of each month at 5.30 p.m. on a rotational basis at member Councils.

Strategic Plan/Policy Implications

Leading & Listening

- Effective advocacy that builds and manages relationships with all stakeholders.
- A responsive, accountable and sustainable organisation.

Budget/Financial Implications

Council provides annual membership subscriptions to WALGA.

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Correspondence from WALGA.

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.15 (SCM 31/10/2013) - COUNCIL DELEGATE - SOUTH WEST CORRIDOR DEVELOPMENT FOUNDATION (INC) (CC/C/012) (D GREEN)

RECOMMENDATION

That Council appoint _____ (Elected Member/s) as its delegate to the South West Corridor Development Foundation (inc).

COUNCIL DECISION

Background

The South West Corridor Development Foundation (Inc) (SWCDeF) is an incorporated body whose membership consists of each of the participating South West Group local governments, as well as regional Chambers of Commerce and employment based organisations.

Submission

N/A

Report

Council was previously represented on this Group by Councillor Houwen.

The Foundation has as its primary focus the economic development interests of the South West Corridor local governments. Meetings are conducted bi-monthly on the same day and venue as the South West Group Board Meetings.

Strategic Plan/Policy Implications

Growing City

- Investment in industrial and commercial areas, provide employment, careers and increase economic capacity in the City.

Budget/Financial Implications

Nil

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.16 (SCM 31/10/2013) - COUNCIL DELEGATE - PERTH SOUTHERN DISTRICT OPERATIONAL ADVISORY COMMITTEE (028/024) (D GREEN)

RECOMMENDATION

That Council appoint _____ (Elected Member/s) as a delegate to the Perth Southern District Operational Advisory Committee.

COUNCIL DECISION

Background

The Perth Southern District Operational Advisory Committee (PSDOAC) is a forum comprising of the Chief Bush Fire Control Officers (CBFCOs) and their Deputies of the six large southern metropolitan local government areas most prone to bushfire events. It has been customary for an Elected Member of each organisation to also be represented on the Committee.

Submission

N/A

Report

The Committee is a long standing forum which represents the interests of all southern metropolitan local governments most affected by bushfire hazards. The Committee provides an opportunity for broad based bushfire control matters to be discussed amongst those officers most responsible for supervising the operations of volunteer fire brigades in their areas (i.e. CBFCO and Deputy CBFCO).

Meetings of the Committee are convened quarterly on a rotational basis amongst participating local governments.

Councillor Pratt was the previous Council delegate and it is generally expected that Council's Elected Member delegate to the Bushfire Advisory Reference Group, also be appointed to this Committee.

Strategic Plan/Policy Implications

Leading & Listening

- Effective advocacy that builds and manages relationships with all stakeholders.
- A skilled and engaged workforce.

Budget/Financial Implications

Nil

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.17 (SCM 31/10/2013) - COUNCIL DELEGATE - PERTH AIRPORTS MUNICIPALITIES GROUP (028/020) (D GREEN)

RECOMMENDATION

That Council:

- (1) appoint _____ (Elected Member) as its Delegate and _____ (Elected Member) as its Deputy Delegate; and
- (2) advise the Perth Airports Municipalities Group accordingly.

COUNCIL DECISION

Background

The Perth Airports Municipalities Group (PAMG) is constituted primarily:

- “(1) to provide a forum for meaningful discussion on issues which affect metropolitan airports and their environs;*
- (2) to investigate, report and formulate recommendations in respect of matters affecting or likely to affect the development of these airports; and*
- (3) to monitor their use and environmental impact on neighbouring communities.”*

PAMG has formally requested Council consider appointing a Delegate to the Group.

Submission

N/A

Report

The business dealt with by the PAMG is predominantly Perth Airport related and not directly relevant to the City of Cockburn.

In recent years, the Jandakot Airport Community Consultative Committee (JACC) has provided a more relevant forum for addressing matters related to aircraft noise and airport related issues affecting the City of Cockburn.

Meetings are held on a quarterly basis at the offices of member Councils on rotation, plus an Annual General Meeting.

Strategic Plan/Policy Implications

Infrastructure

- Community infrastructure that is well planned, managed, safe, functional, sustainable and aesthetically pleasing.

Leading & Listening

- Effective and constructive dialogue with all City stakeholders.
- A culture of risk management and compliance with relevant legislation, policy and guidelines

Environment & Sustainability

- Identification and minimisation of impacts to human health risk.

Budget/Financial Implications

Nil

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Correspondence from Perth Airports Municipalities Group.

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.18 (SCM 31/10/2013) - COUNCIL DELEGATE - MELVILLE-COCKBURN CHAMBER OF COMMERCE (1224) (D GREEN)

RECOMMENDATION

That Council appoint _____ (Elected Member/s) as its delegate to the Melville-Cockburn Chamber of Commerce.

COUNCIL DECISION

Background

The Melville-Cockburn Chamber of Commerce (MCCC) invites the sponsoring Councils (Cities of Melville and Cockburn) to be represented on its Executive Committee as delegates.

Submission

N/A

Report

The MCCC is the local 'branch' of the Chamber of Commerce and Industry and is the forum which provides an avenue for local small business proprietors to source advice and information on matters which affect business, primarily from a statutory and government regulation perspective. The MCCC also arranges events, seminars and networking functions for the mutual benefit and interest of its membership.

It has been traditional for both Cities to be represented by an elected member at Executive Committee meetings, which are conducted approximately 8 times per year. Council's previous Delegate was former Councillor Romano.

Strategic Plan/Policy Implications**Growing City**

- Investment in industrial and commercial areas, provide employment, careers and increase economic capacity in the City.

Infrastructure

- Partnerships that help provide community infrastructure.

Leading & Listening

- Effective and constructive dialogue with all City stakeholders.

A Prosperous City

- Promotion and support for the growth and sustainability of local businesses and local business centres.

Budget/Financial Implications

Council sponsors the MCCC through an annual grant of \$20,000.

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.19 (SCM 31/10/2013) - COUNCIL DELEGATE - COCKBURN COAST STEERING COMMITTEE (9523) (D GREEN)

RECOMMENDATION

That Council appoint _____ (Elected Member) as its Delegate to the Cockburn Coast Steering Committee and _____ (Elected Member) as its Deputy Delegate.

COUNCIL DECISION

Background

Since June 2009, the Cockburn Coast Working Group, consisting of Officer representatives from the Department of Planning, City of Cockburn, City of Fremantle and LandCorp has continued to progress planning for the Cockburn Coast project which includes the framework for its implementation.

The approval of the Cockburn Coast District Structure Plan (CCDSP) in August 2009 and the initiation of the Metropolitan Region Scheme (MRS) Amendment to rezone the project area from 'Industrial' to 'Urban Deferred' in September 2009 highlights two mayor milestones for this project. The project is now moving towards detailed planning to ensure timely achievement of the 'Urban' zoning under the MRS.

One of the key tasks that lies ahead is the need to engage with landowners in the project area to ensure the project Masterplan and Town Planning Scheme framework is completed with due consultation. Similar to the CCDSP, this will be a considerable undertaking and will require the appropriate resources, time and strategic direction from key stakeholders for its successful implementation.

Submission

N/A

Report

To ensure the continued success of the project, the Department for Planning and LandCorp are proposing to re-establish the Cockburn Coast Steering Committee. Previously, representatives from the City's of Cockburn and Fremantle participated in the Committee. It is anticipated the Steering Committee would provide strategic direction for the project. LandCorp has nominated General Manager Metropolitan, Luke Willcock, to chair the Committee.

Accordingly, it is considered appropriate for Council to nominate both a delegate and a deputy to ensure continuity of input by the City of Cockburn to this project.

Strategic Plan/Policy Implications

Growing City

- To grow our City in a sustainable way by: using land efficiently, protecting the natural environment and conserving biodiversity.
- Development that is soundly balanced between new and existing areas.

Community & Lifestyle

- Community environments that are socially cohesive and embrace diversity.

Budget/Financial Implications

Nil

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.20 (SCM 31/10/2013) - COUNCIL DELEGATE - ALCOA LONG TERM RESIDUE MANAGEMENT STRATEGY STAKEHOLDER REFERENCE GROUP (SM/L/005) (A TROSIC)

RECOMMENDATION

That Council:

- (1) appoint _____ (Elected Member) as its Delegate to the Alcoa Long Term Residue Management Strategy Stakeholder Reference Group; and
- (2) note the membership of Andrew Trosic, Manager Strategic Planning as a technical officer on the Alcoa Long Term Residue Management Strategy Stakeholder Reference Group.

COUNCIL DECISION

Background

Alcoa of Australia ("Alcoa") maintains an important industrial presence immediately south of the City of Cockburn ("City"), within the Town of Kwinana. This is specifically Alcoa's alumina refinery (located at the northern end of the Kwinana Industrial Area), and its associated residue disposal area (located approximately 4km directly east inland of the refinery). The residue disposal area represents a significant allocation of land (approximately 580 ha), due to the large amounts of

residue by-product which are generated through the refining process to produce alumina and ultimately aluminium.

Submission

N/A

Report

The Need for the City's Involvement in the Long Term Residue Management Strategy Stakeholder Reference Group

At the 11 November 2010 Ordinary Meeting, Council considered a report dealing with the Draft Outer Metropolitan Perth and Peel Sub-regional Strategy ("Draft Strategy"). This Draft Strategy has been produced to guide, at a local level, implementation of growth targets established through the new Perth and Peel Strategic Plan titled 'Directions 2031 and Beyond'. A significant aspect to Directions 2031 and the Draft Strategy is identifying areas within existing settlement patterns in which to accommodate new residential growth. This is part of the objective towards achieving a more compact settlement form for the metropolitan area.

It is therefore recommended that the City endorse an Elected Member to sit on the Long Term Residue Management Strategy Stakeholder Reference Group.

Strategic Plan/Policy Implications

Growing City

- To grow our City in a sustainable way by: using land efficiently, protecting the natural environment and conserving biodiversity.
- Development that is soundly balanced between new and existing areas.
- Investment in industrial and commercial areas, provide employment, careers and increase economic capacity in the City.

Community & Lifestyle

- Community environments that are socially cohesive and embrace diversity.

Leading & Listening

- Effective advocacy that builds and manages relationships with all stakeholders.

Budget/Financial Implications

Nil

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.21 (SCM 31/10/2013) - COUNCIL DELEGATE - JANDAKOT AIRPORT COMMUNITY AVIATION CONSULTATION GROUP (SM/M/002) (A TROSIC)

RECOMMENDATION

That Council:

- (1) appoint _____ (Elected Member) as the Delegate on the Jandakot Airport Community Aviation Consultation Group;
- (2) appoint _____ (Elected Member) as the Proxy Delegate on the Jandakot Airport Community Aviation Consultation Group; and
- (2) note the membership of Andrew Trosic, Manager of Strategic Planning as a technical officer on the Jandakot Airport Community Aviation Consultation Group.

COUNCIL DECISION

Background

A Community Aviation and Consultation Group ("CACG") has been established for Jandakot Airport. While consultation between the community and Jandakot Airport has, and continues to be, undertaken via various methods, the Federal Government has recently moved to implement a new nationwide system of CACG's for all airports coming under the genus of the *Airports Act 1996*.

Submission

N/A

Report

In terms of scope and terms of reference, the Federal Government has provided the following advice in relation to role of CACG's across Australia:

- *The Australian Government will require all airports subject to the planning framework in the Airports Act to establish and lead Community Aviation Consultation Groups.*
- *The Community Aviation Consultation Groups will address planning and development issues and a range of other operational matters, such as aircraft noise, which may affect airports' relations with their neighbours.*
- *In recognition of the variety of community and operational contexts that different airports operate within, each lessee company shall have the flexibility to define the scope and membership of the Community Aviation Consultation Groups, as long as the following core prescribed conditions are met:*
 1. *the chair is to be independent;*
 2. *a record of the outcomes of key discussions is to be published;*
 3. *a report on the group's work is to be reviewed as part of the annual lease review; and*
 4. *the activity is to be funded by airports.*

Membership of the CACG includes the Cities of Canning, Gosnells and Melville, Department of Planning, Department of Transport, Royal Aero Club of WA and the Jandakot Residents Association. Andrew Trosic, Manager Strategic Planning, is also a member and provides technical officer input.

To ensure wide community views and aspirations can be voiced, it is important that an Elected Member be part of the CACG. Through nominating an additional Elected Member as a proxy on the Jandakot CACG, the City will be able to ensure attendance at the quarterly CACG meetings.

Strategic Plan/Policy Implications

Growing City

- Development that is soundly balanced between new and existing areas.

Infrastructure

- Facilities that promote the identity of Cockburn and its communities.

Leading & Listening

- Effective and constructive dialogue with all City stakeholders.

A Prosperous City

- Investment in the local economy to achieve a broad base of services and activities.

Budget/Financial Implications

Nil

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

**9.22 (SCM 31/10/2013) - COUNCIL DELEGATE - JAMES POINT
STAKEHOLDER REFERENCE GROUP (HS/E/004) (D ARNDT)****RECOMMENDATION**

That Council:

- (1) appoint _____ (Elected Member) as its Delegate on the James Point Stakeholder Reference Group; and
- (2) note that Roberto Colalillo will act as a technical officer to support the interests of the City of Cockburn on the James Point Stakeholder Reference Group.

COUNCIL DECISION**Background**

Council has previously been represented on this Stakeholder Reference Group established for the proposed Stage 1 of the James Point Port (Bulk and General Facility).

Submission

N/A

Report

The Terms of Reference are as follows:

1. Provision of advice to the Minister for the Environment on the environmental aspects of the construction and operation of the proposal generally.

2. Provision of feedback and input into the preparation and standard of implementation of the environmental management plans and programs.
3. Provision of advice and input into the mitigation for loss of coastal access, as a consequence of the proposal.
4. Provision of advice on the proponent's environmental performance.

The membership of the group is not specified, but implicitly the following organisations are being invited to nominate a representative:

- JPPL (CEO)
- Cockburn Sound Management Council
- Office of the EPA
- Department of Transport
- Department of Planning
- Department of Fisheries
- Water Corporation
- Town of Kwinana
- City of Rockingham
- City of Cockburn
- Kwinana Industries Council
- Conservation Council
- Conservation of Rockingham Environment (CORE)
- Kwinana Progress Association

Strategic Plan/Policy Implications

Growing City

- To grow our City in a sustainable way by: using land efficiently, protecting the natural environment and conserving biodiversity.
- Development that is soundly balanced between new and existing areas.

Infrastructure

- Community facilities that meet the diverse needs of the community now and into the future.
- Community infrastructure that is well planned, managed, safe, functional, sustainable and aesthetically pleasing.

Community & Lifestyle

- Community environments that are socially cohesive and embrace diversity.

- Communities that are connected, inclusive and promote intergenerational opportunities.

Budget/Financial Implications

Nil

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.23 (SCM 31/10/2013) - COUNCIL DELEGATE - WOODMAN POINT WASTE WATER TREATMENT PLANT COMMUNITY REFERENCE GROUP (027/028) (D ARNDT)

RECOMMENDATION

That Council:

- (1) appoint _____ (Elected Member) as its Delegate to the Woodman Point Waste Water Treatment Plant Community Reference Group;
- (2) appoint _____ (Elected Member) as its Deputy Delegate to the Woodman Point Waste Water Treatment Plant Community Reference Group; and
- (3) advise the Water Corporation accordingly.

COUNCIL DECISION

Background

The Water Corporation has declared that the Woodman Point Wastewater Treatment Plant Community Reference Group has been established to:

- *“Provide advice to the Water Corporation on its decision-making processes relating to wastewater treatment issues impacting on neighbouring communities;*
- *Provide input to odour assessment and modelling activities and on the development of odour management strategies; and shall*
- *Facilitate feedback to, and seek input from, the community on the operations of the wastewater treatment plant.”*

Submission

N/A

Report

Council has been represented on this Group by Councillor Reeve-Fowkes and former Councillor Oliver. It is recommended that Council nominate an Elected Member to be a member of the Woodman Point Wastewater Treatment Plant Community Reference Group and also nominate another Elected Member as Deputy.

Strategic Plan/Policy Implications

Growing City

- To grow our City in a sustainable way by: using land efficiently, protecting the natural environment and conserving biodiversity.

Infrastructure

- Partnerships that help provide community infrastructure.

Leading & Listening

- Effective advocacy that builds and manages relationships with all stakeholders.

Environment & Sustainability

- Identification and minimisation of impacts to human health risk.

Budget/Financial Implications

Nil

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.24 (SCM 31/10/2013) - COUNCIL DELEGATE - COCKBURN CEMENT ENVIRONMENTAL IMPROVEMENT PLANT GROUP (3411123) (D ARNDT)

RECOMMENDATION

That Council:

- (1) appoint _____ (Elected Member) as its Delegate to the Cockburn Cement Environmental Improvement Plan Group;
- (2) appoint _____ (Elected Member) as its Deputy Delegate to the Cockburn Cement Environmental Improvement Plan Group; and
- (3) advise Cockburn Cement Ltd accordingly.

COUNCIL DECISION

Background

In late 2002, a Community Working Group was established by the Department of Environment (DoE) to review and report on the environmental performance of Cockburn Cement Ltd (CCL) following recommendations from a DoE audit conducted in 2002.

At the Community Working Group meeting held on 7 December 2005, the DoE transferred organisation of future meetings to CCL.

Submission

N/A

Report

With the dissolution of the Community Working Group, CCL has formed the CCEIPG to assist the company in ensuring that the needs of the local community surrounding the CCL site are addressed. The proposed group will consist of representatives from the community and community groups adjacent to CCL operations in Munster and will have input into addressing those identified needs. The City of Cockburn was identified as a stakeholder in this process and was invited to make a nomination. Councillor Reeve-Fowkes and former Councillor Oliver were Council's previous representatives.

Strategic Plan/Policy Implications

Growing City

- Development that is soundly balanced between new and existing areas.

Leading & Listening

- Effective advocacy that builds and manages relationships with all stakeholders.

A Prosperous City

- Promotion and support for the growth and sustainability of local businesses and local business centres.

Environment & Sustainability

- Identification and minimisation of impacts to human health risk.

Budget/Financial Implications

Nil

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.25 (SCM 31/10/2013) - COUNCIL DELEGATE - SOUTH WEST GROUP PLANNING AND INFRASTRUCTURE COMMITTEE (028/012) (D ARNDT)

RECOMMENDATION

That Council appoint _____ (Elected Member) as its Delegate to the South West Group Transport Committee, with _____ (Elected Member) as its Deputy Delegate.

COUNCIL DECISION

Background

The South West Group Planning and Infrastructure Committee considers matters of significant importance to major transport planning and infrastructure development within the region, such as the Integrated Transport Study.

Submission

N/A

Report

This Group meets on a bi-monthly basis to consider major infrastructure planning in the region. Council was represented on the Group by former Councillor Oliver. In addition, Senior Council Technical Officers attend meetings in an advisory capacity. Given the significance of the issues to the City of Cockburn, it is recommended that Council appoints an Elected Member Delegate and Deputy Delegate.

Strategic Plan/Policy Implications

Community & Lifestyle

- Safe communities and to improve the community's sense of safety.

Leading & Listening

- Effective advocacy that builds and manages relationships with all stakeholders.

Budget/Financial Implications

Nil

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.26 (SCM 31/10/2013) - COUNCIL DELEGATE - JANDAKOT REGIONAL PARK COMMUNITY ADVISORY COMMITTEE (028/026) (D GREEN)**RECOMMENDATION**

That Council appoint _____ (Elected Member) as its Delegate to the Jandakot Regional Park Community Advisory Committee (JRPCAC).

COUNCIL DECISION**Background**

The JRPCAC is a community based organisation, the primary objectives of which are to oversee the implementation of the Jandakot Regional Park Management Plan, which was prepared in 2010. The City of Cockburn was previously represented by Councillor Reeve-Fowkes.

Submission

N/A

Report

The Jandakot Regional Park comprises of protected bush and nature reserves in areas of Cockburn, Kwinana and Armadale, as indicated in the attachment. The Park is subject to a Management Plan, which was prepared by the Conservation Commission and is administered by the Department of Environment and Conservation, in conjunction with participant Councils and the JRPCAC. The Committee comprises representation of each of the organisations, plus community representatives and meets quarterly (4th Tuesday of February, May,

August and November) at the Cockburn Wetlands Education Centre at 5.30 pm.

Strategic Plan/Policy Implications

Environment & Sustainability

- A community that uses resources in a sustainable manner.
- To protect, manage and enhance our natural environment, open spaces and coastal landscapes.

Budget/Financial Implications

Nil

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.27 (SCM 31/10/2013) - COUNCIL DELEGATE - SOUTH WEST CORRIDOR ENVIRONMENTAL SERVICES COMMITTEE (1332) (D GREEN)

RECOMMENDATION

That Council appoint _____ and _____ (Elected Members) as its two Delegates to the South West Corridor Environmental Services Committee.

COUNCIL DECISION

Background

Previously, Council's two representatives on the South West Corridor Environment and Services Committee were Councillors Smith and Reeve-Fowkes.

Submission

N/A

Report

The South West Corridor Environment and Services Committee has been established by the South West Group, comprising the six local authorities in the South West Metropolitan Region of Perth.

Its role is to:

- Consider environmental, recreational and other community service issues and provide advice to the South West Group;
- Improve the understanding of these issues amongst member local government authorities;
- Provide a forum to develop relevant policies and projects;
- Implement the recommendations of the Beeliar Regional Park Management Plan;

Meetings are convened four times per year.

Should no elected member wish to be appointed as Council's representative to the Committee, it is acceptable for an officer of Council to be nominated.

Strategic Plan/Policy Implications

Environment & Sustainability

- A community that uses resources in a sustainable manner.

- To protect, manage and enhance our natural environment, open spaces and coastal landscapes.

Budget/Financial Implications

Nil

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

10. (SCM 31/10/2013) - RESOLUTION OF COMPLIANCE (SECTION 3.18(3), LOCAL GOVERNMENT ACT 1995)

RECOMMENDATION

That Council is satisfied that resolutions carried at this Meeting and applicable to items concerning Council provided services and facilities, are:-

- (1) integrated and co-ordinated, so far as practicable, with any provided by the Commonwealth, the State or any public body;
- (2) not duplicated, to an extent Council considers inappropriate, services or facilities as provided by the Commonwealth, the State or any other body or person, whether public or private; and
- (3) managed efficiently and effectively.

COUNCIL DECISION

11. CLOSURE OF MEETING

5. CONCLUSIONS AND RECOMMENDATIONS

The assessment of the value and benefits which accrue from Sister City relations should properly balance the tangible outcomes with the less measurable perceptions associated with the promotion of goodwill and hospitality.

Certainly, the City of Cockburn has invested considerably in land infrastructure, as attested by the \$180,000 expended on artworks along the length of Friendship Way as a means of acknowledging its Sister City Agreements.

Added to this is the regular promotion of the countries in which the Sister Cities are located (ie. Croatian, United States of America and China) at the annual Cockburn Rotary Spring Fair. While Council contributes around \$50,000 annually to the Spring Fair, only a small portion of this is expended directly on showcasing the Sister City element and this is usually outlaid on entertainment which would be necessary in any case.

Should Council wish to continue its support for the overall Sister City concept and adopt a regular visitation calendar, it would be expected that the Spring Fair theme would feature one country every two years, to correspond with an incoming visit by that country's Sister City. This would translate to each of the current Sister Cities being involved in this event once every six years.

Similarly, there should be an expectation that Council will continue to visit its partner Cities on a regular basis as part of the visitation program as well, which would see each of the current three cities visited over a six year period. It is proposed that outbound visits endeavour to be accompanied by other interest groups in the City, particularly if school/youth/cultural exchanges can be arranged to coincide with such Council delegations.

Providing Council accepts this as a reasonable position for the future, it will be necessary to amend Council Policy Sc33 *Sister City Relationships* to more accurately reflect these proposals.

Recommendations:

That Council:

- (1) continues to support the three current Sister City Agreements established (Split – Croatia, Yueyang – China and Mobile – USA);
- (2) adopt the visitation program (2012-2017), as outlined in the appended Calendar;
- (3) consider the amended Policy SC33 *Sister City Relationships*, as appended;
- (4) review the overall Sister City Program and Policy upon the conclusion of the proposed visitation schedule 2012-2017, to determine the level of support it wishes to provide to the concept beyond that time.

SISTER CITY VISITATION SCHEDULE (PROPOSED)

2012 - 2017

<u>YEAR</u>	<u>SISTER CITY</u>	<u>DESTINATION</u>	
2012	Mobile	From Cockburn	(Outbound)
2013	Mobile	To Cockburn	(Inbound)
2014	Split	From Cockburn	(Outbound)
2015	Split	To Cockburn	(Inbound)
2016	Yueyang	From Cockburn	(Outbound)
2017	Yueyang	To Cockburn	(Inbound)

POL	SISTER CITY RELATIONSHIPS	SC33
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POLICY CODE:	SC33
DIRECTORATE:	Executive Services
BUSINESS UNIT:	Executive Support
SERVICE UNIT:	Executive Support
RESPONSIBLE OFFICER:	Director, Administration & Community Services
FILE NO.:	CC/P/003
DATE FIRST ADOPTED:	14 July 2005
DATE LAST REVIEWED:	14 June 2012
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	29 June 2005 22 March 2012 24 May 2012
OCM:	14 July 2005 12 April 2012

BACKGROUND:

The City of Cockburn has established Sister City Agreements with the City of Split, Croatia (formed in 1998); the City of Yueyang, China (formed in 1998) and the City of Mobile, U.S.A. (formed in 2005).

Council has supported these relationships on an ongoing basis and wishes to state its intentions for the medium term future of these arrangements by the adoption of this Policy.

PURPOSE:

1. To promote Cockburn and assist in fostering economic development, tourism and trade relations.
2. To seek a wider understanding of other nations, their traditions, customs, education and cultures and similarly to promote to other nations the traditions, customs, education and cultures of Australia.
3. To foster international peace and goodwill

POLICY:

POL	SISTER CITY RELATIONSHIPS	SC33
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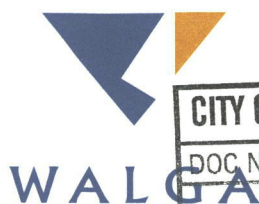
- (1) The Council desires to maintain a small number of active sister city relationships based upon the benefits which can accrue, including trade, tourism, cultural, educational and sporting activities.
- (2) The Council considers that the abovementioned objectives can be achieved by:-
 1. Trade, cultural, educational, tourism and sporting exchanges.
 2. Official visits.
- (3) Accordingly, the Council's role will be:-
 1. To encourage exchanges.
 2. To facilitate and assist visits and exchanges (such as providing letters of introduction to the Sister City).
 3. To arrange an exchange of greeting on the occasion of visits from Sister Cities.
 4. To facilitate exchange of educational, cultural and promotional material.
 5. To encourage students to learn about a Sister City by carrying out school projects on that city.
 6. To provide information to visitors from Sister Cities on places of interest.
 7. To set up friendship associations for its Sister Cities, where possible.. These associations will be chaired by an Elected Member and would provide a vehicle for businesses, cultural and community groups, sporting associations and educational institutions to action the objectives of the Sister City relationship.
 8. To take an active role in the Sister Cities Australia organisation.
- (4) The question as to whether to establish additional Sister Cities should consider the possibility and benefits to be gained out of City/State Relationships.
- (5) These benefits should include but not be limited to:-
 1. Trade links between the two countries; preference being given to cities in countries where Australia has a free trade agreement or a proven trade record.

POL	SISTER CITY RELATIONSHIPS	SC33
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2. Cultural links between the two countries; preference being given to cities in countries where Council determines that the City would benefit from a greater awareness and appreciation of that country's traditions and customs.
 3. Sporting links between the two countries; preference being given to cities in countries where Australia has existing sporting links through national sporting federations.
 4. Tourism links between the two countries; preference being given to cities in countries who are major sources of visitors to Australia or who provide a potential market for local tourism operators.
 5. Education links between the two countries; preference being given to cities in countries that have existing educational exchange programmes or who provide a potential market for local educational institutions.
- (6) Council will support a visitation program of each of its Sister Cities. A calendar of visiting delegations, both inbound and outbound, will be supplemented by an appropriate funding allocation in Council's annual Municipal Budget. The visitation program will allow for annual delegations (incoming or outgoing) to be reciprocated to/by the partner City in the following financial year. The program will be reviewed following the completion of the initial scheduled visits relevant to each partner City, as a means of assessing the outcomes of the visits and determining their value for the future.
 - (7) Council will encourage all delegates (both inbound and outbound) to be supplemented with representatives who may be able to assist in furthering the benefits of these relationships, as noted at paragraph 5 (1) – (5) above.
 - (8) Outbound delegations will be led by the Mayor and accompanied by the Deputy Mayor and up to a maximum of three(3) other Councillors and the Chief Executive Officer (CEO) or his/her nominated representative. In the event of the Mayor not being available to attend any outbound delegation, the Deputy Mayor will be nominated to undertake this responsibility.
 - (9) The principle of selecting Councillors referred to in (8) above will be on the basis of the longest serving Councillors having the initial option to attend. Should a Councillor decline to attend upon being invited to do so, they shall automatically be given the opportunity to be placed on the following delegation, subject to them still holding office as a Councillor of the City of Cockburn.
 - (10) The Mayor and partner, accompanied by the Chief Executive Officer or his/her delegated nominee and any other person deemed to have

POL	SISTER CITY RELATIONSHIPS	SC33
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relevance to the enhancing of the Sister City relationship, may participate in a delegation subject to appropriate provisions being made in the adopted budget. .



CITY OF COCKBURN	
DOC No	
25 OCT 2013	
SUBJECT	Our Ref: 01-005-02-0013 MD
RETENTION	028/021
PROPERTY	25.4.1.4 D7
APP	
ACTION RECORDS TO CEO	

24 October 2013

Mr Stephen Cain
Chief Executive Officer
City of Cockburn
(DX 69616) 9 Coleville Cres
SPEARWOOD WA 6163

Dear Stephen

ELECTIONS FOR THE 2013 - 2015 STATE COUNCIL

In accordance with sub-clause 9(3) of the Western Australian Local Government Association Constitution, nominations are hereby called from Council delegates to the South Metropolitan Zone for the positions of Representatives and Deputy Representatives to the 2013 to 2015 State Council.

Terms of office for elected representatives and deputy representatives will be two (2) years, commencing 4 December 2013 at the first Ordinary Meeting of the new State Council until and including the day prior to the December 2015 meeting of State Council.

For the South Metropolitan Zone, there are three (3) representative positions and three (3) deputy representative positions on State Council.

Only Elected Members who are a nominated Zone Delegate are eligible to nominate for these positions. Zone Delegates are invited to submit their nominations **in writing** to the Chief Executive Officer of WALGA.

Nominations can be submitted by mail, by fax or by e-mail at nominations@walga.asn.au marked Attention: WALGA CEO. The nominations period will close COB **Friday 15 November 2013**.

Elections will be formally held at the South Metropolitan Zone meeting to be held 25 November 2013. An agenda item to the South Metropolitan Zone meeting will clearly list the nominations received for the positions of Representative and Deputy Representative of State Council.

The first meeting of State Council for the newly elected State Council representatives will be 4 December 2013 at the WALGA offices in West Perth.

Attached is a paper providing information on WALGA, the State Council, the role of State Councillors and what makes an effective State Councillor.

Also attached for your convenience is a Nomination Form.

Please ensure that this correspondence, and the informational paper, is disseminated to your Council Delegates..

PO Box 1544

West Perth WA 6872

Telephone: (08) 9213 2000

Facsimile: (08) 9322 2611

Email: info@walga.asn.au

Website: www.walga.asn.au

The Voice of Local Government



For enquiries please contact Tony Brown, Executive Manager Governance & Strategy, on 9213 2051 or by e-mail at tbrown@walga.asn.au, or Chantelle O'Brien, Executive Officer Governance and Strategy on 9213 2013 or email cobrien@walga.asn.au.

Yours sincerely

Ricky Burges
Chief Executive Officer
Enc



WALGA

South Metropolitan Zone

Call for Nominations

3 State Council Representatives

3 Deputy State Council Representatives

The process of calling for nominations for the election of the State Council Representatives and Deputy State Council Representative for the two year period commencing in December 2013 is a formal nomination process that precedes the election to be held at the South Metropolitan Zone meeting on Monday 25 November 2013.

WALGA CEO to receive written nominations from Zone Delegates for the above positions. WALGA will provide written confirmation to Member Councils of the nominations received via the Zone Agenda.

Where there is more than one nomination for each vacant position, an election will be conducted using a secret ballot, with a representative of the WALGA CEO to act as the returning officer for the election. Prior to the ballot, nominees for each position are to be extended the opportunity to provide a 2 minute election bid to delegates.

All voting delegates to the Zone are entitled to cast one (1) vote in the ballot process.

To assist in the process a nomination form has been attached to this notice. Members are entitled to nominate themselves. Completed forms should be marked attention WALGA CEO and emailed to nominations@walga.asn.au by **Friday 15 November 2013**.

Should any member require further information, please do not hesitate to contact Margaret Degebrodt, Governance Support Officer on 9213 2036 or email mdegerodt@walga.asn.au.



WALGA

South Metropolitan Zone

Nomination Form

Election of State Council Representative and
Deputy State Council Representative to State Council
Monday 25 November 2013 to be held at the City of Kwinana

I hereby submit my nomination for South Metropolitan Zone State Council
Representative or Deputy State Council Representative to WALGA State
Council.

Term of Office – Two years December 2013 to December 2015

Office being sought _____

Name of Candidate _____

Candidate's Member Council _____

Signature of Candidate _____

Nominations are to be submitted to Ms Ricky Burges, WALGA Chief Executive
Officer by email to nominations@walga.asn.au and to reach the CEO by no later
than **COB Friday 15 November 2013**.



What is WALGA?

The Western Australian Local Government Association (WALGA) is the single association for Local Governments in WA, representing the political and strategic interests of Local Government at State and Federal levels.

WALGA is a member-based organisation, with 139 country and metropolitan Local Governments in WA being members of the Association. Member Local Governments are regarded as the “shareholders” of the Association and the focus of activities is to be directed towards the provision of political advocacy and services which meet their collective needs.

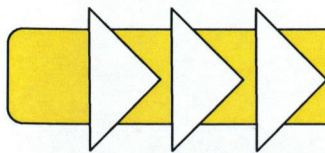
The Association provides a broad range of functions for its members. These include:

- Political leadership and advocacy on Local Government issues to the State and Australian Governments.
- Exerting influence over government policy to achieve Local Government interests.
- Developing policy and legislative initiatives representing the interests of members.
- Seeking funding opportunities to assist in the delivery of Local Government services.
- Providing services which result in financial savings to members and enhance the capacity of Local Governments to deliver services to their communities.
- Promoting the credibility and profile of Local Government.
- Facilitating strategic and information links between Local Governments.

What is the State Council?

The State Council is the governing body for WALGA. It is made up of 12 metropolitan representatives, 12 country representatives and the Association President. State Council's primary role is to govern the successful operation of the Association through the Chief Executive Officer and senior management. Without intending to limit the general role of State Council, the broad functions and responsibilities include:

- (i) strategy formulation and policy making for the Association;
- (ii) development, evaluation and succession of the Chief Executive Officer;
- (iii) monitoring financial management, including approving the annual budget;
- (iv) monitoring and controlling compliance and organisational performance;
- (v) ensuring effective identification, assessment and management of risk;
- (vi) promoting ethical and responsible decision making;
- (vii) ensuring effective communication and liaison with members and stakeholders; and
- (viii) ensuring an effective governance framework and culture for the Association.



What is the role of State Councillors?

State Councillors have ultimate responsibility for the overall successful operations of the Association. The Association's Corporate Governance Charter states that *"a State Councillor shall, in good faith, behave in a manner that is consistent with generally accepted procedures for the conduct of meetings at all State Council meetings"*.

The principal roles of State Councillors relate to:

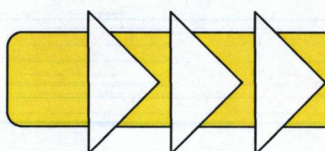
- All major policy positions and issues.
- The strategic direction of the Association.
- Financial operations and solvency.
- All matters as prescribed by law.

Broadly speaking, there are five fundamental duties that State Councillors must fulfil:

- (i) A duty to act in good faith.
- (ii) A duty not to gain advantage by improper use of their position.
- (iii) A duty not to misuse information.
- (iv) A duty to act with due care and diligence.
- (v) A duty not to operate whilst insolvent.

State Councillors are required to consistently act in the "best interests of the organisation as a whole". This effectively means that the duties of a State Councillor are owed to all Members. Whilst it is recognised that State Councillors must represent the interests of their respective Zones, the interests of the collective membership must always come first.

State Councillors are expected to comply with WALGA's Corporate Governance Charter and Code of Conduct.



So what makes an effective State Councillor?

According to the Association's Corporate Governance Charter, an effective State Councillor is a person who has the following attributes:

- Understanding of the roles and responsibilities of a director of WALGA;
- Capacity to devote sufficient time to responsibilities on State Council;
- Legitimacy and confidence in the eyes of Member Local Governments;
- Ability to exercise objective judgement; and
- Capacity to retain a holistic focus on Local Government issues.



Perth Airports Municipalities Group Inc.

Communities Co-Existing with Airports

Our Reference: 15/007

22 October 2013

Mr Stephen Cain
Chief Executive Officer
City of Cockburn
PO Box 1215
BIBRA LAKE DC WA 6965

Dear Mr Cain,

CITY OF COCKBURN
DOC No
23 OCT 2013
SUBJECT
184/001
RETENTION
67.3 D 5
PROPERTY
APP
ACTION
RECORDS TO CEO

NOMINATION OF DELEGATES/DEPUTY DELEGATES AND NOMINATION OF OFFICE BEARERS FOR PAMG MANAGEMENT COMMITTEE

In accordance with the Perth Airports Municipalities Group Inc.'s (PAMG's) Constitution and the upcoming Council Elections, the term of office of your delegate and deputy delegate to the PAMG is about to expire. In addition, the term of office for the PAMG Management Committee members expires at the annual general meeting of the PAMG (5 December 2013) and elections will take place at the AGM for new office bearers. The following details information that is required to continue the affective administration of the PAMG:

Nomination of Delegates/Deputy Delegates and Technical Support Officers

To ensure that your Council is represented on the PAMG, would you please complete the attached Core Member Details 2013/14 form with the details of your delegate, deputy delegates, your corporate contacts and any technical officer you wish to attend PAMG meetings to provide support to your delegate/deputy.

It is strongly recommended that you take up the option of nominating a second deputy delegate and that you nominate an Officer of Council for that role. This will then ensure that your Council is appropriately represented should your delegate or deputy delegate (if elected members) are unable to attend PAMG meetings because of attending to their civic duties. In addition it will ensure that business before the Group can be dealt with at the meeting it is being presented at and not carried over to a future meeting because of lack of voting numbers for it to be resolved.

It is also recommended that you nominate a Technical Support Officer who can attend PAMG meetings as necessary. By nominating a Technical Support Officer it also assists the PAMG Management Committee when preparing regional responses on behalf of members to discussion papers, Commonwealth Government Green/White Papers and Airport Master Plans.

This information should be provided as soon as practicable in consideration of the 5 December 2013 PAMG meeting date.



Perth Airports Municipalities Group Inc.

Communities Co-Existing with Airports

Nominations for positions on the PAMG Management Committee

Also attached is information relating to the election of office bearers on the PAMG Management Committee for the next 2 year term of office. Should your Council wish to submit a nomination for any of the positions available, please complete and return the enclosed PAMG Management Committee Nomination for Office Bearers form no later than seven (7) days prior to this meeting i.e. by 28 November 2013.

Should you have any enquiries or require additional information, please do not hesitate to contact the PAMG Secretariat on 9477 7430 (Mon - Thurs) or email enquiries@pamg.com.au

Yours Sincerely

Lesley Howell
PAMG SECRETARY

Enc. Core Member Details Form
 PAMG Management Committee Nomination for Office Bearers



PAMG MEMBER DETAILS 2013 - 2015

MEMBER COUNCIL: Town/City /Shire of _____

The appointment of Deputy Delegates (Councillors or Officers) is strongly recommended to ensure that your Council is adequately represented in the unforeseen absence of your Delegate.

Member	Title and Name	Postal Address	Contact No's	Email
Delegate:			Bus Hrs:	
			Mob:	
Deputy Delegate 1:			Bus Hrs:	
			Mob:	
Deputy Delegate 2: (Officer Recommended)			Bus Hrs:	
			Mob:	
Technical Support Officer: (Optional)			Bus Hrs:	
			Mob:	
Chief Executive Officer			Bus Hrs:	
			Mob:	
CEO's EA/PA			Bus Hrs:	
			Mob:	
Mayor's EA/PA			Bus Hrs:	
			Mob:	



Perth Airports Municipalities Group Inc.

Communities Co-Existing with Airports

Nomination Form for Office Bearers PAMG Management Committee 2013 - 2015

NOMINATOR (CORE MEMBER):

The City / Shire / Town of _____ hereby nominates Council's
_____, the current incumbent being

(Elected Member/Officer title)

Cr/Mr/Mrs/Ms/Miss _____ for the position of (circle
one) Chair/ Deputy Chair/ Committee Delegate / Treasurer on the PAMG's Management Committee.

Nominator's Signature:

Nominator's Name:

Nominator's Title:

Date: ____/____/____

NOMINEE'S DECLARATION:

I, Cr/ Mr/ Mrs/ Ms/ Miss _____, being the current
_____ confirm that I agree to stand for election to the

(Elected Member/Officer Title)

position of _____ on the PAMG's Management Committee and should I be
elected, I will abide by the terms, duties and responsibilities as set out in the PAMG's Constitution.

Nominee's Signature:

Nominee's Name:

Date: ____/____/____

Nominations close at 5.00pm, Thursday, 28 November 2013

Mail to:	Email	Facsimile
PAMG Secretary Perth Airports Municipalities Group Inc. C/o City of Belmont LMB 379 CLOVERDALE WA 6985	enquiries@pamg.com.au	(08) 9478 1473



Perth Airports Municipalities Group Inc.

Communities Co-Existing with Airports

Information Sheet

Nomination of Office Bearers to the PAMG Management Committee

Under the terms of the PAMG's Constitution, the term of office of the Management Committee members shall cease on the day of the first PAMG meeting after the next Ordinary Council Election. The following positions on the PAMG Management Committee become vacant at the first Annual General Meeting following the Ordinary Council Elections.

Elected by the PAMG Membership

- Chairperson
- Deputy Chairperson
- Committee Delegate
- Treasurer

Clause 11.1 of the Constitution states the criteria for eligibility for office as follows:

Only delegates are eligible to nominate for the position of Chairperson, Deputy Chairperson or Committee Delegate.

Only delegates, deputy delegates and Councillors or employees of Members are eligible for appointment to the position of Treasurer.

Only an employee from the core Member of the office of the Chairperson is eligible for the appointment to the position of Secretary.

In accordance with Clause 11.2.1 of the Constitution,

Nominations for election to any office of the Committee must be received by the Secretary in writing prior to the conduct of the election.

A person is not eligible for election to the Committee unless his or her Local Government has nominated him or her for election by delivering notice in writing of that nomination, signed by –

- (a) *The nominator; and*
- (b) *The nominee to signify his or her willingness to stand for election,*

to the Secretary not less than seven (7) days before the day on which the annual general meeting concerned is to be held.

Appointment by the Chairperson

- Secretary

In accordance with Clause 11.3.2 of the Constitution,

The office of Secretary shall be appointed by the Member Local Government represented by the office of the Association Chair. Costs associated with the secretarial/administrative support i.e. salary, travel expenses and out of pocket expenses will be met by the Chair's Local Government with the exception of those already provided for by Clause 24.2.2.

A separate Nomination Form for Office Bearers must be completed by the candidate for each position being nominated for and submitted to the PAMG Secretary 7 days prior to the Annual General Meeting.