



City of Rockingham

Representation on Council and Non-Council Committees

as at October 2022

Council Committees

Committee	Composition	Terms of Reference	Meeting Dates, Times and Venues	Council Members Appointed for Oct 2021 – Oct 2023
<p>Planning and Engineering Services Committee</p>	<p>6 Council Members 6 Deputies</p> <p>Staff attending this Committee are: Chief Executive Officer, Director Planning and Development Services, Director Asset Services, Director Legal Services and General Counsel and relevant officers</p>	<p>Areas of Consideration: Strategic Planning and Environment, Statutory Planning, Land and Development infrastructure, Building Services, Health Services, Compliance and Emergency Liaison, Rangers, Bushfire, City Centre Development, Technical Services, Parks Services, Operations and Fleet Services and Infrastructure Project Delivery.</p>	<p>Monday prior to the third Tuesday of the month at 4:00pm in the Council Chambers</p>	<p>Mayor Hamblin <i>(Deputy – Cr Liley)</i> Cr Buchan <i>(Deputy – Cr Cottam)</i> Cr Edwards <i>(Deputy – Cr Hume)</i> Cr Jecks <i>(Deputy – Cr Schmidt)</i> Cr Jones <i>(Deputy – Cr Buchanan)</i> Cr Wormall <i>(Deputy – Cr Davies)</i></p>
<p>Corporate and Community Development Committee</p>	<p>6 Council Members 6 Deputies</p> <p>Staff attending this Committee are: Chief Executive Officer, Director Corporate Services, Director Community Development, Director Legal Services and General Counsel and relevant officers</p>	<p>Areas of Consideration: Financial Services, Information Systems, Customer and Corporate Support, Waste Services, Human Resource Development, Strategy, Marketing and Communications, Governance and Councillor Support, Legal Services and General Counsel, Economic Development and Tourism, Community Capacity Building, Community Infrastructure Planning, Community Support and Safety, Community and Leisure Facilities, Library Services.</p>	<p>Third Tuesday of the month at 4:00pm in the Council Chambers</p>	<p>Cr Buchanan <i>(Deputy – Cr Jones)</i> Cr Cottam <i>(Deputy – Cr Buchan)</i> Cr Davies <i>(Deputy – Cr Wormall)</i> Cr Hume <i>(Deputy – Cr Edwards)</i> Cr Liley <i>(Deputy – Mayor Hamblin)</i> Cr Schmidt <i>(Deputy – Cr Jecks)</i></p>

Council Committees

In accordance with the Governance and Meeting Framework Council Policy, the City is to review the community membership of all Advisory Committees between 1 July and 30 September in the year falling between Local Government Elections. All new membership proposals being considered by Council no later than October of that year. The Council policy requires that the Advisory Committee community member positions need to be advertised and the existing committee members written to and invited to reapply.

Reports to Council will be required to be considered as confidential due to the item involving the personal affairs of any person; or the business, professional, commercial or financial affairs of a person, the Chairperson advised that in accordance with section 5.23(2) (b) and (e)(iii) of the Local Government Act 1995.

Committee	Composition	Terms of Reference	Meeting Dates, Times and Venue	Council Members Appointed for Oct 2021 – Oct 2023	Community Representatives from 2022 - 2024
Audit Committee	4 Council Members Executive Support: General Management Services – Internal Audit Team	Please refer to the attachment at the end of this document for the Audit Committee's full terms of reference.	- As required - No set time	Mayor Hamblin Cr Buchan Cr Edwards Cr Liley <i>Cr Davies (Deputy)</i>	Not applicable
Australia Day Awards Selection Panel	2 Council Members, (1 Deputy) Freeman of the City 1 Community Member Executive Support: General Management Services – Governance and Councillor Support	To select persons for Australia Day Awards from Nominations received	- As required - No set time	Cr Buchanan Cr Davies <i>Cr Schmidt (Deputy)</i>	Honorary Freeman: Mr Laurie Smith Community Representative: Mrs Shelley Tomasich
Behaviour Complaints Committee	Whole of Council Executive Support: General Management Services – Governance and Councillor Support	To deal with complaints under the Council Policy – Code of Conduct Complaints Management Process <i>Note: has delegated authority as per section 5.16 of the Local Government Act 995 - Delegation of some powers and duties to certain committees. The decision of this Committee is a Council Decision</i>	- As required - No set time - Council Chambers	All Council Members	Not Applicable

Council Committees

Committee	Composition	Terms of Reference	Meeting Dates, Times and Venue	Council Members Appointed for Oct 2021 – Oct 2023	Community Representatives from 2022 - 2024
<p>Bush Fire Advisory Committee</p> <p><i>(Note: setup as per s.67 of the Bush Fires Act 1954)</i></p>	<p>1 Council Member 6 Representatives from local and state agencies and services:-</p> <p>Executive Support: Planning and Development Services – Compliance and Emergency Liaison</p>	<ul style="list-style-type: none"> Provide advice and guidance to Council on matters relating to bushfire risk management; and Facilitate collaboration between stakeholders with a shared responsibility for bushfire management within the City of Rockingham including prevention, preparedness, response and recovery. 	<ul style="list-style-type: none"> Quarterly 1st Tuesday 6:30pm 	<p>Cr Schmidt</p> <p><i>Cr Jecks (Deputy)</i></p>	<p>Mr Tim Fisher – <i>Department of Biodiversity Conservation and Attractions</i></p> <p>Mr Graham Hymers – <i>Karnup Volunteer Fire and Emergency Service</i></p> <p>Mr Andrew Munro – <i>Rockingham Volunteer Fire and Rescue Service</i></p> <p>Mr Brenton Smith – <i>Baldivis Volunteer Fire and Emergency Service</i></p> <p>Mr Luke Summerton – <i>Representing Secret Harbour Volunteer Fire and Rescue Service</i></p> <p>Mr Terry Wegwermer – <i>Department of Fire and Emergency Services</i></p>
<p>CEO Performance Review Committee</p>	<p>4 Council Members</p> <p>Executive Support: General Management Services – Human Resource Development</p>	<p>To undertake the performance review of the CEO including summarising the feedback of individual Council Members</p>	<ul style="list-style-type: none"> As required No set time 	<p>Mayor Hamblin</p> <p>Cr Buchan</p> <p>Cr Edwards</p> <p>Cr Liley</p>	<p>Not applicable</p>

Council Committees

Committee	Composition	Terms of Reference	Meeting Dates, Times and Venue	Council Members Appointed for Oct 2021 – Oct 2023	Community Representatives from 2022 - 2024
Coastal Facilities Advisory Committee	2 Council Members 2 Community Members 5 Representatives from – - Dept of Biodiversity, Conservation and Attractions - Dept of Primary Industries and Regional Devt. - Marine Rescue Rockingham - The Cruising Yacht Club - Mangles Bay Fishing Club Executive Support: Asset Services – Technical Services	To provide input and advice into the development, implementation and performance of the City of Rockingham Coastal Facilities Strategy	- Quarterly - 4th Monday - 4:00pm	Cr Buchan Cr Jecks <i>Cr Liley (Deputy)</i>	<i>Community representatives:</i> Mr Les Dodd Mr Daniel Wadsworth Mr Vaughn Chapple - <i>Department of Biodiversity, Conservation and Attractions</i> Vacant - <i>Department of Primary Industries and Regional Development</i> Mr Chris Aleman - <i>Marine Rescue Rockingham</i> Mr Gary Clark - <i>Mangles Bay Fishing Club</i> Mr Ole Otness - <i>The Cruising Yacht Club</i>
Community Grants Program Committee	4 Council Members 4 Deputies Executive Support: Community Development – Community Capacity Building	To consider and make recommendations to Council regarding the Major Grant, Major Event Sponsorship, and Community Infrastructure Grant applications, and to provide feedback to staff on the Community Grants Program.	- As required - 8:00am	1. Cr Buchanan 2. Cr Edwards 3. Cr Liley 4. Cr Buchan <i>1. Cr Jecks (Deputy)</i> <i>2. Cr Wormall (Deputy)</i> <i>3. Cr Jones (Deputy)</i> <i>4. Cr Schmidt (Deputy)</i>	Not applicable
Community Safety and Support Services Advisory Committee <i>(Previously City Safe Advisory Committee)</i>	3 Council Members 9 Community Members Executive Support: Community Development – Community Safety and Support	To provide strategic guidance and to represent the identified strengths, needs and aspirations of the community for the development' adoption and implementation of the Community Safety and Support Services Strategy.	- Monthly - 2nd Thursday - 4:00pm	Cr Edwards Cr Schmidt Cr Wormall	Mr Rob Dedman Ms Renae Fussell Mr Anthony Fry Mr Tony Gale Ms Tania Gigg Ms Annette Harwood Mr Pradeep Satya Mr Peter Skilton Mr Darrell Wilson

Council Committees

Committee	Composition	Terms of Reference	Meeting Dates, Times and Venue	Council Members Appointed for Oct 2021 – Oct 2023	Community Representatives from 2022 - 2024
Cultural Development and the Arts Advisory Committee	1 Council Members (1 Deputy) 5 Community Members Executive Support: Community Development – Community Capacity Building	To provide strategic advice and guidance on cultural development and the arts, whilst representing the community's needs and aspirations in line with the City's Cultural Development and the Arts Strategy	- Bi-monthly - 3 rd Wednesday - 4:15pm	Cr Davies <i>Cr Buchanan (Deputy)</i>	Ms Deena Appleby Ms Jacinta Posik Mr Andy Quilty Ms Meg Salazaar Ms Lorri Skinner
Customer Service Review Committee	3 Council Members Chief Executive Officer (Director Corporate Services to replace Chief Executive Officer should complaint be against General Management Team). Executive Support: Corporate Services - Customer and Corporate Support	To implement the Service Complaints Policy. Note: The Chief Executive Officer is a voting representative on the Customer Service Review Committee and the Director Corporate Services is the deputy.	- As required - No set time	Mayor Hamblin Cr Buchan Cr Buchanan CEO, Mr Parker <i>Cr Edwards (Deputy)</i> Director Corporate Services, Mr Pearson <i>(Deputy to CEO)</i>	Not applicable
Disability Access and Inclusion Advisory Committee	2 Council Members 8 Community Members Executive Support: Community Development – Community Capacity Building	To represent the community by providing advice/support to Council with regard to the implementation of the Disability Access and Inclusion Plan and to provide advice to improve City controlled disability access and inclusion within the City of Rockingham.	- Bi-monthly - Wednesday - 9:00am	Cr Hume Cr Jones	Ms Stephenie Fielding Ms Krystal Jose Ms Emma Lupino Ms Joy Stewart Ms Sylvia Stonehouse Ms Alison Thrift

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Environmental Advisory Committee	2 Council Members (1 deputy) 2 Community Members 2 reps – qualifications and experience in environmental management 1 rep – Department of Biodiversity, Conservation and Attractions 1 rep - WALGA Executive Support: Planning and Development Services – Strategic Planning and Environment	To provide strategic, non-operational, input into the development and review of Community Plan Strategies, policies, City led development projects and other matters referred by the City that relate to environmental matters not addressed in the Terms of Reference of existing advisory groups.	<ul style="list-style-type: none"> - As required - No set time 	Cr Jecks Cr Wormall <i>Cr Edwards (Deputy)</i>	Mr Rick Dawson Mr James Mumme Ms Sally Watkins Ms Jennifer Francis Mr Tim Fisher – DBCA Vacant - WALGA
Global Friendship Committee	3 Council Members (1 Deputy) 6 Community Members Executive Support: General Management Services – Governance and Councillor Support	<ul style="list-style-type: none"> - Promoting awareness of the social and economic importance of the Global Friendships program to the community. - Planning and arranging visits to and from global affiliates - Measuring the performance and effectiveness of individual Global Friendships in terms of community and economic development benefit - New Global Friendship proposals - Reviewing the performance and effectiveness of each Global Friendship every four years to assess the degree of activity, value to Council and associated benefits for the City of Rockingham. 	<ul style="list-style-type: none"> - Bi-monthly - 3rd Thursday - 5:00pm 	Mayor Hamblin Cr Hume Cr Schmidt <i>Cr Davies (Deputy)</i>	Ms Dale Kerferd Mr Dirk Mulder Ms Fiona Nutz Ms Kez Wickham St George 2 vacancies – community rep.

Council Committees

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Governance Review Committee	4 Council Members 1 Deputy General Management Services – Governance and Councillor Support	To provide advice to Council in respect to the good governance of the City of Rockingham including reviews of governance obligations and process.	- As required - No set time	Mayor Hamblin Cr Buchan Cr Davies Cr Liley <i>Cr Edwards (Deputy)</i>	Not applicable
Heritage Reference Group	1 Council Member (1 Deputy) 2 representatives from the Rockingham District Historical Society (2 Deputy) Executive Support: Planning Services Division – Statutory Planning – City’s Heritage Consultant	To provide a Forum to discuss the conservation and preservation of natural and culturally significant heritage sites within the Rockingham district.	- As required - No set time	Cr Cottam <i>Cr Buchanan (Deputy)</i>	<i>Rockingham District Historical Society:</i> - Ms Wendy Durant - Ms Sylvia Reed <i>Rockingham District Historical Society (Deputy)</i> - Ms Carol Durant
RoadWise Advisory Committee	1 Council Member (1 Deputy) 6 Community Members 1 WALGA representative 1 WA Police representative 1 School Drug Education and Road Aware representative Executive Support: Asset Services – Technical Services	To provide input and advice into the development, implementation and performance of the 'City of Rockingham Road Safety Action Plan' linked to the 'Driving Change' State Road Safety Strategy 2020-2030.	- Quarterly - 1 st Monday - 4.00pm	Cr Wormald <i>Cr Schmidt (Deputy)</i>	<i>Community representatives:</i> Mr Richard Bryant Mr Anthony Gale Mr Jozef Janickovic Ms Jayd King Ms Arlene Yates Mr Adam Rigoir - <i>WA Police</i> Ms Tania Gigg - <i>School Drug Education Aware</i> Mr Philip Taylor - <i>WALGA RoadWise Program</i>

Council Committees

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Rockingham Education and Training Advisory Committee	2 Council Members 1 Community Member 2 University Representatives 1 Department of Education representative 1 South Metro TAFE representative 1 Independent Schools representative Executive Support: Community Development Division – Community Capacity Building	To consider and make recommendations regarding the Tertiary Scholarship Scheme applications and provide advice and guidance on education, training, lifelong learning and career development within the City of Rockingham to Council.	- Quarterly - Monday - 4:15pm	Mayor Hamblin Cr Davies	<i>Community representative:</i> Ms Kendal Drew Ms Vanessa Aikins - <i>Independent Schools</i> Ms Melinda Blagaich - <i>South Metro TAFE</i> Ms Jette Oksis - <i>Department of Education</i> Professor David Sadler - <i>University representative</i> Mr David Scholefield - <i>University representative</i>
Seniors Advisory Committee	2 Council Members 6 Community Members Executive Support: Community Development - Community Capacity Building	To provide information, advice and guidance to Council on matters pertaining to seniors within the City of Rockingham	- Bi-monthly - Thursday - 10:00am	Cr Hume Cr Jecks	<i>Community representatives:</i> Ms Sarah Clarke Ms Lorraine Dunkling Ms Christina McEntee Ms Barbara Spriggs Ms Valerie Turnell Ms Deborah Wall
Sports Advisory Committee	2 Council Members 6 Community Members Executive Support: Community Development – Community Capacity Building	To provide advice and guidance on sport and recreation relevant to the City of Rockingham, whilst representing the community's needs and aspirations in line with the City's relevant Community Plan strategy/strategies.	- Quarterly - 1st Monday - 5:00pm	Cr Liley Cr Schmidt	<i>Community representatives:</i> Mr Daniel Cole Ms Simone Ireland Mr David Major Mr Nick Le Plastrier Ms Tanya Stojanovic Ms Carolyn Wilson

City of Rockingham

Audit Committee - Terms of Reference

Role

Council has established the Audit Committee in accordance with the *Local Government Act 1995* (Act) and accompanied regulations.

The Audit Committee is an advisory committee established pursuant to section 7.1A.(1) of the Act. It is responsible to and assists the Council, in fulfilling its oversight responsibilities in relation to systems of risk management, internal control and compliance with laws and regulations and provides advice or recommendations on such matters. This is in order to facilitate informed decision making by Council in relation to its legislative functions and duties of the City of Rockingham (City).

The Audit Committee will engage with management in a constructive and professional manner to perform its oversight responsibilities.

Membership

The Audit Committee is to comprise 4 members of Council.

Secretarial Support

The Chief Executive Officer (CEO) is to provide secretarial support to the Audit Committee.

Other Attendees

The CEO is responsible for providing all necessary advice and officer attendance to enable informed decisions to be made.

Responsibilities

The Audit Committee has no executive powers or authority to implement actions in areas where the CEO has legislative responsibility and has no delegated authority from Council.

Council authorises the Audit Committee, in accordance with the Terms of Reference, to:

- § Review the internal and external auditor's annual audit plans and the outcomes/results of all audits undertaken;
- § Monitor and consider the CEO's reviews conducted under regulation 17(1) of the *Local Government (Audit) Regulations 1996* and regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996*;
- § Support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;
- § Oversee the implementation of any action that the local government is required to take under section 7.12A(3) of the Act;
- § Formally meet with the City's auditors as necessary;
- § Seek resolution on any disagreements between management and the external auditors on financial reporting; and
- § Advise Council on the above as required.

The City's Audit Committee has the following functions as stipulated in regulation 16 of the *Local Government (Audit) Regulations 1996* as follows:

- (a) to guide and assist the local government in carrying out:
 - (i) its functions under Part 6 of the Act; and
 - (ii) its functions relating to other audits and other matters related to financial management;
- (b) to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;
- (c) to review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to:
 - (i) report to the council the results of that review; and
 - (ii) give a copy of the CEO's report to the Council;

- (d) to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under:
 - (i) regulation 17(1); and
 - (ii) the *Local Government (Financial Management) Regulations 1996* regulation 5(2)(c);
- (e) to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;
- (f) to oversee the implementation of any action that the local government:
 - (i) is required to take by section 7.12A(3);
 - (ii) has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a);
 - (iii) has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and
 - (iv) has accepted should be taken following receipt of a report of a review conducted under the *Local Government (Financial Management) Regulations 1996* regulation 5(2)(c); and
- (g) to perform any other function conferred on the audit committee by these regulations or another written law.

The Audit Committee will therefore have the following duties:

Risk management role, fraud and internal control

- § Reviewing and recommending Council Policy on Risk Management for the effective identification and management of the City's strategic risks;
- § Providing oversight on strategic risk exposures and, Council Policy on Risk Management;
- § Reviewing the effectiveness of processes for identifying, managing, treating and mitigating the City's strategic risks and ensuring that treating residual risks are aligned with the City's Risk Management Policy.

Internal audit

- § Assessing the internal audit plan to ensure that it addresses identified strategic risks that may threaten the achievement of strategic objectives;
- § Receive and review internal audit reports and provide recommendations to the Council on significant issues identified in audit reports and action to be taken on issues raised;
- § Review Financial Performance Reports;
- § Review with management the results of the audit; and
- § Oversight of management action in response to issues raised by the Office of the Auditor General Western Australia (OAG).

Compliance and ethics

- § Monitor suggested enhancements of systems and processes to monitor compliance with legislative requirements;
- § Keep informed of the findings of any industry based inquiries and reports, by regulatory agencies;
- § Obtain regular updates from management about any significant compliance matters; and
- § Review suggested improvements to the annual Compliance Audit Return and report.

External audit

- § Meet with the OAG to discuss the results of the financial audit (audit exit meeting);
- § Liaise with the CEO to ensure that the City does everything in its power to assist the OAG to conduct the audit and carry out its duties under the Act;
- § Review reports from the OAG including auditor's reports, closing reports and management letters;
- § Reviewing performance audit outcomes conducted on the City;
- § Review results of industry based performance audit reports and better practice guidance issued by the OAG, including any self-assessments performed by management on industry based performance audit; and
- § Meet with External Auditors on matters as requested by the Audit Committee.

Other responsibilities

- § Perform any other activities related to the duties of the Audit Committee as requested by Council.

Meetings

Meeting dates and time

Although the Audit Committee is to meet at least once annually, other meetings will be held as required.

Audit Committee Meetings Closed to Public

Audit Committee Meetings are closed to public in accordance with section 5.23(2) of the Act as the Audit Committee deals with risks, possible internal control deficiencies and audits which if these matters are publically disclosed, could impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law, endanger the security of the City's property, prejudice the maintenance or enforcement of a lawful measure for protecting public safety.

Review of Terms of Reference

In accordance with Council Policy – Governance and Meeting Framework Policy.

Non-Council Committees and Organisations

Committee	Composition	Terms of Reference	Meeting Dates, Times and Venue	Council Members Appointed for 2021-2023
Australian Coastal Councils Association Inc. Management Committee	1 Council Member	<p>The Australian Coastal Councils Association Inc. is a national body which represents the interests of coastal councils and their communities.</p> <p>The role of the Association is to advocate on behalf of coastal councils. It also commissions research on behalf of councils in coastal areas in relation to a range of coastal issues, including:</p> <ul style="list-style-type: none"> · The shortfall in resources to meet increasing demand for infrastructure and services; · Coastal erosion and the projected impacts of sea level rise; · The legal risks faced by coastal councils in relation to planning for climate change; · Proposed changes to arrangements for natural disaster funding, which will shift more of the recovery costs onto the States and local government; · The impact of tourists and other visitors on coastal communities. · The continuing impacts of high population growth in peri-urban and regional coastal councils 	<ul style="list-style-type: none"> - Monthly - 7:30am (WA time) - teleconference 	Cr Jones
Cockburn Sound Management Council GVR/38	1 Council Member 1 Deputy	<p>Provide advice to the Minister for Environment on the environmental management of Cockburn Sound.</p> <p><i>Note: DWER Training required for all government board and committee members</i></p>	<ul style="list-style-type: none"> - Quarterly – February, June, September and December - 1st Friday - Commence at 12:30pm - Various Locations 	Cr Jecks Cr Edwards (Deputy)
Development Assessment Panel LUP/1385	2 Council Members	<p>To determine certain development applications in the place of the original decision maker, being the local government authority and/or the WAPC. DAP's are comprised of independent 3 technical experts and 2 elected local government representatives.</p>	<ul style="list-style-type: none"> - As required - Any Local Government within South West Corridor 	<p><u>Local Government Members</u> Cr Buchan Cr Jones</p> <p><u>Alternate Members</u> 1. Mayor Hamblin 2. Cr Edwards</p>

Non-Council Committees and Organisations

Committee	Composition	Terms of Reference	Meeting Dates, Times and Venue	Council Members Appointed for 2021-2023
Jandakot Airport Community Aviation Consulting Group (JACACG)	1 Council Member	<p>The role and purpose of the JACACG is to provide a forum for community consultation, which will:</p> <ul style="list-style-type: none"> - enable residents affected by airport operations, Jandakot Airport Holdings and aviation operators at the airport, local authorities, airport users, and other stakeholders, to exchange information on issues relating to the operation of Jandakot Airport and its impacts; - allow concerns about airport operations and development to be articulated and taken into account by Jandakot Airport Holdings, with a genuine desire to resolve issues that may emerge; and - complement the consultative requirements established for airport Master Plans and Major Development Plans. 	<ul style="list-style-type: none"> - 4 times per year. - 4pm - Jandakot Airport Holdings 	Cr Buchan <i>Cr Liley (Deputy)</i>
Local Emergency Management Advisory Committee	1 Council Member 17 Representatives from Local and State Agencies and Services Executive Support: Planning and Development Services – Health, Compliance and Emergency Liaison Team	To advise and assist in the establishment, development, review and testing of local emergency management arrangements and to carry out emergency management activities as directed by State Emergency Management Committee or prescribed by regulations.	<ul style="list-style-type: none"> - Quarterly – commencing March - 3rd Monday - 6:00pm - City of Rockingham 	Cr Schmidt <i>Cr Edwards (Deputy)</i>
Local Government Association – South Metropolitan Zone GVR/6	3 Council Members	Provide Council input on Local Government Issues at a Regional level <i>Note: The two longest serving delegates become the voting delegates for the WA Local Government Association Annual General Meeting. The other delegate is proxy.</i>	<ul style="list-style-type: none"> - Bi-monthly - 4th Monday - 5:30pm - Various Locations – Host Councils 	Mayor Hamblin Cr Hume Cr Edwards

Non-Council Committees and Organisations

Committee	Composition	Terms of Reference	Meeting Dates, Times and Venue	Council Members Appointed for 2021-2023
Main Roads Regional Grants Committee GVR/22	1 Council Member	To review the Road Funding Grant applications made by Metropolitan Councils and make recommendations to the State Road Funds to Local Advisory Committee.	<ul style="list-style-type: none"> - As required (usually 2-3 per annum) - A Council within South West Group or Main Roads WA - 4:00pm 	Cr Wormall
Peel-Harvey Catchment Council	1 Council Member	A not-for-profit, community based Natural Resource Management organisation that promotes an integrated approach to catchment management and the way we protect and restore the environment within the Peel-Harvey catchment	<ul style="list-style-type: none"> - Bi-monthly - 3rd Thursday 	Cr Cottam
Peron Naturaliste Partnership Board EVM/144	1 Council Member	Regional body representing coastal and estuarine local governments of Bunbury, Busselton, Mandurah, Rockingham, Capel, Dardanup, Harvey and Waroona on coastal and climate change issues.	<ul style="list-style-type: none"> - At least three times a year - Meetings typically held on a Friday at various locations (usually in the Bunbury region) 	Cr Jones <i>Cr Hume (Deputy)</i>
Point Peron Rehabilitation Committee LUP/1877	1 Council Member	Established by the former Hon Phil Edman MLC to rehabilitate and preserve the history and infrastructure of the Point Peron gun emplacements and batteries.	<ul style="list-style-type: none"> - At least three times a year 	Cr Wormall
Rockingham Lakes Regional Park Advisory Committee LUP/515	1 Council Member City of Rockingham, Environmental Supervisor attends this meeting	The Committee's main task is the future and ongoing management of the Park. Members of the Committee have been drawn from a wide range of park users and community interest groups, including local government, volunteers, conservation and recreation groups and local business.	<ul style="list-style-type: none"> - Bi-Monthly - 2nd Wednesday - 5:00pm - Committee Room 	Cr Jecks <i>Cr Jones (Deputy)</i>

Non-Council Committees and Organisations

Committee	Composition	Terms of Reference	Meeting Dates, Times and Venue	Council Members Appointed for 2021-2023
<p>South West Corridor Development Foundation (SWCDF) GVR/7</p>	<p>2 Council Members</p>	<p>Comprised of Cockburn, East Fremantle, Fremantle, Kwinana, Melville and Rockingham local government authorities.</p> <p>The role of SWCDF is:</p> <ul style="list-style-type: none"> · To facilitate and promote economic and community development of the South Metropolitan region. · Carry out projects to promote regional economic development and cultural development, workforce and skills development and environmental restoration activities. 	<ul style="list-style-type: none"> - 4 times per year and AGM - Various Locations (host Councils) 	<p>Cr Schmidt</p> <p><i>Cr Hume (Deputy)</i></p> <p>Note: <i>The same representative and deputy will be appointed to both the South West Corridor Development Foundation and the South West Environmental Reference Group in a combined capacity.</i></p>
<p>South West Environmental Reference Group EVM/52</p>	<p>1 Council Member</p>	<p>Comprised of Cockburn, East Fremantle, Fremantle, Kwinana, Melville and Rockingham local government authorities.</p> <p>The role of the Reference Group is:</p> <ul style="list-style-type: none"> · To oversee the implementation of the Regional Natural Resources Management (NRM) Strategy development by the South West Group · To provide advice and feedback on the identification and implementation of priority project and activities progressed through the Regional NRM Strategy. · To actively engage with key stakeholders (government, corporate and community) to progress NRM projects and activities that benefit the region. · To identify opportunities to improve collaboration on NRM activities between South West Group member Councils and stakeholder organisations. 	<ul style="list-style-type: none"> - 4 to 6 times per year 	

Non-Council Committees and Organisations

Committee	Composition	Terms of Reference	Meeting Dates, Times and Venue	Council Members Appointed for 2021-2023
<p>South West District Planning Committee LUP/430</p>	<p>Chair of Planning and Engineering Services Committee 1 Deputy</p>	<p>In September 2009, the South West District Planning Committee became an Advisory Committee, with meetings scheduled at the discretion and direction of the Western Australian Planning Commission (WAPC). This was in response to the Government's decision to reduce the number of boards and committees in order to improve the operational efficiencies, reduce costs and to make Government more responsive. It has not met since June 2009.</p> <p>The function and duties of the Committee are as follows:</p> <p>To assist and advise the Western Australian Planning Commission on Regional Planning matters; investigate, report and formulate recommendations in respect of matters affecting or likely to affect the Metropolitan Region Scheme with particular regard to the South West section of the Metropolitan Region;</p> <p>To exercise such functions of the Western Australian Planning Commission as the Commission may delegate to it under the provisions of Section 20 of the Act;</p> <p>To exercise such functions of the Metropolitan Planning Council as the Council may delegate to it under the provisions of Section 37 of the Act; and</p> <p>To act as a forum for representatives of member Councils and their Technical Officers to discuss planning matters of mutual interest, which do not necessarily have any relationship to the Western Australian Planning Commission.</p> <p>Council has a statutory obligation to be represented on the South West District Planning Committee.</p>	<p>Meetings as required by the WAPC.</p>	<p><i>Chairperson of the City's Planning and Engineering Services Committee to be appointed</i></p>

Non-Council Committees and Organisations

Committee	Composition	Terms of Reference	Meeting Dates, Times and Venue	Council Members Appointed for 2021-2023
South West Group GVR/7	Mayor	Comprised of Cockburn, East Fremantle, Fremantle, Kwinana, Melville and Rockingham local government authorities. The role of the South West Group is: <ul style="list-style-type: none"> · To chart the strategic direction of the South West Group · To prioritise and oversight the activities and projects of the South West Group · To consider opportunities for efficiency and improved service delivery through cooperation between member Local Governments · To consider reports and other formal documents of the South West Group · To consider advice from the South West Corridor Planning and Infrastructure Committee and other committees and groups as required. 	<ul style="list-style-type: none"> - 4 to 6 times per year - Various Locations (host Council) 	Mayor Hamblin