

Council Committees, Panels and Advisory Groups Policy	
Council Policy	
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1. POLICY STATEMENT

Council will adopt Committees and Advisory Groups to ensure the efficient and effective flow of information and transparency of process, between the Council and the Community.

2. PURPOSE

2.1 Purpose

Committees and Advisory Groups are established to ensure Council has access to information from the appropriate Committee or Group at all times, to allow for Council to appropriately undertake their roles and duties.

2.2 Scope

This Policy outlines the Statutory Committees required for Council and establishes Committees in accordance with Section 41 of the Local Government Act to ensure formal reporting requirements between the Committee and Council. Council may also establish Advisory Groups on particular subject matters to provide information to Council in a more informal manner.

2.3 Strategic Reference

5 Governance and Financial Sustainability

5.2 We have positive relationships with other levels of government and partners that deliver great outcomes for the community.

5.5 We meet or exceed legislative and accreditation requirements for all relevant programs.

3. STATUTORY COMMITTEES

3.1 Audit and Risk Committee

Council is required to establish an Audit Committee under the Local Government Act.

3.2 Regional Assessment Panel

Council is required to establish a Council Assessment Panel or can elect to form a Regional Assessment Panel under the Planning Development and Infrastructure Act. The Committee operates in accordance with a Terms of Reference as adopted by all three Councils.

3.3 Chief Executive Officer Performance Review Committee

Council is required to monitor the performance of the Chief Executive Officer on an annual basis under the Local Government Act. The Committee operates in accordance with the CEO Performance Review Policy and the Local Government Act.

3.4 Building Fire Safety Committee

The Building Fire Safety Committee is established under the Planning Development and Infrastructure Act and are responsible for overseeing the on-going safety of building occupiers and users, by investigating whether building owners are maintaining proper levels of fire safety in their buildings for the protection of all occupiers.

4. SECTION 41 COMMITTEES

4.1 There are currently no Section 41 Committees.

5. COUNCIL ADVISORY GROUPS

5.1 Australian Arid Lands Botanic Garden Committee

The purpose of the Australian Arid Lands Botanic Garden Committee is to provide direction to the development and management of The Australian Arid Lands Botanic Garden (AALBG) to ensure that it becomes an internationally recognised centre of excellence for Arid Land Plants and outback visitor experiences.

5.2 Aboriginal Community Working Group

The Aboriginal Community Working Group is an informal Advisory Group. The Aboriginal Community Working Group will provide a voice to Council relating to issues affecting the Aboriginal community so that Council is kept informed of what is occurring within its community and how Council can be more inclusive of Aboriginal views.

5.3 Disability Reference Group

The Disability Reference Group is an informal Advisory Group, established with a Terms of Reference adopted by Council. The Group was established to monitor actions under the Council's Disability Access and Inclusion Plan and provide advice and work collaboratively with Council in the development and implementation of strategies which aim to ensure that the City is an inclusive and accessible city for people with a disability now and into the future.

6. COMMITTEE OPERATIONS

6.1 Membership of Committees

6.1.1 The Mayor shall be, ex-officio, a member of every committee, sub-committee, task force, advisory group or similar formally appointed by the Council under the Local Government Act 1999.

6.1.2 The Chief Executive Officer shall be authorised, ex-officio, to attend and participate in any meeting of any such committee or group, or to nominate a senior officer of Council to act in their place for any particular occasion or purpose.

6.1.3 Council may elect to appoint one or more Elected Members to any Advisory Group or Committee.

6.1.4 The minutes and recommendations of Advisory Groups will be presented to Council in a Report to allow Council to determine what action they may wish to pursue.

6.2 Terms of Reference

6.2.1 Each Committee and Advisory Group will operate in accordance with Terms of Reference established by Council.

6.2.2 The Terms of Reference for each Committee and Advisory Group will be reviewed by Council following a General Election.

6.3 Conflict of Interest

It is the responsibility of each individual Elected Member, and Committee Members to disclose a conflict of interest at Committee Meetings.

7. RESPONSIBILITY & REVIEW

7.1 Responsible Officer

Director City Services

7.2 Availability

This policy will be available on Council's website.

7.3 Review

This policy will be reviewed within 12 months of a General Election for Local Government, or as required to meet other obligations.

8. REFERENCES

8.1 Legislation

Planning Development and Infrastructure Act 2016

Local Government Act 1999

8.2 Other References

Terms of Reference - Regional Assessment Panel

Terms of Reference - Audit and Risk Committee

Terms of Reference - Building Fire Safety Committee

Terms of Reference - Australian Arid Lands Botanic Garden Advisory Committee

Terms of Reference - Aboriginal Community Working Group

Terms of Reference - Disability Reference Group

CEO Performance Review Policy