

ATTACHMENT NO. 1



TOWN *of* BASSENDEAN

RIVER PARKS COMMITTEE

INSTRUMENT OF APPOINTMENT AND DELEGATION

1.0 INTRODUCTION

The Council of the Town of Bassendean (hereinafter called the "Council") hereby establishes a committee under the powers given in Section 5.8 of the Local Government Act 1995, such committee to be known as the Bassendean River Parks Management Committee, (hereinafter called the "Committee").

Membership of the Committee shall, unless otherwise specified, be for a term ceasing at the date of the Local Government election in the year the Town's local government elections are held, after which time the Council may appoint members for a further term.

The Committee shall act for and on behalf of Council in accordance with provisions of the Local Government Act 1995, local laws and policy of the Town of Bassendean and this Instrument.

2.0 NAME

The name of the Committee shall be the Bassendean River Parks Management Committee.

3.0 OBJECTIVES, STRATEGIES AND PROJECTS

In accordance with the 2017-2027 Strategic Community Plan, the Committee shall make recommendations to Council on the following Objectives and Strategies:-

Protect our River, Bush land Reserves, and Biodiversity

- 2.2.1 Protect and restore our biodiversity and ecosystems
- 2.2.2 Sustainably manage significant natural areas
- 2.2.3 Partner with stakeholders to actively protect, rehabilitate and enhance access to the river

Ensure the Town's open space is attractive and inviting

2.3.1 Enhance and develop open spaces and natural areas to facilitate community use and connection.

2.3.2 Sustainably manage ground water and facilitate the conversion of drains to living streams

• Projects for the Term of the Committee include

- Undertake Natural Areas and River rehabilitation progressively in accordance with Department of Biodiversity, Conservation & Attractions – Best Management practices for foreshore stabilisation.
- Advocate with relevant partners to collaborate on protection and rehabilitation.
- Develop a Strategy for the protection and rehabilitation of natural areas.
- Liaise with Department of Planning to prepare an Establishment Plan for Ashfield Flats Reserve and Develop Management Plans for the Town's 4 managed river parks.
- Formulate Open Space Master Plan for Rivers and Parks
- Develop and implement irrigation hydro-zoning and eco- zoning programs for Rivers, Parks and Reserves
- Water Quality monitoring
- Plan and convert drains to Living Streams
- Develop Swan River Precinct Plan.
- Continue to implement the Bushcare Volunteers program

Examples of Specific Projects could include:-

- *Ashfield Flats*
- *Bindaring Park*
- *Living Streams/ Drains*
- *Success Hill Reserve*
- *Bushcare Volunteer Program*
- *Pickering Park*
- *Point Reserve*
- *Sandy Beach Reserve*
- *Liaise with Swan River Trust*
- *Liaise with WAPC*
- *Water Quality*

4.0 MEMBERSHIP

Membership of the Committee shall consist of 12 members, comprising the following:

1. Three Councillors from the Town of Bassendean;
2. Five community representatives;
3. One representative from the Department of Planning;
4. One representative from the Department of Parks and Wildlife;
5. One representative from the Department of Water; and
6. One representative Department of Fire and Emergency Services.

5.0 PRESIDING MEMBER

The Committee shall appoint a Presiding Member and Deputy Presiding Member to conduct its business. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Town of Bassendean Standing Orders Local Law.

The Presiding Member must cast a second vote if the votes of the members present are equally divided.

The Local Government Act 1995 places responsibility for speaking on behalf of Council with the Mayor, or the CEO if the Mayor agrees.

The Presiding Member and members of Council committees are to refrain from speaking publicly on behalf of the committee or Council, or to issue any form of written material purporting to speak on behalf of the committee or Council without the prior approval of the Mayor.

6.0 MEETINGS

The Committee shall meet quarterly:

- 6.1 Notice of meetings shall be given to members at least 3 days prior to each meeting.
- 6.2 If any member is absent from 3 consecutive meetings without leave of the Committee, they shall forfeit their position on such Committee.
- 6.3 The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall, not later than 5 days after each meeting, provide Council with a copy of such minutes.
- 6.4 All members of the Committee shall have one vote. If the votes of the members present are equally divided, the person presiding is required to cast a second vote in accordance with the Local Government Act.
- 6.5 The Town of Bassendean will provide technical advice and secretarial and administrative support through the Chief Executive Officer and Council staff.
- 6.6 All members are required to comply with the Town of Bassendean's Code of Conduct.

7.0 QUORUM

Quorum for a meeting shall be at least 50% of the number of offices whether vacant or not. A decision of the Committee does not have effect unless it has been made by a simple majority.

8.0 DELEGATED POWERS

The Committee has no delegated powers under the Local Government Act and is to advise and make recommendations to Council only.

9.0 TERMINATION OF COMMITTEE

Termination of the Committee shall be:

9.1 In accordance with the Local Government Act 1995; and

9.2 At the direction of Council.

10.0 AMENDMENT TO THE INSTRUMENT OF APPOINTMENT AND DELEGATION

This document may be altered at any time by Council on the recommendation of the Committee, or after giving 14 days notice to the Committee.

11.0 COMMITTEE DECISIONS

Committee decisions shall not be binding on Council if such decisions are in conflict with the delegated powers of the Council.