

MINUTES OF THE ZONE MEETING

held at the Moora Recreation Centre, Roberts Street, Moora
Friday 25 August 2023 commencing at 10:30 am

1 OPENING & WELCOME

The Zone President and Chair of the meeting, Cr Ken Seymour, welcomed delegates and introduced Ms Nancy Bineham, Director Strategy, Change & Service Development, WA Country Health Service Wheatbelt. Ms Bineham gave a presentation on planning hospitals and health services in WA and the Wheatbelt and the case to grow hospital services at Northam (mostly) and Narrogin.

Cr A King pointed out that major surgery is done in Perth and highlighted the need for family and career support when staying on Perth.

Cr C Antonio enquired as to whether lobbying for increased services at Northam Hospital should be to the WACHS Board. Ms Bineham replied that the first step should be to contact the Chief Executive Officer of WACHS.

Ms Bineham advised that her presentation could be distributed to Zone delegates.

Cr K Seymour thanked Ms Bineham for her presentation and introduced Cr Steve Gilbert, Deputy President, Shire of Moora. Cr Gilbert welcomed delegates to Moora and commented on –

- Moora is the largest service centre between Perth and Geraldton.
- Major enterprises in Moora.
- New initiatives – Early childhood development centre, hydrotherapy pool, housing strategy, aerodrome development and sport and recreation precinct.
- Drought resilience.

2 ATTENDANCE & APOLOGIES

2.1 Attendance

Delegates -

Cr Ken Seymour	Shire of Moora (President)
Cr Denese Smythe	Shire of York (Deputy President) (via video)
Cr Aaron King	Shire of Chittering
Cr Barry Haywood	Shire of Goomalling
Cr Steve Gilbert	Shire of Moora
Cr Chris Antonio	Shire of Northam
Cr Rosemary Madacsi	Shire of Toodyay (via Video)
Cr Pauline Bantock	Shire of Victoria Plains

Observers –

Cr Mary Angus	Shire of Chittering
Mr Peter Bentley	Shire of Goomalling (via video)
Mr Gavin Robins	Shire of Moora
Cr Beth Ruthven	Shire of Toodyay (via video)
Cr Susan Pearce	Shire of Toodyay (via video)
Ms Suzie Hazelhurst	Shire of Toodyay (via video)
Mr Sean Fletcher	Shire of Victoria Plains
Ms Nicole Matthews	Executive Manager Policy, WALGA
Ms Rebecca Brown	Manager Environment & Waste, WALGA
Ms Elizabeth Davies	Stakeholder Engagement Manager Wheatbelt Region, MRWA
Ms Annette Balmer	National Emergency Management Agency
Robert Dew	Zone Executive Officer

Due to unstable internet those participating by video were not able to maintain a connection for parts of the meeting.

2.2 **Apologies**

Cr Keith Carter	Shire of Dalwallinu
Cr Linda Balcombe	Shire of Gingin
Mr Aaron Cook	Shire of Gingin
Cr Tracy Lefroy	Shire of Moora
Mr Jason Whiteaker	Shire of Northam
Cr Dwight Coad	Shire of Wongan-Ballidu
Mr Cliff Simpson	Regional Road Safety Advisor, WALGA
Ms Mandy Walker	Director Regional Development, RDA Wheatbelt Inc
Ms Mia Davies	Member for Central Wheatbelt
Hon Martin Aldridge MLC	Member for Agricultural Region
Hon Steve Martin MLC	Member for Agricultural Region
Hon Darren West MLC	Member for Agricultural Region

3 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

4 **ANNOUNCEMENTS**

There were no announcements.

5 **GUEST SPEAKERS**

5.1 **Health / Hospital Planning in the Wheatbelt** (via Video)

Ms Nancy Bineham, Director Strategy Change & Service Development WA Country Health Service Wheatbelt.

(See also Item 8.3).

Presentation made at the start of the meeting.

5.2 **CBH Group**

Ms Kellie Todman, Manager Government and Industrial Relations.

Noted that presentation was scheduled for later in the Meeting (See Item 15).

6 **MINUTES**

6.1 **Confirmation of Minutes**

Minutes of the Zone Meeting held 23 June 2023 at Wongan Hills. Copies of these Minutes have been circulated to all member Councils.

RECOMMENDATION

That the Minutes of the Zone Meeting held on 23 June 2023, as printed and circulated, be confirmed.

RESOLUTION

Cr C Antonio moved and Cr B Haywood seconded –

That the Minutes of the Zone Meeting held on 23 June 2023, as printed and circulated, be confirmed, subject to the deletion of the duplication under Item 2.2 Apologies of Cr Pauline Bantock's and Hon Darren West's names.

CARRIED

6.2 Business Arising from the Minutes

(a) Western Power – Western Power – Attendance at Zone Meeting (Item 5.2(a))

A previous noted that representatives of Western Power were to be invited to the Zone's August 2023 meeting. Western Power has previously indicated that it will provide information on what Western Power is doing in the region to manage power reliability, bushfire risk, transition to modular grid and regional capacity constraints. No contact was able to be made with the representative from Western Power. Invitation to be followed up.

RECOMMENDATION

For Noting

The meeting requested that the invitation to Western Power be followed up.

(b) Child Safe Awareness – Attendance at Zone Meeting (Item 5.2(b))

A previous meeting indicated that a presentation on the Child Safe Awareness Policy template for Local Government be scheduled for a future meeting.

Does the Zone wish have a presentation at a future meeting?

RECOMMENDATION

For Consideration

The meeting requested that the Child Safeguarding Implementation Unit be followed up with regard to a future presentation to the Zone.

(c) Really Awesome Regional Events (Item 9.1)

Last meeting resolved that Ms Bourby Webster be invited to the Zone's August 2023 meeting to give a presentation on Really Awesome Regional Events (RARE) and her intent to establish regular regional events across the Wheatbelt.

Ms Webster's office has advised that she is currently overseas and will not be able to attend the August meeting. Tentative arrangements have been made for her to attend the November meeting; to be confirmed on her return.

RECOMMENDATION

For Noting

NOTED

(d) NBN Emergency Management Preparedness (Item 11.5 - 14 April 2023)

The April 2023 meeting resolved that Ms Jennifer Thomas, NBN Country Engagement Manager, be invited to the Zone's November 2023 meeting to present on NBN's Emergency Management Preparedness Campaign.

RECOMMENDATION

For Noting

The meeting confirmed that Ms Thomas be invited to the November 2023 meeting.

(e) Other

No other matters were brought forward.

7 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION BUSINESS

7.1 WALGA State Council Agenda

Review of the Agenda for the meeting of State Council to be held Wednesday 13 September 2023. The Zone is able to provide comment or submit alternate recommendations to State Council for consideration.

Matters for Decision

7.1 Local Emergency Management Arrangements (LEMA) Advocacy (Page 65)

WALGA Recommendation

That WALGA endorse the following position on Local Emergency Management Arrangements (LEMA):

1. *The State Government should fund the implementation of the Local Emergency Management Arrangements (LEMA) Improvement Plan endorsed by the State Emergency Management Committee (SEMC).*
2. *A reformed LEMA system should:*
 - a) *Clearly articulate the roles and responsibilities of Local Governments in emergency management;*
 - b) *Simplify the reporting processes and reduce the administrative burden of maintaining compliance;*
 - c) *Provide a suite of scalable tools and guidance materials that are accessible through an online knowledge hub;*
 - d) *Build the emergency management capacity and capability of Local Governments through the provision of targeted training, exercising support, human resources and sustainable funding;*
 - e) *Assist Local Governments to continue to deliver their core business activities and provide public information during an emergency event;*
 - f) *Improve the connectivity of Local Governments' various risk management and hazard planning processes through an integrated approach; and*
 - g) *Enable resource sharing and collaboration across the Local Government sector.*

WALGA Executive Summary

- WALGA recommends that State Council endorse a new emergency management advocacy position requesting the State Government to fund the implementation of the LEMA Improvement Plan endorsed by the State Emergency Management Committee (SEMC).
- A LEMA advocacy position will enable WALGA to advocate for reforms to LEMA processes, obligations and resourcing that will better meet the needs of the sector and build the resilience of local communities.
- The proposed position is informed by extensive consultation with the Local Government sector in 2022 through WALGA's LEMA Review Project.
- 100 Western Australian Local Governments contributed to the LEMA Review consultation, representing 72% of the sector.

The meeting recommended that the Zone support the recommendation to State Council.

7.2 Advocacy Position on Road Works during Total Fire Ban (Page 9)

WALGA Recommendation

That WALGA endorse the following principles in relation to the exemptions and conditions under which road works may be undertaken during a Total Fire Ban:

1. *Road Activity Tiers: That there be a tiered risk approach for road work activities and associated controls, based on the proposed activities and fire danger forecast.*
2. *Local Government operations: That any controls specified in regulations to provide effective risk mitigation and response be able to be implemented within the works crew deployed for the task.*
3. *Reduce Red Tape: That the processes where repeated notification to DFES for the same task at the same location is required be streamlined.*

WALGA Executive Summary

- The issue of restrictions on carrying out any grading or bitumen works during a Total Fire Ban has been raised by Local Governments.
- A Total Fire Ban is declared on days when fires are most likely to threaten lives and property.
- During a Total Fire Ban, road works can be undertaken only under certain conditions as set out in the Bush Fires Regulations 1954.
- With the frequency of TFBs being declared in Western Australia increasing in recent years, road maintenance and improvement projects have been delayed, increasing the risk to road users.
- Based on consultation with Local Governments, three key principles are proposed to evaluate the effectiveness of the Regulations to manage risk of bushfire, and to enable low risk activities to proceed with appropriate controls.

The meeting –

- (a) Concurred with the concerns raised around the restrictions which apply to bitumen and grading works being undertaken during a Total Fire Ban.**
- (b) Noted that some local governments had, on the recommendation of the Department of Fire and Emergency Services, restricted the use of towed firefighting appliances on fire grounds and that this may limit the type of firefighting vehicles provided at road work sites.**

RECOMMENDATION

That the above recommendations and comments be endorsed.

RESOLUTION

Cr B Haywood moved and Cr S Gilbert seconded –

That the above recommendation and comments be endorsed.

CARRIED

Policy Team Reports

- 8.1 Environment and Waste Policy Team Report (Page 11)
- 8.2 Governance and Organisational Services Policy Team Report (Page 12)
- 8.3 Infrastructure Policy Team Report (Page 13)
- 8.4 People and Place Policy Team Report (Page 14)
- 8.5 Municipal Waste Advisory Council (Page 15)

RECOMMENDATION

That the above Policy Team Reports be noted.

RESOLUTION

Consensus Resolution –

That the above Policy Team Reports be noted.

CARRIED

Matters for Noting/Information

- 9.1 Flying Minute – Consistent Local Planning Schemes (Page 18)

WALGA Recommendation

That State Council note the submission on Consistent Local Planning Schemes to the Department of Planning, Lands and Heritage and updated advocacy position (6.2 Planning Reform), as endorsed via Flying Minute.

WALGA Executive Summary

- The Consistent Local Planning Scheme reform project released by the Department of Planning, Lands and Heritage (DPLH) responds to the State Government's Action Plan for Planning Reform (Action Plan) aimed at making local planning schemes more consistent and legible and improving associated guidance.
- Proposals involve changes to land use terms (and associated definitions); zones and reserves (and associated objectives) for all local planning schemes; and land use permissibility and development requirements for commercial and industrial type zones in the Metropolitan and Peel region schemes.

- WALGA's submission generally supports greater consistency in local planning schemes as proposed but raises several concerns about the ongoing and incremental erosion of Local Government control over their own schemes that can be seen as imposing standardisation beyond what is reasonable.
- WALGA Advocacy Position 6.2 *Planning Reform* was revised to include specific reference to ensuring Local Government retains the ability to respond to local context and characteristics through Local Planning Frameworks.
- State Council endorsed the submission and amended Advocacy Position via Flying Minute on 8 June 2023.

9.2 Flying Minute – Submission on the Draft State Waste Infrastructure Plan (Page 21)

WALGA Recommendation

That State Council note the Submission on the Draft Western Australian State Waste Infrastructure Plan, as endorsed via Flying Minute.

WALGA Executive Summary

- The Department of Water and Environmental Regulation released the draft *Western Australia State Waste Infrastructure Plan* for comment by 23 June 2023.
- The draft Plan was developed to guide decision making for the planning and development of waste infrastructure in Western Australia and focuses on the built waste and recycling infrastructure needed to achieve 2030 State Waste Strategy targets.
- The draft Plan includes analysis of waste infrastructure in each region to identify unique needs, challenges and opportunities.
- Identified priorities include expansion of existing infrastructure, establishment of new processing and consolidation facilities and transfer of materials between regions to utilise existing capacity.
- A draft Submission was developed and distributed to Local Government for feedback.
- State Council endorsed the Submission via Flying Agenda on 23 June 2023.

9.3 Flying Minute – Submission on Directions Paper: Review of the Waste Avoidance and Resource Recovery Strategy 2023 (Page 23)

WALGA Recommendation

That State Council note the Submission on the Directions Paper: Review of the Waste Avoidance and Resource Recovery Strategy 2030, as endorsed via Flying Minute

WALGA Executive Summary

- The State Government has released a *Waste Avoidance and Resource Recovery Strategy 2030 (Waste Strategy)* Directions Paper, as the first stage of consultation for the Strategy Review. Submissions were due 11 July 2023.
- Feedback on the Directions Paper will inform an updated Draft Waste Strategy, which will be released for consultation in late 2023 for a minimum of 12 weeks.
- A draft Submission was developed and distributed to Local Government for feedback.
- Focus areas for the updated Strategy identified in the Submission, include:
 - Increased focus on evidence-based waste avoidance programs for priority wastes;
 - Engagement with Commercial & Industrial sector;
 - Influencing effective national product stewardship schemes for electronic waste, packaging and tyres; and
 - Coordination and support for regional and remote areas.
- State Council considered and endorsed the Submission via Flying Agenda on 10 July 2023.

9.4 Flying Minute – Submission on Discussion Paper: Stage 3 Biosecurity and Agriculture Management Act 2007 Review (Page 25)

WALGA Recommendation

That State Council note the Submission on the Discussion Paper: Stage 3 Biosecurity and Agriculture Management Act Review, as endorsed via Flying Minute.

WALGA Executive Summary

- The Independent Review Panel released a Discussion Paper on the third and final stage of consultation on the *Biosecurity and Agriculture Management Act 2007* (BAM Act) for comment by due 30 June 2023. WALGA requested and received an extension until 12 July 2023.
- The Review Panel sought feedback on nine priority areas for reform, and 21 opportunities to 'clarify, strengthen and support a strengthened biosecurity system in WA'.
- WALGA's Stage 3 Submission builds on the recommendations in the WALGA BAM Act Review Discussion Paper and aligns with the Biosecurity Advocacy Position endorsed by State Council in December 2022.
- Feedback from Local Government identified the key reform areas as:
 - Clarifying the role of the BAM Act: ensure that the ecological impact of pests and diseases as well as the agricultural impacts are considered equally;
 - Planning and reporting: establishing a formal biosecurity body, including key stakeholders, to provide strategic leadership and consideration of local, regional and state-wide priorities; and
 - Community led pest management: establishing a broad-based Declared Pest Rate, applied across WA to all freehold, leasehold or rural land above a certain size, with Local Government as an eligible entity to receive funding from this Rate.
- The key concerns raised by the sector were in relation to:
 - Emergency Powers: Ensuring Local Government is consulted on the development of these powers, particularly where the emergency response will impact on Local Governments' operations and responsibilities;
 - Community led pest management: Although there may be additional funding available, this may not guarantee funding to deliver all programs expected by the community; and
 - Compliance with WA's biosecurity laws: Increased budget for State Government led compliance operations was considered critical by the sector, rather than relying on Local Laws.
- State Council endorsed the Submission via Flying Agenda on 12 July 2023.

9.5 Flying Minute – Independent Strategic Review of the Infrastructure Investment Program Submission (Page 27)

WALGA Recommendation

That State Council note the Independent Strategic Review of the Infrastructure Investment Program submission, as endorsed via Flying Minute.

WALGA Executive Summary

- The Commonwealth is conducting a 90-day independent strategic review of the \$120 billion infrastructure investment program.
- The scope includes key Local Government infrastructure funding programs such as Roads to Recovery.
- The submission supports continuation and expansion of the Commonwealth Government investment in Local Government infrastructure through both non-competitive and specific purpose funding programs.
- The submission was endorsed by State Council on 14 July by way of Flying Minute.

9.6 Flying Minute – Submission on Discussion Paper – Wired for Change: regulation for small electrical products and solar photovoltaic system waste (Page 29)

WALGA Recommendation

That State Council note the Submission on the Discussion Paper: Wired for Change: regulation for small electrical products and solar photovoltaic system waste, as endorsed via Flying Minute.

WALGA Executive Summary

- The Department of Climate Change, Energy, the Environment and Water released a Discussion Paper outlining the proposed new regulated product stewardship scheme for two categories of electrical waste: small electrical and electronic equipment and solar photovoltaic (PV) systems for comment by 23 July 2023.

- The current national Product Stewardship Scheme for electronic waste does not meet the needs of Local Government as it does not cover all electronic waste, or the costs associated with recycling. Local Government has also expressed concern regarding the equity of the geographic coverage of the Scheme.
- The proposed new scheme meets most Local Government requirements, with:
 - a guarantee that all costs associated with the recycling of this e-waste is covered for sites which are part of the Scheme;
 - most electronic waste currently being disposed of at Local Government sites being included, as well as an opportunity for additional products to be added over time; and
 - an equitable access requirement.
- The design of the proposed scheme has been informed by consultation with WALGA, other Local Government Associations, and key stakeholders. WALGA has emphasised the need for these elements of the Scheme, as well as targets that do not limit collection amounts and align with infrastructure and markets for products collected.
- State Council considered and endorsed the Submission via Flying Agenda on 21 July.

9.7 Flying Minute – Submission to the Review of the Main Roads Pedestrian Crossing Facilities Guidelines (Page 31)

WALGA Recommendation

That State Council note the submission to Main Roads WA on the draft Pedestrian Crossing Facilities Guidelines, and the following principles regarding the design and implementation of pedestrian crossings, as endorsed via Flying Minute:

1. *Planning at the local level*
A detailed understanding of modal networks at the local level and/or local transport plans should inform where and which pedestrian crossing types are implemented.
2. *Pedestrian Crossings are essential*
High-speed, high-volume roads are the major barrier to active transport that must be resolved.
3. *Pedestrian Priority*
Pedestrian travel should be given equal weight to vehicular travel. High-quality, cost-effective, pedestrian-priority crossings should be implemented wherever possible. Pedestrian Crossings on roads with heavy vehicles should also be given higher priority toward the implementation of a safe, pedestrian- priority crossings in the Guidelines, based on the risk to the pedestrian.
4. *Cost*
Cost-effective pedestrian-priority crossings should be considered first, rather than high-cost facilities. The Guidelines should provide guidance on the cost of installing pedestrian crossing facilities and general information on which party may bear the costs.
5. *Proactive Approach*
Forecast pedestrian demand based on network planning, rather than existing pedestrian counts should be used to plan appropriate crossings.
6. *Speed*
Vehicle travel speed requirements for implementing pedestrian crossings must not be a barrier to selecting and installing pedestrian-priority crossings, but should be a consideration in selecting cost-effective designs.
7. *Intersections*
Intersection designs, including roundabouts, should accommodate pedestrian crossing priority.

WALGA Executive Summary

- Main Roads provided the draft Pedestrian Crossing Facilities Guidelines to WALGA for review and comment.
- Seven overarching principles are proposed to inform revisions to the draft Guidelines document:
 - That planning at the Local Government level be considered in determining where and which crossing types are implemented;
 - That pedestrians must be accommodated with facilities, regardless of vehicle speeds and vehicle volume considerations;
 - That high-quality, pedestrian-priority crossings be considered first rather than last;
 - That lower cost high-quality, pedestrian-priority crossings be considered first, rather than higher cost crossings
 - That the guidelines incorporate a proactive approach, rather than react to pedestrian demand, which is often not present;

- That the operating speed to implement high-quality, pedestrian-priority crossings be increased, so this is not a barrier to implementing pedestrian crossings;
- That intersection designs, particularly roundabouts, be included that support pedestrian-priority crossings.
- These principles guide numerous proposed revisions to the text of the draft Guidelines.
- Revisions to the Pedestrian Crossing Facility Guidelines are important to Local Government, as Local Governments maintain most of the path network, have a nuanced understanding of transport in their jurisdiction, and often prepare active transport planning documents that include priority pedestrian networks.
- The submission was considered and endorsed by State Council by way of Flying Minute on 11 August.

9.8 Concurrent Commonwealth Disaster Reviews (Page 35)

WALGA Recommendation

That State Council note that the National Emergency Management Agency (NEMA) is undertaking three separate but complimentary reviews to improve the effectiveness and efficiency of Commonwealth disaster funding and governance

WALGA Executive Summary

- The National Emergency Management Agency (NEMA) is undertaking three separate but complimentary reviews to improve the effectiveness and efficiency of Commonwealth disaster funding and governance:
 - Independent Review of Commonwealth Disaster Funding
 - Disaster Recovery Funding Arrangements Review
 - Independent Review of National Natural Disaster Governance Arrangements
- These reviews will seek to identify areas of duplication, gaps, and opportunities to streamline processes and align with best practice and the recommendations of the *Royal Commission into National Natural Disaster Arrangements* and National Disaster Risk Reduction Framework.
- WALGA is preparing a submission to the Independent Review of Commonwealth Disaster Funding, due 18 August 2023.
- The submission will be provided to State Council for endorsement via Flying Agenda.
- The submission presents an opportunity to raise the sectors concerns about the Commonwealth Disaster Recovery Arrangements (DRFA) and other Commonwealth Disaster Funding grant processes.
- WALGA is seeking further information to ascertain if there is an opportunity to contribute to the Governance and DRFA reviews.

RECOMMENDATION

That the above matters for noting/information be noted.

RESOLUTION

Consensus Resolution –

That the above matters for noting/information be noted.

CARRIED

Delegates from the Shire of Toodyay left the meeting at 11:30 am.

Key Activity Reports

- 10.1.1 Report on Key Activities, Infrastructure Portfolio (Page 37)
- 10.1.2 Report on Key Activities, Member Services Portfolio (Page 39)
- 10.1.3 Report on Key Activities, Policy Portfolio (Page 43)
- 10.1.4 Report on Key Activities, Advocacy Portfolio (Page 49)

RECOMMENDATION

That the above Key Activity Reports be noted.

RESOLUTION

Consensus Resolution –

That the above matters for noting/information be noted.

CARRIED

7.2 WALGA President's Report

Presentation of the WALGA President's Report (attached to Agenda).

RECOMMENDATION

That the WALGA President's Report be received.

RESOLUTION

Cr C Antonio moved and Cr P Bantock seconded –

That the WALGA President's Report be received.

CARRIED

7.3 State Councillor's Report

Report by Cr Ken Seymour.

Cr K Seymour reported –

The WALGA President's Report for September highlights how important roads and road funding is to our regional areas. Severe weather events will always affect our road networks and the State Road Funds to Local Government Advisory Committee future implementation and continued future funding is vitally important for our Regions.

It is disappointing to learn that regional representation may be weakened by Electoral boundary changes proposed by the WA Electoral Commission for this area. Objections for the proposed changes have closed and I look forward to WALGA's continued advocacy on this proposal.

I urge all Local Governments in our Zone to be well represented at the upcoming WALGA Convention. Guest speakers and presentations are always informative at these events but the personal contacts we often make with like-minded Councillors from around our vast state can be invaluable.

While the warmer spring weather is appreciated, the agricultural sector in our Zone is looking for finishing spring rainfall.

The summer fire season needs to be front and centre of all landholders plans this Spring. Implementation of fuel reduction practises during the growing season always helps with fire control during our hot summers.

During the last four years it has been a privilege to represent the Shire of Moora and the Avon-Midland Zone as a State Councillor with WALGA. I will be standing down as President of the Avon-Midland Zone after the upcoming elections and would like to thank all Councillors, Council staff and WALGA staff for their support during this time. Special thanks to Robert Dew for his dedicated efforts as Zone Executive Officer. The Zone is privileged to have Robert as the Executive Officer.

RECOMMENDATION

That the State Councillor's Report be received.

RESOLUTION

Cr S Gilbert moved and Cr B Haywood seconded –

That the State Councillor's Report be received.

CARRIED

7.4 Zone Status Report

Report by WA Local Government Association on status of Zone resolutions for action by the Association – August 2023 (attached to Agenda).

RECOMMENDATION

That the August 2023 Status Report be received.

RESOLUTION

**Cr C Antonio moved and Cr A King seconded –
That the August 2023 Status Report be received.**

CARRIED

Ms Kellie Todman and Mr Tim Roberts, CBH Group, entered the meeting at 11:37 am.

8 ZONE REPORTS

8.1 Local Government Agricultural Freight Group

The Chair of the Local Government Freight Group has had informal discussions with the Executive Officer and with some delegates to the Group in regard to the future activity of the Group. He is proposing that the Group go into 'recess' on the basis that:

- There are several other groups and processes that now adequately address the Group's Terms of Reference objectives.
- Placing the Group into 'recess', rather than disbanding it, means the group may be reactivated if required in future.

The Group's Chair anticipates meeting with the Group's delegates during the 2023 Local Government Convention. Cr Haywood may care to report.

RECOMMENDATION

That the Avon-Midland Country Zone supports, subject to the agreement of the other constituent Zones, the proposal that the Local Government Agricultural Freight Group go into recess.

RESOLUTION

**Cr P Bantock moved and Cr B Haywood seconded –
That the Avon-Midland Country Zone supports, subject to the agreement of the other constituent Zones, the proposal that the Local Government Agricultural Freight Group go into recess.**

CARRIED

Cr B Haywood suggested that the WA Local Government Association check the dates of regional football and hockey finals when setting the dates for the annual Local Government Convention so that they do not clash.

8.2 Wheatbelt District Emergency Management Committee

Report by Zone Delegate Cr C Antonio on activities of the Wheatbelt District Emergency Management Committee.

RECOMMENDATION

That the Report on the Wheatbelt District Emergency Management Committee be received.

Cr Antonio commented on –

- No meetings of the Wheatbelt District Emergency Management Committee had been held since the last Zone meeting.
- A briefing had been given on the accident at New Norcia involving a truck carrying ammonium nitrate; beneficial.

Mr S Fletcher commented that the Shire of Victoria Plains was still waiting for a briefing on the New Norcia incident.

RESOLUTION

**Cr B Haywood moved and Cr S Gilbert seconded –
That the report on the Wheatbelt District Emergency Management be received.**

CARRIED

8.3 Wheatbelt Health Services

Report by Zone Delegate Cr C Antonio on the Wheatbelt Health & Wellbeing Plan Towards 2035 Working Group.

Cr Antonio has provided the following information from Nancy Bineham, Director Strategy, Change & Service Development WA Country Health Service Wheatbelt regarding health/hospital planning in WA and how this applies to the Wheatbelt and Northam -

While some services in the Wheatbelt such as cancer care, renal dialysis & rehabilitation have grown in the last couple of years, many people still have to travel to Perth to receive care that people in other country regions can access within their region at their larger regional hospitals (eg more complex surgery & medical care, emergency surgery, mental health, obstetrics & gynaecology, high dependency care).

Wheatbelt does not currently have a larger regional hospital but we are currently reviewing & refreshing future plans through the WA Clinical Services Framework (the State's hospital & outpatient planning framework).

The region is proposing via WACHS central office to Department of Health, that we aim to grow our services locally at Northam & to a lesser extent Narrogin, over the next 10 years to be able to provide more care closer to home (up from the current 42% levels to closer to 80% hospital care within the region) to reduce the need for travel to Perth for Wheatbelt patients.

Other country regions currently achieve this, but it will require significant capital & resource investment from government, particularly at Northam.

See Item 5.1 Presentation by Ms Bineham.

RECOMMENDATION

Cr Antonio has given notice that he intends to move –

That a delegation of the Zone President, Cr K Seymour, and Zone representative, Cr C Antonio, be made to the CEO and the Chair of the WA Country Health Service to advocate for the Northam Regional Hospital being upgraded to a larger Regional Hospital.

RESOLUTION

Cr C Antonio moved and Cr S Gilbert seconded –

That arrangements be made for a delegation comprising the Zone President and Zone representative, Cr C Antonio, to meet with the Minister for Health to advocate for the Northam Regional Hospital being upgraded to a larger Regional Hospital. CARRIED

Ms N Matthews commented that WALGA was working with Rural Health West regarding pricing for health care services and local governments subsidising these services; that to assist a survey was out to local government and encouraged local governments to respond; that there were still spaces available for Health at the Heads of Agencies breakfast at the 2023 Local Government Convention.

8.4 National General Assembly of Local Government 2023

Reports from Cr R Madacsi and Cr D Smythe on their attendance at the 2023 National General Assembly and the Australian Council of Local Government meeting have been circulated to all delegates.

The Shire of York has advised that at its July 2023 Ordinary Meeting Council considered the report provided by Shire President, Cr Denese Smythe, on her attendance at the Australian Local Government Association 2023 National General Assembly (NGA).

In its resolution, Council requested the Avon-Midland Country Zone be formally thanked for covering the costs associated with Cr Smythe's attendance. Therefore, please accept this letter expressing the Shire of York's gratitude for the Zone's favourable consideration of these expenses. We are certain Cr Smythe found the NGA to be highly beneficial.

RECOMMENDATION

That the reports on the 2023 National General Assembly be received.

RESOLUTION

**Cr C Antonio moved and Cr B Haywood seconded –
That the reports on the 2023 National General Assembly be received. CARRIED**

9 AGENCY REPORTS

9.1 Department of Local Government, Sport and Cultural Industries

- (a) Presentation of the Department of Local Government, Sport and Cultural Industries report (attached to Agenda).
- (b) Consideration of any topics or presentations the Zone would like the Department to give to the next Zone meeting.

RECOMMENDATION

That the Department of Local Government, Sport and Cultural Industries report be received.

RESOLUTION

**Cr C Antonio moved and Cr S Golbert seconded –
That the Department of Local Government, Sport and Cultural Industries report be received. CARRIED**

9.2 RDA Wheatbelt

Presentation of the RDA Wheatbelt report (attached to Agenda).

RECOMMENDATION

That the RDA Wheatbelt report be received.

RESOLUTION

**Cr P Bantock moved and Cr B Haywood seconded –
That the RDA Wheatbelt report be received. CARRIED**

9.3 Transport Portfolio (Main Roads, Department of Transport, Public Transport Authority)

Presentation of the Transport Portfolio report.

RECOMMENDATION

That the Transport Portfolio report be received.

Ms E Davies commented on the Federal Government's 90-day independent review of the Infrastructure Investment Program that was currently being undertaken.

Cr A King asked about the Bindoon Bypass. Mr Davies replied that this project was subject to the 90-day independent review.

Cr C Antonio enquired if it would be beneficial for the Zone to lobby the Federal government. Ms N Matthews replied that it would be beneficial, there are avenues for the Zone to lobby directly and also through ALGA. Representatives of ALGA were meeting with the Minister for Infrastructure, Transport, Regional Development and Local Government and will be able to raise issues with her.

Cr A King commented that representative from the Shire of Chittering were going to Canberra in the next couple of weeks.

RESOLUTION

**Cr C Antonio moved and Cr B Haywood seconded –
That the Transport Portfolio report be received. CARRIED**

9.4 Other

There were no other reports.

10 FINANCE

10.1 Financial Reports

Balance Sheet, Profit and Loss Report and Statement of Receipts and Payments for the year ending 30 June 2023 are attached to the agenda.

RECOMMENDATION

That the financial reports for the year ending 30 June 2023, as attached, be received.

RESOLUTION

Cr C Antonio moved and Cr S Gilbert seconded –

That the financial reports for the year ending 30 June 2023, as attached, be received.

CARRIED

10.2 Accounts for Payment

The following accounts are submitted for payment –

<u>Payee</u>	<u>For</u>	<u>Amount</u>
R W & S Dew	Secretarial Services to Zone – September 2023 Quarter *	4,236.00
	TOTAL (no GST)	<u>\$4,236.00</u>

* This amount represents the increased fees as set out in Item 10.3.

RECOMMENDATION

That the accounts as listed totalling \$4,236.00 be approved for payment.

RESOLUTION

Cr C Antonio moved and Cr B Haywood seconded –

That the accounts as listed totalling \$4,236.00 be approved for payment.

CARRIED

10.3 Executive Officer Services - Fees

BACKGROUND

The 2009 Annual General Meeting resolved that the annual and hourly rates for Executive Officer services to the Zone be adjusted annually by the Consumer Price Index with any change effective from 1 July.

COMMENT

The Consumer Price Index for the 12 month period ending 31 March 2023 increased by 5.8%. The current rates for the Executive Officer services are –

- Ordinary Zone Business \$15,643 per annum (no GST);
- Special Activities - \$65.09 per hour (no GST)

In calculating the adjustment for 2022/2023 an incorrect Consumer Price Index rate was used – 5.1% being the Australian annual CPI rate rather than the annual CPI rate for Perth 7.6%. In calculating the adjustment for 2022/2023 the corrected rate for 2022/2023 has been used as the base.

In line with the increase in the Consumer Price Index the rates, effective from 1 July 2023 will be -

- Ordinary Zone Business \$16,944 per annum (no GST);
- Special Activities - \$70.50 per hour (no GST).

RECOMMENDATION

That the adjustment to the Executive Officer annual and hourly rates for services to the Zone, in line with the Consumer Price Index, be noted.

RESOLUTION

Cr S Gilbert moved and Cr C Antonio seconded –

That the adjustment to the Executive Officer annual and hourly rates for services to the Zone, in line with the Consumer Price Index, be noted.

CARRIED

10.4 Budget 2023/2024

Consideration of the Zone's budget and membership subscriptions for 2023/2024. Draft 2023/2024 budget is attached to the agenda.

Notes on the draft budget –

Receipts

- It is proposed that the general subscription be increased to \$2,200 (last year \$1,600).
- Local Government Agricultural Freight Group receipts include payments for 2022/2023 invoices received in 2023/2024.

Payments

- The allocation for equipment is for extension cables for the video conferencing equipment.
- An allocation has been made for attendance by the Executive Officer to the 2023 WA Local Government Convention (1 day).
- An allocation (\$8,500) has been made for two representatives of the Zone to attend the 2024 National General Assembly of Local Government.
- No allocation has been made for the Local Government Agricultural Freight Group. The Group is currently considering a proposal that it go into recess.
- No allocation has been made for a future Wheatbelt Conference.
- No allocation has been made for any special projects or specific advocacy.
- No change has been made to the allocation for honorariums.

As pointed out last year, it should be noted that if the Zone wishes to continue to have representatives attend the National General Assembly of Local Government without significantly impacting the Zone's cash reserves, membership subscriptions will need to be progressively increased to around \$2,500.

As Zone meetings are held as hybrid meetings and as internet access at meeting venues is not always available or of sufficient quality, the Zone may care to consider alternatives so that good quality internet is available for its meetings.

At the Mingenew Field Day the Department of Primary Industries and Regional Development were using the Starlink roaming service for their telecommunications information. Starlink provides a high-speed low latency satellite service. Its roaming option is on an as-needed basis and the equipment is designed for portable use. The service can be paused and un-paused at any time with billing in one month increments. Starlink is a premium service and costs are at the high end –

Hardware	\$599.00
(Self-orientating antenna and base, wifi router, 15.2 m cable. power supply and cable)	
Travel Case	\$415.00
Extension Cable (22 m)	\$215.00
Shipping & Handling	<u>\$30.00</u>
Total (inc GST)	\$1,259.00

Service Fee (inc GST) \$174.00 per month.

No provision has been made in the draft 2023/2024 budget for the above.

RECOMMENDATION

- That the Zone Budget for 2023/2024, as attached, be adopted.
- That the membership subscription for 2023/2024 be \$2,200.

Prior to leaving the meeting, Cr R Madacsi pointed out that the membership subscriptions in the draft budget was showing as \$22,000 whereas it should be \$24,200.

RESOLUTION

Cr P Bantock moved and Cr C Antonio seconded –

- That provision be made in the 2023/2024 budget for the purchase of Starlink Roam hardware (\$1,150 plus GST) and service fee for 5 meetings (\$800 plus GST).
- That the amended Zone Budget for 2023/2024, as attached, be adopted.
- That the membership subscription for 2023/2024 be \$2,200.

11 ZONE BUSINESS

11.1 2023 Local Government Elections – Zone Office Bearer Elections

By Chantelle O'Brien, Governance Support Officer, WALGA

BACKGROUND

With the biennial Local Government elections being held on Saturday, 21 October 2023, Zones will also be required to hold an election process for State Council representatives.

A chronological overview of the process is detailed below:

- Local Government elections occur on Saturday, 21 October 2023.
- Member Councils to elect/appoint their Zone Delegates and to advise the Zone Executive Officer, as soon as possible but preferably by 3 November 2023.
- For the purpose of electing their representatives and deputy representatives to the WALGA State Council, the Zones are required to hold these elections at their November 2023 meeting.
- Zones to advise WALGA, in writing, of their elected State Council representative and deputy representative immediately following the 2023 November Zone meeting.
- A State Councillor Induction Session will be held for all State Council representatives and deputy representatives before the first meeting in December.
- The new State Council will take office at the Ordinary Meeting of State Council on **6 December 2023**.

In relation to the nominations and election process to be followed by each Zone in electing a representative and deputy representative to the WALGA State Council, the below process has been instituted by State Council:

1. *Zone Executive Officer to write to all Member Councils no later than 1 month prior to the Zone meeting at which the election is to be held calling for nominations from Delegates to the Zone for the positions of representative and deputy representative to State Council. The correspondence is to state that all nominations are to be made in writing to the Zone Executive Officer, and only Elected Members who are a nominated Zone Delegates are eligible to nominate. The time period for the receipt of nominations is preferably to be **one week prior** to the Zone meeting at which the election will be held. However, nominations will be accepted from the floor at the Zone meeting.*
2. *Zone Executive Officer to receive written nominations from Zone Delegates for the positions of representative and deputy representative to State Council and then provide written confirmation to Member Councils of the nominations received.*
3. *Elections are to be held at the next Zone meeting as the first item of business. Nominations will be permitted from the floor at the Zone meeting. Where there is more than one nomination for each vacant position, an election will be conducted using a secret ballot, with the Zone Executive Officer to represent WALGA 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.*
4. *All voting Delegates to the Zone are entitled to cast one (1) vote in the ballot process. The candidate with the greater or greatest number of votes is elected to the office.*
5. **Tied vote** – *in the event of a tied vote, election will be determined by drawing names from a box. The Secretariat will put the names of the candidates concerned in a box and the first name drawn is the Elected Member.*
6. *Zone Executive Officer to advise WALGA in writing immediately following the Zone meeting of the outcome of their elections.*

If you have any questions or require further information in relation to the above-mentioned process, please contact Tony Brown, Executive Director Member Services on 9213 2051 or email tbrown@walga.asn.au.

RECOMMENDATION

That the Avon-Midland Country Zone note the process for election of Zone Representative and Deputy Representative to the WALGA State Council.

RESOLUTION

Cr P Bantock moved and Cr C Antonio seconded –

That the Avon-Midland Country Zone note the process for election of Zone Representative and Deputy Representative to the WALGA State Council. CARRIED

Due to the election of office bearers, the meeting encouraged all delegates to attend the November meeting in person.

11.2 Telstra – Attendance at Meeting

The Regional General Manager, Telstra Retail and Regional advising that they recently attended the Great Southern Country Zone Meeting and found the opportunity to meet with the Shires very beneficial from their perspective, and hopefully answered and addressed some of the key questions & topics, such as 3G network closure, emergence of low earth orbit satellites and mobile network resilience.

Offering their attendance at a Zone meeting. Advising they are able to tailor any attendance to questions that members raise as opposed to us providing a generic Telstra presentation. Noting that the Zone has a mix of online and in person meetings and that they would be keen to attend in either format.

RECOMMENDATION

For consideration

RESOLUTION

Cr P Bantock moved and Cr C Antonio seconded –

That an invitation be extended to Mr Boyd Brown, Regional General Manager WA, Telstra, to attend the Zone's 24 November 2023 meeting. CARRIED

11.3 Wheatbelt Conference

The November 2021 meeting noted that the proposal for a future Wheatbelt Conference had not progressed and requested that this item remain on the agenda until further notice. It was noted that any consideration of a future Wheatbelt Conference will need to take into account the prevailing COVID-19 situation and any restrictions that may be in place for gatherings.

The meeting may care to note that the Great Eastern Country Zone held a one day Zone Conference on 28 February 2023 with the theme Regional Collaboration.

RECOMMENDATION

For Noting

NOTED

12 URGENT BUSINESS (as permitted by the Presiding Member)

No business was brought forward.

13 MEMBERS OF PARLIAMENT

No Members of Parliament were present.

14 DATE, TIME AND PLACE OF NEXT MEETING

Future meetings of the Zone are scheduled for –
24 November 2023 Shire of Goomalling
23 February 2024 Shire of Gingin
18 April 2024 Shire of Toodyay

RECOMMENDATION

That the next ordinary meeting of the Zone be held Friday 24 November 2023 and be hosted by the Shire of Goomalling.

RESOLUTION

**Cr C Antonio moved and Cr B Haywood seconded –
That the next ordinary meeting of the Zone be held Friday 24 November 2023 and be hosted by the Shire of Goomalling. CARRIED**

15 GUEST SPEAKER

15.1 CBH Group

Ms Kellie Todman, Manager Government and Industrial Relations, gave a presentation on CBH's Strategy and Network Investment Plan (now to 2033) and Path to 2033 Strategy and answered questions from delegates.

16 CLOSURE

Cr C Antonio, on behalf of the Zone, acknowledged Cr Seymour's advice earlier in the meeting that he would be standing down as Zone President at the forthcoming elections and moved a vote of thanks for his four years as Zone President and the Zone's State Council Representative. Carried by Acclamation

Cr Seymour thanked delegates for their support and for the work they had put into the Zone, the WA Local Government Association staff and the Zone Executive Officer.

There being no further business the Chair thanked attendees and the Shire of Moora for hosting the meeting and declared the meeting closed at 12:25 pm.

CERTIFICATION

These Minutes were confirmed by the meeting held on

Signed:
(Chairman of meeting at which the Minutes were confirmed)

Avon Midland Country Zone of WALGA

PO Box 70, Wongan Hills WA 6603

Balance Sheet

As of June 2023

Assets			
Current Assets			
Cash On Hand			
Cheque Account	\$23,916.58		
Total Cash On Hand	<u>\$23,916.58</u>		
Trade Debtors	\$3,250.80		
Total Current Assets		<u>\$27,167.38</u>	
Property & Equipment			
Furniture & Equipment			
Furniture & Equipment at Cost	\$232.00		
Total Furniture & Equipment	<u>\$232.00</u>		
Total Property & Equipment		<u>\$232.00</u>	
Total Assets			<u>\$27,399.38</u>
Liabilities			
Current Liabilities			
Trade Creditors	\$8,972.23		
GST Liabilities			
GST Collected	\$586.87		
GST Paid	<u>-\$993.14</u>		
Total GST Liabilities		<u>-\$406.27</u>	
Total Current Liabilities		<u>\$8,565.96</u>	
Total Liabilities			<u>\$8,565.96</u>
Net Assets			<u>\$18,833.42</u>
Equity			
Retained Earnings		\$26,759.78	
Current Year Surplus/Deficit		<u>-\$7,926.36</u>	
Total Equity			<u>\$18,833.42</u>

Avon Midland Country Zone of WALGA

PO Box 70, Wongan Hills WA 6603

Profit & Loss Statement

July 2022 through June 2023

Income		
Administration		
Member Contributions	\$17,600.00	
Total Administration		<u>\$17,600.00</u>
Projects		
LG Grain Infrastructure Group	\$1,241.37	
Total Projects		<u>\$1,241.37</u>
Adjustments & Rounding (GST)		<u>\$0.54</u>
Total Income		<u>\$18,841.91</u>
Expenses		
Administration		
Equipment	-\$106.73	
Secretarial Service	\$15,643.00	
Total Administration		<u>\$15,536.27</u>
Projects		
LG Grain Infrastructure Group	\$1,655.17	
Total Projects		<u>\$1,655.17</u>
Conferences		
State Conferences	\$545.45	
National Conferences	\$8,380.21	
Total Conferences		<u>\$8,925.66</u>
Honorariums		<u>\$650.00</u>
Adjustments & Rounding (GST)		<u>\$1.17</u>
Total Expenses		<u>\$26,768.27</u>
Net Surplus / (Deficit)		<u>-\$7,926.36</u>

Avon-Midland Country Zone

**STATEMENT OF RECEIPTS AND PAYMENTS
FOR PERIOD 1 JULY 2022 TO 30 JUNE 2023**

RECEIPTS	<u>Actual</u>	<u>Estimate</u>
Administration -		
Interest Earned	0.00	0
Member Subscriptions (@ \$2,200)	16,000.00	17,600
Member Subscriptions (Previous Year)	1,500.00	1,500
Conferences -		
Wheatbelt Conference	0.00	0
Projects -		
Local Government Grain Infrastructure Group	1,799.12	5,280
GST -		
GST Reimbursed by ATO	671.17	995
GST Collected on Sales	1,929.92	2,438
Adjustments & Rounding	0.54	0
TOTAL RECEIPTS	\$21,900.75	\$27,813
PAYMENTS		
Administration -		
Equipment	853.27	1,200
Secretarial Service	15,643.00	15,643
Meeting Expenses	0.00	250
Conferences -		
Wheatbelt Conference -		
Zone Contribution & Executive Support	0.00	0
WA Local Government Convention	545.45	1,091
Australian National General Assembly of Local Government	8,534.47	7,400
Projects -		
Local Government Grain Infrastructure Group	1,655.17	4,480
Other	0.00	0
Honorariums -		
Meeting Chairs	650.00	650
GST -		
GST Paid to ATO	1,834.54	2,438
GST Paid on Purchases	577.64	995
Adjustments & Rounding	1.17	0
TOTAL PAYMENTS	\$30,294.71	\$34,147
CASH SUMMARY	<u>Actual</u>	<u>Estimate</u>
Opening Balance	23,338.31	23,338
Plus Receipts	21,900.75	27,813
	45,239.06	51,151
Less Payments	30,294.71	34,147
Closing Balance	\$14,944.35	\$17,004
BANK RECONCILIATION		
Cheque Account Balance (as at 30/6/2023) (Westpac)	23,916.58	
Plus Amounts Received but not shown on Statement	0.00	
	23,916.58	
Less Payments made but not shown on Statement	8,972.23	
Balance as per Cash Book	\$14,944.35	



.....
Robert Dew
EXECUTIVE OFFICER

Avon-Midland Country Zone

ESTIMATED RECEIPTS & PAYMENTS
1 JULY 2023 TO 30 JUNE 2024

RECEIPTS		
	<u>Estimate</u>	<u>Actual 2022/23</u>
Administration -		
Interest Earned	0	0
Member Subscriptions (11 @ \$2,200)	24,200	16,000
Member Subscriptions (Last Year)	1,600	1,500
Conferences -		
Wheatbelt Conference	0	0
Projects -		
Local Government Agricultural Freight Group	1,355	1,799
GST -		
Reimbursed by ATO	1,154	671
Collected on Sales	2,716	1,930
Adjustments & Rounding	0	1
	<u>3,870</u>	<u>1</u>
TOTAL RECEIPTS	<u>\$31,025</u>	<u>\$ 21,901</u>

PAYMENTS		
	<u>Estimate</u>	<u>Actual 2022/23</u>
Administration -		
Equipment	1,400	853
Starlink Roam Hardware	1,150	
Video Equipment - Extension Cables	<u>250</u>	
Secretarial Service	16,944	15,643
Meeting Expenses	1,050	0
Starlink Service Fee	800	
Other	<u>250</u>	
Conferences -		
Wheatbelt Conference	0	0
WA Local Government Convention	590	545
Australian National General Assembly of Local Government	8,500	8,534
Projects -		
Local Government Agricultural Freight Group	0	1,655
Other	0	0
Honorariums -		
Meeting Chair	650	650
GST -		
Paid to ATO	2,716	1,835
Paid on Purchases	1,154	578
Adjustments & Rounding	0	1
	<u>3,870</u>	<u>1</u>
TOTAL PAYMENTS	<u>\$33,004</u>	<u>\$30,295</u>

CASH SUMMARY		
	<u>Estimate</u>	<u>Actual 2022/23</u>
Opening Balance	14,944	23,338
Plus Receipts	<u>31,025</u>	<u>21,901</u>
	45,970	45,239
Less Payments	<u>33,004</u>	<u>30,295</u>
Closing Balance	<u>\$12,966</u>	<u>\$14,944</u>