

# **South West Country Zone Minutes**

## **23 February 2024**

**City of Bunbury**



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# South West Country Zone

Meeting to be held at the City of Bunbury

4 Stephen Street, Bunbury

Friday, 23 February 2024 at 9:00am

## Minutes

The Chair, President Cr Tony Dean opened the meeting at 9:03am

### 1. OPENING AND WELCOME

#### 1.1 Acknowledgement of Country

We, the South West Country Zone of WALGA, acknowledge the Nyoongar people, the Traditional Custodians of this land, and pay our respects to their Elders past, present and future.

### 2. ATTENDANCE AND APOLOGIES

#### Attendance

<b>Shire of Augusta Margaret River</b>	President Cr Julia Meldrum Mr Arthur Kyron, Acting Chief Executive Officer, non-voting delegate
<b>Shire of Boyup Brook</b>	President Cr Richard Walker Mr Leonard Long, Chief Executive Officer, non-voting delegate
<b>Shire of Bridgetown-Greenbushes</b>	President Cr Jenny Mountford Ms Nicole Gibbs, Chief Executive Officer, non-voting delegate
<b>City of Bunbury</b>	Mayor Jaysen De San Miguel Mr Alan Ferris, Chief Executive Officer, non-voting delegate
<b>City of Busselton</b>	Mayor Phill Cronin Mr Tony Nottle, Chief Executive Officer
<b>Shire of Capel</b>	President Cr Doug Kitchen Mr Gordon MacMile, Chief Executive Officer, non-voting delegate
<b>Shire of Collie</b>	President Cr Ian Miffing Mr Stuart Devenish, Chief Executive Officer, non-voting delegate
<b>Shire of Dardanup</b>	President Cr Tyrrell Gardiner Mr André Schönfeldt, Chief Executive Officer, non-voting delegate
<b>Shire of Donnybrook Balingup</b>	President Cr Vivienne McCarthy Mr Gary Hunt, Chief Executive Officer



<b>Shire of Harvey</b>	President Cr Michelle Campbell Mr Rick Lotznicker, Acting Chief Executive Officer
<b>Shire of Manjimup</b>	President Cr Donnelle Buegge Mr Ben Rose, Chief Executive Officer, non-voting delegate
<b>Shire of Nannup</b>	President Cr Tony Dean (Chair) Mr David Taylor, Chief Executive Officer, non-voting delegate
<b>WA Local Government Association Secretariat</b>	Mr Chris Hossen, Policy Manager, Planning and Building Ms Sarah Coles, Environmental Policy Officer
<b>South West Development Commission</b>	Mr Danny Griffin
<b>RDA South West</b>	Mr Charles Jenkinson, Director Regional Development

**Guest Speakers**

<b>Minister for Local Government</b>	Hon. Hannah Beazley MLA
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**Apologies**

<b>Shire of Harvey</b>	Ms Annie Riordan, Chief Executive Officer
<b>South West Development Commission</b>	Ms Mellisa Teede, Chief Executive Officer
<b>Australia's South West</b>	Ms Catrin Allsop, Chief Executive Officer
<b>Department of Local Government, Sport and Cultural Industries</b>	Mr Brendan McNally, Regional Manager Peel-South West

### **3. DECLARATIONS OF INTEREST**

### **4. ANNOUNCEMENTS**

#### **4.1 Attachments**

The following were provided as attachments to the agenda:

1. South West Country Zone Minutes – 24 November 2023
2. WALGA President's Report
3. State Council Agenda link – The March 2024 State Council Agenda can be found via the link [here](#).
4. DLGSC February Update
5. SW LG Regional Priorities – Update
6. Key Priorities for Each SW LG

### **5. GUEST SPEAKERS / DEPUTATIONS**

<b>5.1 Hon. Hannah Beazley MLA, Minister for Local Government; Youth; Minister Assisting the Minister for Training and Workforce Development</b>
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Hon. Hannah Beazley MLA presented to the Zone on matters within her portfolio.

### **6. MINUTES**

<b>6.1 Confirmation of Minutes from the South West Country Zone meeting held Friday 24 November 2023 (Attachment 1)</b>
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The Minutes of the South West Country Zone meeting held on Friday, 24 November 2023 have previously been circulated to Member Councils and are provided as an attachment to the Agenda.

#### **RESOLUTION**

**Moved: Cr Doug Kitchen**  
**Seconded: Cr Julia Meldrum**

**That the minutes of the South West Country Zone meeting held Friday, 24 November 2023 are confirmed as a true and accurate record of the proceedings.**

**CARRIED**

#### **6.1.1 Business Arising**

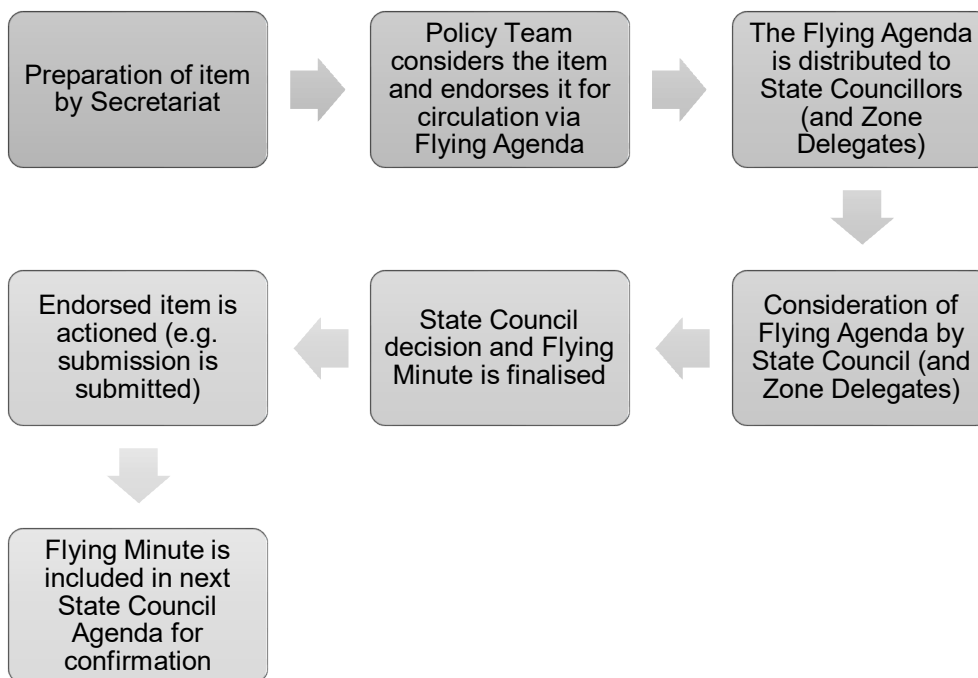
## 7. ZONE BUSINESS

### 7.1 State Council Flying Agenda Process

*By Kathy Robertson, Manager Corporate and Association Governance*

State Council has five ordinary meetings per year. As a result, there are occasions when decisions need to be made or submissions need to be endorsed to meet external deadlines which do not fit within the existing State Council meeting schedule.

The first preference is always to seek an extension of time to enable the item to be considered by Zones and State Council through the usual Agenda process. However, if an extension of time is not granted, the item will need to be endorsed by State Council by way of a Flying Agenda. The process for a Flying Agenda is summarised below:



Flying Agendas are generally open to responses for 7 days.

At the request of State Council, the Flying Agenda process has recently been amended to better include Zone Delegates in the decision-making process. The Zone Executive Officer will alert Delegates via email when a Flying Agenda is out for consideration by State Council and request that any comments or feedback be directed to the Zone's State Council representative(s). State Councillors are then able to consider the feedback of Zone Delegates when making their final decision.

Please note that any comments or feedback sent directly to WALGA, rather than the Zone's State Council representative(s), will not go towards the Flying Agenda. There is no requirement to respond to an email circulating a Flying Agenda, however if you would like to contribute this should be directed to your State Council representative(s).

All completed Flying Minutes are available to view on the WALGA website [here](#), and are included in the subsequent State Council Agenda as both previous Minutes (for confirmation) and as an Item for Noting.

For any questions about the State Council Flying Agenda process, please contact Kathy Robertson, Manager Association and Corporate Governance on [krobertson@walga.asn.au](mailto:krobertson@walga.asn.au) or (08) 9213 2036.

**Noted**

## 7.2 2024 Local Government Honours Program

*By Meghan Dwyer, Executive Officer Governance*

The annual Local Government Honours Program affords public recognition and celebration of the outstanding achievements and lasting contributions made by Elected Members and Local Government officers to their respective Councils, the WA Local Government sector and the wider community.

There are six awards in the 2024 Program:

1. Local Government Medal
2. Life Membership
3. Eminent Service Award
4. Merit Award
5. Local Government Distinguished Officer Award
6. Young Achievers Award

Nominations will open on **Friday, 8 March 2024** and close at **5:00pm on Friday, 31 May 2024**.

Details on the 2024 Honours Program and Nomination Forms will be available from Friday, 8 March 2024 on the [WALGA website](#).

For more information contact Meghan Dwyer, Executive Officer Governance, on 9213 2050 or via email at [honours@walga.asn.au](mailto:honours@walga.asn.au).

**Noted**

## 7.3 2025 Election Priorities – SWCZ Regionally Collaborative Approach

*Coordinated by the Shire of Capel*

### **Background**

The South West Zone local governments took a united and collaborative approach to advancing regional-level and more localised priorities to the previous State and Federal.

The next State Election is scheduled to be held in March 2025 but can occur earlier. The next Federal Election is also expected to be held during 2025.

Recent discussions at SW Country Zone meetings have been to commence the development of electoral priorities during 2023, with a view to producing an advocacy document and lobbying strategy by mid-2024.

Initial discussion on priorities was sought at the April 2023 meeting to provide initial guidance to CEOs.

The South West CEOs met at a Shire of Capel hosted workshop on 19 May 2023 to develop initial ideas and potential requests, in relation to Federal and State election priorities as agreed. The workshop included:

- A review of the 2021 election priorities and reflection on the success (or otherwise) of each throughout the campaigns.
- Consideration whether each individual initiative remained a priority or whether the circumstance had changed.
- Preliminary development of potential election priorities for the 2025 cycle.

SW CEOs meet again in December 2023 and early February 2024 to further distil and refine the potential election priorities.

## Summary

Following an update to the SWALGA Country Zone meeting in July 2023, the SW LG CEOs met again in early July 2023 to further the develop the draft election priority information. This meeting focused on:

- Agreeing on separate regional-level and local individual LG election priorities.
- Developing the regional-level priorities into key pillar areas of (working titles):
  - Social and Community.
  - Commercial Infrastructure.
  - Public Infrastructure.
  - Climate and Environment.
- Developing the detail regarding individual local government priorities, noting that some initiatives have localised importance and others more sub-regional.
- Also noted is that some local priorities will be potential targets for both State and Federal funding.

CEO meetings throughout December 2023 and February 2024 have further refined the draft election priorities into 2 main streams

- a. Seeking State (and potentially Federal) Government investment to assist SW LGs to achieve regionally significant outcomes being:
  - Land, housing and accommodation deconstraining
  - Regional Waste solutions and regulatory reform
  - Climate Change Adaptation
  - Busselton-Margaret River Airport.
- b. Advocating for State (and potentially Federal) Government to fulfil role in delivering regionally significant outcomes being:
  - Bunbury Port Upgrade
  - Intermodal / AMTECH
  - Rail Infrastructure
  - Agribusiness.

## Discussion

The preliminary work completed to date includes

1. Regional-level (Attachment 5) LG election priorities
2. Local individual (Attachment 6) LG election priorities

## Next Steps

Subject to endorsement of the SW WALGA zone at the February 2024 meeting, the CEO group can commence the development of key commentary and information to form the basis of a SW Election Priorities Investment and Advocacy Prospectus.

Funds from the SW WALGA zone account is proposed to be utilised for this purpose.

The intention remains to have the Election Priorities Prospectus completed by mid-2024.



**RESOLUTION**

**Moved:** Cr Tyyrell Gardiner  
**Seconded:** Mayor Jaysen De San Miguel

**That the South West Country Zone, WALGA and Local Governments**

1. **Endorses the Regionally Significant Election Priorities and Advocacy Initiatives as detailed in attachment 5, with the following amendments to be included from the WALGA State Budget Submission 2024-25:**
  - o Page 19 - CoastWA**
  - o Page 24 - Waste Levy to Fund BHRC FOGO Facility**
  - o Page 29 - CESM funding (CESMS for everyone in SW)**
2. **Requests the SW CEOs continue to progress the advocacy priority work.**
3. **Seeks to host both a regional Cabinet meeting and a Director’s General meeting as part of the future advocacy strategy.**
4. **Authorises funding of up to \$15,000 from the SW WALGA account to be utilised to prepare the SW’s Election Priorities Investment and Advocacy Prospectus.**

**CARRIED**

**8. WALGA BUSINESS**

**8.1 WALGA Status Report**

*By Chantelle O’Brien, Zone Executive Officer*

**BACKGROUND**

Status Report for February 2024 which contains WALGA’s responses to the resolutions of previous Zone Meetings.

Agenda Item	Zone Resolution	WALGA Response	Update	WALGA Contact
3 May State Council Agenda Item 7.4 <b>Speed Management Reform Advocacy Position</b>	That the Speed Management Advocacy Position as follows, be endorsed: <ol style="list-style-type: none"> <li>1. <i>That WALGA supports Local Governments wishing to manage travel speeds, including speed limit changes, as a means of achieving the many health, social and environmental benefits for communities.</i></li> <li>2. <i>That Main Roads WA (MRWA) retain the overarching authority for speed limit setting/zoning.</i></li> <li>3. <i>That Main Roads WA speed zoning policies and processes be reformed so that Local Governments are more influential in the determination of speed limit decreases or increases for local roads.</i> <ol style="list-style-type: none"> <li>a. <i>This will include applications that are deemed to be approved when the application:</i></li> </ol> </li> </ol>	State Council Resolution  That the Speed Management Advocacy Position as follows, be endorsed: <ol style="list-style-type: none"> <li>1. That WALGA supports Local Governments wishing to manage travel speeds, including speed limit changes, as a means of achieving the many health, social and environmental benefits for communities.</li> <li>2. That Main Roads WA (MRWA) retain the overarching authority for speed limit setting/zoning.</li> <li>3. That Main Roads WA speed zoning policies and processes be reformed so that Local Governments are more influential in the determination of speed limit decreases or increases for local roads.</li> </ol>	Ongoing	<b>Ian Duncan</b> Executive Manager Infrastructure <a href="mailto:iduncan@walga.asn.au">iduncan@walga.asn.au</a> 9213 2031

	<ul style="list-style-type: none"> <li>i. is based on assessments by competent Local Government practitioners,</li> <li>ii. contains evidence-based identification of the benefits,</li> <li>iii. contains preliminary designs for infrastructure safety upgrades associated with applications to increase speed limits, and</li> <li>iv. includes an engagement strategy for managing community and stakeholder expectations, <u>and provides a greater weighting for community views on speed changes.</u></li> </ul> <p>b. Allows for Main Roads WA to decline an application, within a mutually agreed timeframe, on the basis that it:</p> <ul style="list-style-type: none"> <li>i. does not meet the above criteria, and</li> <li>ii. provides specific evidence for declining the application.</li> </ul> <p>4. That WALGA seeks to work with Main Roads WA and other stakeholders, to develop a speed management guide for Local Governments.</p>	<p>a. This will include applications that are deemed to be approved when the application:</p> <ul style="list-style-type: none"> <li>i. is based on assessments by competent Local Government practitioners,</li> <li>ii. contains evidence-based identification of the benefits,</li> <li>iii. contains preliminary designs for infrastructure safety upgrades associated with applications to increase speed limits, and</li> <li>iv. includes an engagement strategy for managing community and stakeholder expectations.</li> </ul> <p>b. Allows for Main Roads WA to decline an application, within a mutually agreed timeframe, on the basis that it:</p> <ul style="list-style-type: none"> <li>i. does not meet the above criteria, and</li> <li>ii. provides specific evidence for declining the application.</li> </ul> <p>4. That WALGA seeks to work with Main Roads WA and other stakeholders, to develop a speed management guide for Local Governments.</p>		
23 June 2023 Zone Agenda Item 7.2 - <b>Mining Tenements Applications - DMIRS Procedural Review</b>	That the South West Country Zone request the WALGA State Council to adopt an advocacy position that seeks the Department of Mines, Industry Regulation and Safety to undertake: 1. A formal review of the current statutory consultation procedures as they relate to mining tenements; and 2. Improved public consultation for mining tenement applications, particularly for private landowners, regardless of the depth of land applicable.	The WALGA secretariat will review this request and provide a response for a future Zone meeting.	<b>August 2023</b>	<b>Tony Brown,</b> <b>Executive Director</b> <b>Member Services,</b> <a href="mailto:tbrown@walga.asn.au">tbrown@walga.asn.au</a> <b>9213 2051</b>

## RESOLUTION

**Moved: Cr Donnell Buegge**  
**Seconded: Mayor Phill Cronin**

**That the South West Country Zone WALGA February 2024 Status Report be noted.**

**CARRIED**

## 8.2 Review of WALGA State Council Agenda

### BACKGROUND

WALGA State Council meets five times each year and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

The full State Council Agenda can be found via link: [here](#).

The Zone can provide comment or submit an alternative recommendation that is then presented to the State Council for consideration.

## **Matters for Decision**

### **5.1 Separation (Centre) and Edge Line Markings by Local Government on Low Volume Rural Roads**

That WALGA endorse the below Advocacy Position:

1. Main Roads Western Australia allow Local Governments to install edge line and separation (centre) line markings on roads that meet all relevant criteria, but do not meet the criterion on traffic volume.
2. For this exemption, Local Governments must adhere to the following conditions:
  - a) The Local Government contact Main Roads via the Regional Network Manager with their intent to undertake line marking on specific roads that do not meet the traffic volume criterion, but meet all the other criteria.
  - b) The Local Government obtain a Council resolution, committing to fund all installation and maintenance costs.
  - c) Local Government undertake spotting/surveying.
  - d) Main Roads to undertake an inspection following the survey/spotting work, confirm the start and finish points for the longitudinal line markings, and record the sections of road with line markings to be maintained by Local Government in the relevant database.
  - e) Main Roads approve the final layout prior to line marking occurring.
  - f) Local Government undertake the works.
  - g) Local Government maintain the works in accordance with Main Roads WA standards.
  - h) Local Government remove the lines if maintenance works are not performed to the standard.

#### **Executive Summary**

- The Main Roads WA warrant does not currently allow edge line or separation (centre) line markings on Local Government roads that carry less than certain traffic volume thresholds.
- Local Governments would like to enhance the safety of their roads by installing line markings in instances where only the traffic volume criterion under the warrant is not met.
- A process is proposed in this item whereby Local Governments would pay for the installation and maintenance and Main Roads would perform the necessary inspections to ensure that the markings adhere to the applicable standard.
- Local Governments would not be required to undertake these works, but rather would have the option to install line markings on qualifying roads that do not meet the traffic volume criterion at their own cost.

#### **RESOLUTION**

**Moved:** Cr Tyyrell Gardiner  
**Seconded:** Mayor Phil Cronin

**That the South West Country Zone supports Item 5.1 Separation (Centre) and Edge Line Markings by Local Government on Low Volume Rural Roads**

**CARRIED**

### **5.2 Recovered Materials Framework Advocacy Position**

That WALGA:

1. Rescind the existing WALGA *Standards for Recycled Organics Applied to Land Policy Statement 2007* and Advocacy Position 7.9:

Local Government:

1. Acknowledges the benefits of applying recycled organics to land, especially as a means of diverting organic material from landfill; and,

2. Supports the development of standards for applying recycled organics to land, to ensure a fit for purpose product is developed.
2. Endorse a new *Recovered Materials Framework* Advocacy Position as follows:

The use of recovered materials, across a range of applications, is essential in reducing the use of basic raw materials, meeting State Waste Strategy Targets and increasing diversion of waste from landfill. To ensure end users have high confidence in the quality and safety of products derived from recovered materials, consistent, outcomes-based standards and investment certainty are required.

The State Government, in consultation with Local Government and the waste management industry, should take a leadership role in facilitating the use of recovered material by:

1. Developing a regulatory framework which:
  - a. Outlines clear, outcomes-based specifications for individual products which take into consideration the receiving environment and allow for site-specific assessment.
  - b. Minimises risk to human health and the environment from the use of recovered material.
  - c. Establishes robust systems to provide quality assurance and ongoing surveillance throughout the supply chain.
2. Providing guidance and support mechanisms for the successful implementation of the framework.
3. Supporting the development of, and access to, sustainable end markets and long-term offtake agreements through initiatives such as active engagement with potential end users and the inclusion of recovered material content targets in Government procurement and large infrastructure projects.

### Executive Summary

- The [Standards for Recycled Organics Applied to Land Policy Statement 2007](#) was developed at a time when the main option for landfill diversion of organic material in Western Australia was through mixed waste Alternative Waste Treatment (AWT) facilities.
- The Policy Statement provides principles for the development of standards for recycled organics applied to land, however these principles are potentially broadly applicable to any recovered material applied to land.
- The approach taken is that the principles/approach in the Policy Statement have been reviewed and used inform the development of the Recovered Materials Framework Advocacy Position.
- The Department of Water and Environmental Regulation is developing a Recovered Materials Framework to cover the application of recovered materials to land.
- The Municipal Waste Advisory Council (MWAC) endorsed the new Advocacy Position in December 2023.

### RESOLUTION

Moved: Cr Julia Meldrum  
Seconded: Cr Jenny Mountford

**That the South West Country Zone supports Item 5.2 Recovered Materials Framework Advocacy Position**

**CARRIED**

### 5.3 Review of *Cemeteries Act 1986* and *Cremation Act 1929* Discussion Paper

#### WALGA Recommendation

That WALGA:

1. Supports the intent of the Review of Cemeteries Act 1986 and Cremation Act 1929 Discussion Paper to reduce red tape, modernise legislation and standardise administrative practices; and
2. Advocates that Local Government cemetery managers retain the capacity to impose cemetery fees and charges under Part 6 of the Local Government Act.

### **Executive Summary**

- The Department of Local Government, Sport and Cultural Industries released the Review of *Cemeteries Act 1986* and *Cremation Act 1929* Discussion Paper in November 2023 for public submission.
- WALGA was granted an extension to the submission closing period of 16 February 2024 to permit sector involvement in providing feedback from the Zone process and State Council consideration.

### **RESOLUTION**

**Moved:** Cr Julia Meldrum  
**Seconded:** Cr Jenny Mountford

**That the South West Country Zone supports Item 5.3 Review of *Cemeteries Act 1986* and *Cremation Act 1929* Discussion Paper**

**CARRIED**

### **Policy Team and Committee Reports**

- 8.1 Environment and Waste Policy Team Report
- 8.2 Governance and Organisational Services Policy Team Report
- 8.3 Infrastructure Policy Team Report
- 8.4 People and Place Policy Team Report
- 8.5 Municipal Waste Advisory Council (MWAC) Report

### **Matters for Noting**

- 10.1 2024-25 Federal Budget Submission
- 10.2 Emergency Management Sector Adaptation Plan (EM-SAP) Local Government Consultation Project

**Noted**

## **9. AGENCY REPORTS / PRESENTATIONS**

### **9.1 WALGA President's Report**

Chris Hossen, Zone Executive Officer provided a brief update to the Zone on behalf of the WALGA President. The report was provided as an attachment to the Agenda.

The Zone discussed the opportunity to send an organised delegation to the 2024 National General Assembly to bring greater attention to the needs of the Zone and region.

### **9.2 South West Development Commission**

Mellisa Teede, Chief Executive Officer, was an apology for this meeting.

**9.3 Regional Development Australia – South West**

Charles Jenkinson, Director Regional Development provided a brief update to the Zone.

**9.4 Department of Local Government, Sport and Cultural Industries**

Brendan McNally, Regional Manager Peel South-West, was an apology for this meeting.

**9.5 Australia’s South West**

Chief Executive Officer at Australia’s South West, Catrin Allsop, was an apology for this meeting.

**9.6 National Emergency Management Agency**

Sam Ramsay, NEMA, was an apology for this meeting.

**10. FINANCIAL REPORT**

**10.1 Financial Report**

January 2024 Report	Actual	Comments
	-	
	\$	
Opening Cash Balance	19,883	
<b>Income</b>		
Subscription Income	7,200	All 12 members invoiced & funds collected
<b>Total Income</b>	<b>7,200</b>	
<b>Expenses</b>		
Bank Charges	38	
Meeting expenses	26	
Plaques	491	3 x plaques for retiring members
<b>Total Expenses</b>	<b>555</b>	

Closing Cash Balance 26,529

**RESOLUTION**

Moved: Mayor Phill Cronin  
 Seconded: Cr Doug Kitchen

That the South West Country Zone financial report for January 2024 be received.

**CARRIED**

**11. EMERGING ISSUES**

City of Busselton

Population growth – pressure from WAPC for more development – access to water for facilities/adequate sewerage infrastructure. Pressure on sporting facilities.

Shire of Boyup Brook

BAM Act. Chair provided brief update on the review and timeframes.

**12. DATE, TIME AND PLACE OF NEXT MEETINGS**

Meeting dates for 2024 are listed below. Please note if any changes need to be made.

MEETING DATE	HOST LOCAL GOVERNMENT
Friday, <b>23 February</b> 2024	Bunbury
Friday, <b>19 April</b> 2024	Donnybrook-Balingup
Friday, <b>21 June</b> 2024	Dardanup
Friday, <b>23 August</b> 2024	Harvey
Friday, <b>22 November</b> 2024	Manjimup

*Note: The Shire of Dardanup and Shire of Donnybrook-Balingup swapped hosting as requested at this meeting and is amended above. Donnybrook-Balingup will be hosting the April meeting.*

**12.1 Next Meeting**

MEETING DATE	HOST LOCAL GOVERNMENT
Friday, <b>19 April</b> 2024	<b>Donnybrook-Balingup</b>

**13. CLOSURE**

There being no further business, the Chair declared the meeting closed at **10:58am**.