

Gascoyne Country Zone Minutes

25 August 2023

Meeting held via MS Teams

Gascoyne Country Zone

Meeting held via MS Teams on Friday, 25 August 2023

The Chair opened the meeting at 10:06am.

Due to technical issues, President Cr Cheryl Cowell was unable to Chair the meeting and Deputy Chair, President Cr Eddie Smith assumed the Chair.

Acknowledgement of Country

We, the delegates of the Gascoyne Country Zone acknowledge the traditional owners of this land that we are meeting on today and pay our respects to Elders past, present and future.

Minutes

ATTENDEES

Shire of Carnarvon

President Eddie Smith - **Deputy Chair**
Andrea Selvey, Chief Executive Officer, non-voting delegate

Shire of Exmouth

Cr Jackie Brooks (Deputy)
Ben Lewis, Chief Executive Officer, non-voting delegate

Shire of Shark Bay

President Cr Cheryl Cowell - Chair

WALGA

Mark Bondiotti, Policy Manager Transport and Roads
Chantelle O'Brien, Governance Support Officer

GUESTS

Department of Local Government,
Sport and Cultural Industries

Craig Vinci, Acting Regional Manager, Gascoyne

Roadwise

Ms Samantha Adams, Regional Road Safety Advisor

Regional Development Australia –
Mid West Gascoyne

Mark Holdsworth, Executive Officer

APOLOGIES

Shire of Shark Bay

Dale Chapman, Chief Executive Officer, non-voting delegate

Shire of Upper Gascoyne

John McCleary, Chief Executive Officer, non-voting delegate

Gascoyne Development Commission

Tim Bray, Chief Executive Officer
Simmons Van Buerle, Director Regional Development

Main Roads

Andrea Pitcher, A/Asset Management Officer
Gaff Murray, Operations Manager – Carnarvon

Attachments

The following were provided as attachments to the Agenda:

1. Previous Meeting Minutes – 23 June 2023 Meeting
2. President's Report
3. DLGSC August Update

1. DECLARATION OF INTEREST

Pursuant to our Code of Conduct, Councillors must declare to the Chairman any potential conflict of interest they have in a matter before the Zone as soon as they become aware of it. Councillors and deputies may be directly or indirectly associated with some recommendations of the Zone and State Council. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

Nil.

2. ANNOUNCEMENTS

Nil.

3. DEPUTATIONS

Nil.

4. CONFIRMATION OF MINUTES

4.1 Minutes of the 20 August 2021 Meeting of the Gascoyne Country Zone

RESOLUTION

Moved: President Cr Cheryl Cowell
Seconded: President Cr Eddie Smith

That the Minutes of the meeting of the Gascoyne Country Zone held on 23 June 2023 be confirmed as a true and accurate record of the proceedings.

CARRIED

4.2 Business Arising

Nil.

6. ZONE BUSINESS

6.1 Request to Present

Midwest Mental Health and Community Drug and Alcohol Service

Liz and Isabel are the Midwest Mental Health Promotion Coordinators, based at WACHS in Geraldton. They coordinate the role out of the WA Suicide Prevention Framework across the Midwest Gascoyne, working with communities, services, Local Government and other stakeholders to reduce the incidents and impact of suicide in the region.

Liz and Isabel would like to present on the ways in which they can work together with Local Government to bring suicide prevention initiatives to their communities, and to link in with any interested Shires to investigate the specific needs of their towns.

RESOLUTION

Moved: President Cr Cheryl Cowell
Seconded: President Cr Eddie Smith

That the Gascoyne Country Zone supports a presentation from the Midwest Mental Health Promotion Coordinators at the November 2023 Zone meeting.

CARRIED

6.2 Commonwealth Disaster Ready Fund – Round Two

By Rachel Armstrong, Senior Policy Advisor Emergency Management

Executive Summary

- The [Disaster Ready Fund](#) (DRF) is a \$200 million Commonwealth Government fund that provides grants to government and non-government organisations to help them reduce disaster risk.
- Expressions of Interest (EOIs) for DRF Round 2 are open now and applications for Round 2 will open in early 2024.
- Benefits to Local Governments in applying for the DRF include building partnerships with other organisations and receiving financial assistance for projects that reduce community vulnerability to disasters.
- The Department of Fire and Emergency Services (DFES) is actively engaging with organisations in preparation for Round 2 of the DRF, to identify projects that are most likely to be successful, as well as providing support and advice to develop strong applications.
- DFES is encouraging Local Governments interested in applying for DRF Round 2 to start planning now.
- DFES is holding a [grants webinar](#) on **Monday 4 September**, 10am to 12pm, which will provide more detail on how to submit a successful grant application, and the support available.

Background

The first round of the DRF opened on 10 January and closed 6 March 2023. 19 out of 23 successful Western Australian projects involved Local Governments. Although many WA Local Governments that applied to Round One of the DRF were successful, WA were only allocated just over \$8 million of the total \$200 million available. Successful projects from the first round are listed [here](#).

EOIs for DRF Round 2 are open now and applications for Round 2 will open in early 2024.

Comment

Examples of the types of projects that were successful across Australia, and may be of interest to Local Governments considering applying for a DRF grant in Round Two include:

- Evacuation centre upgrades
- Coastal erosion mitigation
- Flood resilience
- Community disaster risk reduction and resilience projects
- Green canopy initiatives
- Community engagement, education, and preparedness
- Improving natural environments to build resilience.

The extra support being provided by DFES through the early EOI process may help increase DRF funding to Local Governments in Round Two. A key factor in funding success is a well substantiated application, which can be resource intensive to develop.

DFES will hold a grants webinar 10am - 12pm, **Monday 4 September**, with information on how to submit a successful grant application, and what support is available. Register your interest [here](#).

Further information is available on the [SEMC website](#) or semc.grants@dfes.wa.gov.au.

RESOLUTION

Moved: Cr Jackie Brooks
Seconded: President Cr Eddie Smith

That the Gascoyne Country Zone notes that Expressions of Interest for Round 2 of the Disaster Ready Fund are now open, and that the Department of Fire and Emergency Services is providing support to Local Governments to assist with the development of high-quality applications.

CARRIED

6.3 2023 Local Government Elections – Zone Office Bearer Elections

By Chantelle O'Brien, Zone Executive Officer

BACKGROUND

With the bi annual 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.



RESOLUTION

Moved: President Cr Cheryl Cowell
Seconded: Cr Jackie Brooks

That the Gascoyne Country Zone notes the process for election of Zone Representative and Deputy Representative to the WALGA State Council.

CARRIED

6.5 Zone Status Report – August 2023

Zone	Agenda Item	Zone Resolution	WALGA Response	Update	WALGA Contact
Gascoyne C	2021 19 February Zone Agenda Item 5.4 Issues with the DRFAWA Claims and Approvals Process	That the Gascoyne Country Zone recommend WALGA request DFES to form a working group of participants from affected Shires to review the current process and report back on outcomes and solutions.	WALGA staff met with the Tim McNaught (Director Recovery Funding, Dept of Fire and Emergency Services) and members of his team during July with follow up discussions to be scheduled. There are significant additional resources being applied to processing claims, but fundamental concerns with process design remain.	Ongoing	Ian Duncan Executive Manager Infrastructure iduncan@walga.asn.au 9213 2031
Gascoyne C	23 June 2023 Zone Agenda Item 6.2 - Review of the <i>Biosecurity and Agriculture Management Act 2007</i> : Stage 3 Review	That the Gascoyne Country Zone requests the timeframe is extended for Local Governments to provide comments.	Noted. WALGA requested an extension for all Local Governments, unfortunately the Review Panel were unable to accommodate the request. WALGA understands that there will be further, extensive, consultation with the sector once Government has considered and prioritised the Review Panels recommendations.	August 2023	Nicole Matthews Executive Manager Policy nmatthews@walga.asn.au 9213 2039
Gascoyne C	2022, 24 June Zone Agenda Item 9.2 Management Orders on State owned Land Management Orders on State owned land	That the Gascoyne Country Zone recommend that WALGA in consultation with Zone delegates, advocate to the State Government for a review of the Management Orders pertaining to State Land that is managed by Local Government especially in relation to Local Government leasing such land to other parties.	WALGA secretariat has consulted with a sample of local Governments, from Pilbara Zone, Northern Country Zone, South West Country Zone South East Metropolitan Zone and North Metropolitan Zone, all of whom have identified similar concerns with the administration of Management Orders. An advocacy proposal, seeking transparency of the DPLH policy, decision making criteria and procedures relevant to Management Orders, will be provided for the Governance and Organisational Services Policy Team consideration, prior to an Advocacy Position being formally proposed in a State Council Agenda item.	August 2023	Tony Brown, Executive Director Member Services tbrown@walga.asn.au 9213 2051

Noted

ACTION – WALGA Secretariat to follow up on Status Report item 6.2 further details on consultation.

7. STATE COUNCIL AGENDA – MATTERS FOR DECISION

(Zone delegates to consider the Matters for Decision contained in the WA Local Government Association State Council Agenda and put forward resolutions to Zone Representatives on State Council)

The full State Council Agenda can be found via link: [State Council Agenda 13 September 2023](#)

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

Matters for Decision

7.1 Local Emergency Management Arrangements (LEMA) Advocacy Position

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.*

7.2 Total Fire Ban Advocacy Position

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.

Reduce Red Tape: That the processes where repeated notification to DFES for the same task at the same location is required be streamlined.

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

- 9.1 Flying Minute – Consistent Local Planning Schemes
- 9.2 Flying Minute – Submission on the Draft State Waste Infrastructure Plan
- 9.3 Flying Minute – Submission on Directions Paper: Review of the Waste Avoidance and Resource Recovery Strategy 2023
- 9.4 Flying Minute – Submission on Discussion Paper: Stage 3 Biosecurity and Agriculture Management Act 2007 Review
- 9.5 Flying Minute – Independent Strategic Review of the Infrastructure Investment Program Submission
- 9.6 Flying Minute – Submission on Discussion Paper – Wired for Change: regulation for small electrical products and solar photovoltaic system waste
- 9.7 Concurrent Commonwealth Disaster Reviews

RESOLUTION

Moved: Cr Jackie Brooks
Seconded: President Cr Cheryl Cowell

That the Gascoyne Country Zone:

- 1. **Supports all Matters for Decision, Policy Team and Committee Reports as listed above in the September 2023 State Council Agenda; and**
- 2. **Notes all Matters for Noting and Organisational Reports as listed in the September 2023 State Council Agenda.**

CARRIED

8. EXECUTIVE REPORTS

8.1 State Councillor's Report to the Zone

WALGA State Councillor, President Cr Cheryl Cowell, was unable to provide an update on the previous State Council meeting.

Noted

8.2 President's Report to the Zone

WALGA representative, Mark Bondietti presented the President's Report.

Noted

8.3 Gascoyne Development Commission

Chief Executive Officer, Tim Bray, was an apology for this meeting.

Noted

8.3.1 Gascoyne Development Commission – Working Group Update

President Cr Cheryl Cowell was unable to provide an update to the Zone for this meeting.

Noted

8.4 Department of Local Government, Sport and Cultural Industries

Craig Vinci provided an update to the Zone on DLGSC matters.

The August DLGSC August Update was distributed with the Agenda.

Noted

8.5 Roadwise Report

Samantha Adams, Road Safety Officer, Mid-West provided an update to the Zone.

Noted

8.6 Regional Development Australia – Mid West Gascoyne

Mark Holdsworth, Executive Officer, RDA Mid-West Gascoyne, provided an update on Regional Population.

Noted

9. OTHER BUSINESS

9.1 Zone Meeting Dates – 2023

Zone Meeting	Type	Location
10:00am, Friday 17 February	In-Person	Carnarvon
10:00am, Friday 21 April	<i>Teleconference</i>	
10:00am, Friday 23 June	In-Person	Exmouth
10:00am, Friday 25 August	<i>Teleconference</i>	
10:00am, Friday 24 November	In-Person	Carnarvon

The Zone agreed that during an election year, the August meeting would be changed to an in person meeting.

10. DATE, TIME AND PLACE OF NEXT MEETING

The next meeting of the Gascoyne Country Zone will be held on Friday, 24 November 2023 at 10:00am hosted by the Shire of Carnarvon.

11. CLOSURE

There being no further business the Chair declared the meeting closed at 10:36am.