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# Council Meeting

Friday 2 September 2016  
Teleconference Meeting, commencing at 8.30am

## MINUTES

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# GOLDFIELDS VOLUNTARY REGIONAL ORGANISATION OF COUNCILS (GVROC)

**Teleconference Meeting held on Friday 2 September 2016  
commencing at 8.30am**

## MINUTES

### 1. OPENING AND ANNOUNCEMENTS

The purpose of the meeting is to:

1. Consider and provide advice to the WALGA State Council Deputy Representative, Councillor Suzie Williams; and
2. Appoint a consultant to assist GVROC in the development of its Strategic Plan.

In the absence of the GVROC Chair and Deputy Chair the Executive Officer opened the meeting at 8.30am and welcomed all in attendance.

With both the GVROC Chair and Deputy Chair unable to attend the meeting, delegates must choose a Chair to preside at the meeting.

**RESOLUTION:**                      **Moved: Cr Goldfinch**                      **Seconded: Cr Williams**

**That Cr Stewart be elected as Chair for the meeting of the Goldfields Voluntary Regional Organisation of Councils held Friday 2 September 2016.**

**CARRIED**

### 2. DECLARATION OF INTEREST

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

Nil

### 3. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

#### 3.1 Attendance

Cr Beverley Stewart (Acting Chair)  
Cr Tracey Rathbone  
Mr Matthew Scott  
Cr Suzie Williams  
Mr John Walker  
Cr Shaneane Weldon  
Cr Des Cannons  
Mr Graham Stanley  
Ms Tanya Browning  
Ms Rhonda Evans  
Mr Chris Paget

Councillor, Shire of Esperance  
Deputy President Shire of Coolgardie  
CEO, Shire of Esperance  
Councillor, City of Kalgoorlie-Boulder  
CEO, City of Kalgoorlie-Boulder  
Deputy President, Shire of Laverton  
Councillor, Shire of Laverton  
Executive Manager Corporate and Community Services, Shire of Laverton  
Deputy CEO, Shire of Leonora  
CEO, Shire of Menzies  
CEO, Shire of Ngaanyatjaraku

Cr Ian Goldfinch,  
Mr Ian Fitzgerald

Councillor, Shire of Ravensthorpe  
CEO, Shire of Ravensthorpe

### **3.2 Apologies**

Cr Mal Cullen, President Shire of Coolgardie (GVROC Chair and WALGA State Council representative)  
Cr Victoria Brown, President Shire of Esperance  
Cr Basil Parker, Councillor Shire of Esperance  
Cr Jacquie Best, President Shire of Dundas  
Mr Doug Stead, CEO Shire of Dundas  
Mayor John Bowler, City of Kalgoorlie-Boulder (Deputy GVROC Chair)  
Cr Patrick Hill, President Shire of Laverton  
Mr Steve Deckert, CEO Shire of Laverton  
Cr Peter Craig, President Shire of Leonora  
Mr Jim Epis, CEO Shire of Leonora  
Cr Jill Dwyer, President Shire of Menzies  
Cr Jamie Mazza, Councillor Shire of Menzies  
Cr Damian McLean, President Shire of Ngaanyatjarraku  
Cr Beverley Thomas, Deputy President Shire of Ngaanyatjarraku  
Cr Preston Thomas, Councillor Shire of Ngaanyatjarraku  
Cr Keith Dunlop, President Shire of Ravensthorpe  
Cr Jim Quadrio, President Shire of Wiluna  
Mr Dean Taylor, A/CEO Shire of Wiluna

Mr Bruce Wittber, Joint Executive Officer

### **3.3 Guests**

Nil

### **3.4 WALGA Representatives**

Ms Vanessa Jackson, Policy Manager Planning and Improvement  
Ms Marissa MacDonald, Policy Officer Transport and Roads

## 4. Development of a GVROC Strategic Plan - Appointment of a Consultant

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 26 August 2016

**Attachments:** Nil

**Background:**

At the GVROC Council Meeting held Friday 22 April 2016 it was resolved as follows:

*RESOLUTION:                      Moved: Cr Williams                      Seconded: Cr Rathbone*

*That:*

1. *GVROC develop a Strategic Plan; and*
2. *the Executive Officer obtain quotes from appropriately qualified facilitators to assist GVROC's Member Councils in developing a Strategic Plan, with funds from the GVROC Projects Account being used to develop the Strategic Plan.*

*CARRIED*

The Executive Officer at the GVROC Meeting held Friday 1 July 2016 advised she had written to a number of consultancies seeking a Request for Consultancy Services to assist Member Councils in developing a strategic plan for GVROC including:

- Catalyse;
- Consult, Innovate, Create;
- Learning Horizons;
- Localise; and
- Place Match.

Since that time the Executive Officer has also contacted Puzzle Consulting, a Kalgoorlie based consultancy, to determine its interest in submitting a proposal.

At the GVROC Council held Wednesday 3 August 2016 it was further resolved as shown below:

*RESOLUTION:                      Moved: Mr Epis                      Seconded: Mr Fitzgerald*

*That GVROC Council:*

1. *Appoint a consultant to prepare the GVROC strategic plan at the GVROC Council Meeting to be held Friday 2 September 2016; and*
2. *Put forward to the successful consultant the following dates on which a workshop will be conducted as part of the process to develop a strategic plan for GVROC:*
  - *Monday 10 October 2016;*
  - *Tuesday 11 October 2016; and*
  - *Friday 14 October 2016.*

*CARRIED*

**Executive Officer Comment:**

The Request for Consultancy Services was provided to the six organisations identified with a request that their submission be provided to the Executive Officer by Thursday 4 August 2016. At the close of the submission period submissions had been received from:

- Catalyse;
- Learning Horizons; and
- Puzzle Consulting.

Consult, Innovate, Create and Localise advised that they would not be making a submission. Place Match did not respond to the Executive Officer's request for a submission.

In seeking a costing, the consultants were requested to provide a breakdown of costs involved in the preparation of the strategic plan. This breakdown was to include but was not limited to the costs associated with:

- the preparation of the strategic plan;
- attendance at workshop(s), noting that any workshops will be held in Kalgoorlie;
- travel time, car allowance and flights;
- accommodation/meals; and
- communications (telephone, internet and fax).

The consultants have been advised that GVROC will arrange venue and catering for any workshop(s) held.

The submissions have been evaluated by the Executive Officer using the following three criteria:

- Relevant experience;
- Methodology; and
- Cost.

The three criteria have been weighted equally with a score out of 5.

Attached, as a confidential document, is the analysis and evaluation of the three proposals. The recommendation provided to GVROC is based on this analysis and evaluation.

**Consultation:** Nil

**Voting Requirement:** Simple majority

**Additional Meeting Comment:**

In discussing the recommendation presented Member Councils enquired why Puzzle Consulting received a lower score on relevant experience when compared to the other proposals.

The Executive Officer explained that the recommendation was based on the outcome of the evaluation. Puzzle Consulting's proposal did not specifically detail its local government experience, whereas the other two proposals did and as a consequence received a higher "score" on the evaluation.

Member Councils, including the City of Kalgoorlie-Boulder and the Shire of Leonora, advised that they had engaged Puzzle Consulting to conduct various projects which required community consultation. All had found Puzzle Consulting to be very thorough, easy to work with and engaging well with their respective communities.

The question of "buy local" was also raised during discussions. The Executive Officer advised that currently GVROC does not have a regional procurement policy. This was outlined in the analysis and evaluation of the three proposals.

**RECOMMENDATION:**

That:

1. GVROC accept Learning Horizons' proposal at a cost of \$10,750 (excl GST) plus disbursements to prepare the GVROC Strategic Plan;
2. The GVROC Executive Officer advise Learning Horizon of the GVROC's decision and assist in the establishment of a contract as soon as practicable for both parties; and
3. The GVROC Executive Officer advise the other applicants of the selection process.

**RESOLUTION:**                      **Moved: Cr Williams**                      **Seconded: Cr Rathbone**

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**That:**

- 1. GVROC accept Puzzle Consulting's proposal at a cost of \$8,200 (excl GST) plus disbursements to prepare the GVROC Strategic Plan;**
- 2. The GVROC Executive Officer advise Puzzle Consulting of the GVROC's decision and assist in the establishment of a contract as soon as practicable for both parties; and**
- 3. The GVROC Executive Officer advise the other applicants of the selection process.**

**CARRIED**

<b>5. WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS</b>
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*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*

<b>5.1 <u>State Councillor / Goldfields Esperance Zone President's Report</u></b>
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Cr Mal Cullen

Due to Cr Cullen being unable to participate in the meeting there is no report.

<b>5.2 <u>WALGA Status Report (Attachment)</u></b>
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Presenting the Status Report for August 2016 which contains WALGA's responses to resolutions from previous meetings

**ZONE COMMENT:**

This is an opportunity for Member Councils to consider the responses from WALGA in respect to the matters that have been previously submitted.

**RECOMMENDATION:**

That the Goldfields Voluntary Regional Organisation of Councils notes the WALGA Status Report.

**EN BLOC RESOLUTION: Moved: Cr Goldfinch                      Seconded: Cr Rathbone**

**That the Goldfields Voluntary Regional Organisation of Councils notes the WALGA Status Report.  
CARRIED**

<b>5.3 <u>Review of WALGA State Council Agenda - Matters for Decision</u></b>
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From                      Executive Officer

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

**5.1      2016 Annual General Meeting Minutes (01-003-02-0003 TB)**

**WALGA Recommendation**

That Annual General Meeting Motions:

1. Item 4.1 that amends the WALGA Constitution be noted.
2. Item 4.2 and 4.7 be endorsed and referred to the relevant policy unit for the development of the policy.
3. Items 4.6, 4.12B be noted as in accordance with Association Policy and;
4. Items 4.3, 4.4, 4.5, 4.8, 4.9, 4.10 and 4.11 be noted and forwarded to the relevant WALGA policy unit for consideration.



**ZONE COMMENT:**

Items 4.4 and 4.5 both cover motions relating to DAPs have been noted and referred to the relevant WALGA policy unit.

Given that the following agenda item (Item 5.2) on the WALGA State Council agenda also deals with the issue of Development Assessment Panels it would seem more appropriate to refer the two items to be considered in conjunction with agenda item 5.2.

Other than the above comment it is appropriate for the Zone to support the WALGA recommendation.

**Additional Meeting Comment:**

There was comment from Member Councils regarding the use of day labour under the National Disaster Relief and Recovery Arrangements, particularly around the fact that work must be completed during "normal working hours". This was considered to be too restrictive, particularly from the perspective of defining "normal working hours".

Vanessa Jackson, WALGA's Policy Manager Planning and Improvement, advised that the motions covered by Items 4.4 and 4.5 have been noted and referred to the relevant WALGA policy unit. This means that concerns such as those raised by GVROC's Member Councils will be taken into account and clarification sought as the matters are developed for consideration by the WALGA State Council at a future date.

**5.2 Development Assessment Panels (05-047-01-0016 CG)****WALGA Recommendation**

1. That WALGA endorse the findings and recommendations of the Association's report Development Assessment Panels, 2011-16 Review and advocate for;
2. A full and comprehensive cost-benefit analysis of Development Assessment Panels be conducted by an independent organisation.
3. Abolishing the current opt-in mechanism which allows applicants to choose either elected Councils or the DAP as the decision maker in favour of a Ministerial call-in power for projects of state or regional significance, with a minimal value of \$20 million, as has been adopted in the eastern states.
4. The Local Government sector be consulted prior to any amendments to the Development Assessment Panels system, to ensure that operational efficiencies can be achieved.

**ZONE COMMENT:**

Noting the comment in Agenda Item 5.1 the WALGA recommendation is supported.

**5.3 Interim Submission - Amendments to the Planning and Development (Local Planning Scheme) Regulations 2015 (05-047-01-0011 VJ)****WALGA Recommendation**

That:

1. The interim submission to the Department of Planning regarding the proposed amendments to the Planning and Development (Local Planning Scheme) Regulations 2015 be endorsed;
2. The Department of Planning be advised that support for the proposed amendments is conditional on the Local Government sector being provided with a copy of the draft regulations to provide comment on; and
3. The Department of Planning provide a commitment for a 12 month review of any regulations that are gazetted, to ensure that the regulations are operating to the satisfaction of the Local Government sector.

**ZONE COMMENT:**

GVROC supports the WALGA Recommendation.

**5.4 Site Inspections and the Building Act 2011 (05-015-01-0003 VJ)****WALGA Recommendation**

That:

1. WALGA's current policy position on mandatory inspections be expanded to specifically support mandatory inspections at the following stages of the building construction process:
  - a. Foundations and footings;
  - b. Slab/reinforcement of bearers/joists;
  - c. Roof; and
  - d. Occupancy or Final completion.
2. WALGA advise the Building Commission that further discussion with the Building Industry and the Local Government sector is required to determine how a mandatory inspection regime in WA could be achieved.

**ZONE COMMENT:**

GVROC supports the WALGA Recommendation.

**5.5 Changing Places (06-072-01-0001 EB)****WALGA Recommendation**

That WALGA:

1. Note the progress and funding allocations for the Changing Places Grant Program.
2. Write to the Hon. Donna Faragher, Minister for Disability Services and seek additional funding to extend the Changing Places Program from 2017/18 financial year.

**ZONE COMMENT:**

GVROC support WALGA Recommendation.

**5.6 Improving the accuracy and stability of the PAYGO heavy vehicle charges methodology (05-006-03- 0007 DM)****WALGA Recommendation**

That WALGA's interim submission to the National Transport Commission discussion paper on options for improving the accuracy and stability of the PAYGO heavy vehicle charges methodology be endorsed.

**ZONE COMMENT:**

GVROC supports the WALGA Recommendation.

**RECOMMENDATION:**

That the Goldfields Voluntary Regional Organisation of Councils endorses all recommendations contained in the WALGA State Council Agenda other than those recommendations separately considered.

**EN BLOC RESOLUTION: Moved: Cr Goldfinch**

**Seconded: Cr Rathbone**

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**That the Goldfields Voluntary Regional Organisation of Councils endorses all recommendations contained in the WALGA State Council Agenda other than those recommendations separately considered.**

**CARRIED**

## **5.4 Review of WALGA State Council Agenda - Matters for Noting/Information**

### **6.1 Public Health Act 2016 (05-031-01-0001 JH)**

### **6.2 Local Government Heritage Guidelines (05-001-071-03 NH))**

Matthew Scott, CEO Shire of Esperance, advised that the Heritage Bill 2016 currently before Parliament includes a provision whereby the Heritage Minister will have the power to issue "stop work orders", something that is not within the current legislation. This has significant implications for Local Government, with Matthew citing the Shire of Esperance's efforts around finalising the future of the old Esperance tanker jetty which it is seeking to demolish.

He also advised that the Shire would be meeting with representatives from the Heritage Council on Friday 14 October 2016 to discuss this matter as it relates to the tanker jetty.

Vanessa Jackson advised that she was unaware of this inclusion but undertook to investigate the matter for GVROC.

The Executive Officer advised that representatives from the Heritage Councils has requested an opportunity to meet with GVROC Council before the end of the year but given the Council's meeting schedule this was not possible. If the meeting was in agreement she would extend an invitation to the Heritage Council to meet with the GVROC CEOs Group on Friday 30 September.

It was agreed that, if possible, a meeting between the GVROC CEOs Group and the Heritage Council should be arranged for Friday 30 September 2016.

### **6.3 Report on Local Government Road Assets and Expenditure 2014/15 (06-007-0300-0016 MB)**

### **6.4 Metropolitan Local Government Reform - Lessons Learnt (05-034-01-0017 TL)**

## **5.5 Review of WALGA State Council Agenda - Organisational Reports**

### **7.1 Key Activity Reports**

#### **7.1.1 Report on Key Activities, Environment and Waste Unit (01-006-03-0017 MJB)**

#### **7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB)**

The following is an extract from the report which may be of interest to member Councils:

*The Minister for Local Government has previously advised that the following are his legislative priorities leading up to the March 2017 State election;*

1. *Finalising through Parliament the Local Government Legislation Amendment Bill 2014 (includes Regional Subsidiaries). Currently in the Legislative Council.*
2. *Introducing legislation which will transfer the responsibility for auditing Local Governments to the Office of the Auditor General.*
3. *Preparing regulations for the Regional Subsidiary Regulations*
4. *Preparing amendments for the Audit Regulations.*
5. *Preparing amendments to the Rules of Conduct Regulations*

*The Association is concerned that the Local Government Legislation Amendment Bill 2014 relating to Regional Subsidiaries has not progressed through the Upper House and encourages all Local Governments to raise the issue with their local member. WALGA is also keen for any regulations associated with regional subsidiaries to be*

*minimal and for all governance and accountability issues to be addressed with the Charter that governs the subsidiary.*

**7.1.3 Report on Key Activities, Infrastructure (05-001-02-0003 ID)**

**7.1.4 Report on Key Activities, Planning and Community Development (01-006-03-0014 WC)**

**5.6 Review of WALGA State Council Agenda - Policy Forum Reports**

**7.2 Policy Forum Reports**

**7.2.1 Mayors/Presidents Policy Forum**

**7.2.2 Freight Policy Forum**

**5.7 WALGA President's Report (Attachment)**

Presenting the WALGA President's Report

**RECOMMENDATION:**

That the Goldfields Voluntary Regional Organisation of Councils notes the following reports, either provided separately or as contained in the WALGA State Council Agenda:

- State Councillor Report;
- WALGA Status Report;
- Matters for noting/information;
- Organisational reports;
- Policy Forum reports; and
- WALGA President's Report.

**RESOLUTION:**                      **Moved: Cr Rathbone**                      **Seconded: Cannons**

**That the Goldfields Voluntary Regional Organisation of Councils notes the following reports, either provided separately or as contained in the WALGA State Council Agenda:**

- **State Councillor Report;**
- **WALGA Status Report;**
- **Matters for noting/information;**
- **Organisational reports;**
- **Policy Forum reports; and**
- **WALGA President's Report.**

**CARRIED**

**6. URGENT BUSINESS as permitted by the Chair**

Nil

**7. FUTURE MEETINGS**

- Friday 30 September 2016 – an in-person meeting of the GVROC CEOs Group in Kambalda (prior to the meeting there will be an inspection of the Goldfields Records Storage Facility) John Walker sought advice on whether the Shire of Coolgardie was still able to host the meeting on Friday 30 September. Cr Rathbone believed that the meeting would still be held in Kambalda but would liaise with the Executive Officer to confirm this.

- Friday 4 November 2016 – an in-person meeting of the GVROC Council in Warburton;
- Friday 2 December 2016 – a teleconference to consider the WALGA State Council agenda for the State Council meeting to be held Wednesday 7 December 2016;
- Friday 9 December an in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined); and
- Friday 3 February 2017 – an in-person meeting of the GVROC Council in Esperance.

## **8. CLOSURE**

There being no further business the Acting Chair declared the meeting closed at 8.59am

### DECLARATION

These minutes were confirmed by the Goldfields Voluntary Regional Organisation of Councils at the meeting held on 4 November 2016

Signed \_\_\_\_\_

Person presiding at the meeting at which these minutes were confirmed