

MINUTES OF THE ZONE MEETING

held by Video Conference Monday 27 June 2022 commencing at 9:37 am

1 OPENING & WELCOME

The Zone Deputy President and Chair of the meeting, Cr Denese Smythe, welcomed delegates and observers and declared the meeting open.

2 ATTENDANCE & APOLOGIES

2.1 Attendance

Delegates -

Cr Denese Smythe	Shire of York (Deputy President & Chair of Meeting)
Cr Keith Carter	Shire of Dalwallinu
Cr Linda Balcombe	Shire of Gingin
Cr Barry Haywood	Shire of Goomalling
Cr Chris Antonio	Shire of Northam
Cr Rosemary Madacsi	Shire of Toodyay
Cr Pauline Bantock	Shire of Victoria Plains

Observers –

Mr Matthew Gilfellow	Shire of Chittering
Mr Aaron Cook	Shire of Gingin
Mr Peter Bentley	Shire of Goomalling
Cr Beth Ruthven	Shire of Toodyay
Mr Chris Linnell	Shire of York
Ms Lyn Fogg	Governance Specialist, WALGA
Mr Ian Duncan	Executive Manager, Infrastructure, WALGA
Mr Greg Campbell	Main Roads WA
Hon Martin Aldridge MLC	Member for Agricultural Region
Robert Dew	Zone Executive Officer

2.2 Apologies

Ms Jean Knight	Shire of Dalwallinu
Cr Ken Seymour	Shire of Moora (President)
Cr Julie Williams	Shire of Northam
Ms Suzie Hazlehurst	Shire of Toodyay
Mr Sean Fletcher	Shire of Victoria Plains
Cr Karen Chappell	President, WA Local Government Association
Mr Cliff Simpson	Road Safety Advisor (Wheatbelt North), WALGA
Ms Mandy Walker	Director Regional Development, RDA Wheatbelt
Hon Mia Davies MLA	Leader of the Opposition, Member for Central Wheatbelt
Hon Sandra Carr MLC	Member for Agricultural Region
Mr Shane Love MLA	Member for Moore

3 DECLARATIONS OF INTEREST

At Item 9.3 Cr Denese Smythe declared her interest in that she Chaired meetings of the Zone and was eligible for payment of the honorarium.

4 ANNOUNCEMENTS

There were no announcements.

5 MINUTES

5.1 Confirmation of Minutes

Minutes of the Zone Meeting held 22 April 2022 at Dalwallinu. Copies of these Minutes have been circulated to all member Councils.

RECOMMENDATION

That the Minutes of the Zone Meeting held on 22 April 2022, as printed and circulated, be confirmed.

RESOLUTION

Cr C Antonio moved and Cr K Carter seconded –

That the Minutes of the Zone Meeting held on 22 April 2022, as printed and circulated, be confirmed. CARRIED

5.2 Business Arising from the Minutes

(a) Roadside Clearing (Item 12.4 21/11/2021, Item 10.2 16/2/2022, Item 7.1 22/4/2022)

At the November meeting the Shire of Toodyay submitted an item expressing concern at the protracted and resource demanding process to obtaining clearing permits and Mr Garry Middle, WALGA, advised that he would take the matter raised by the Shire of Toodyay to the Local Government Roadside Regulation Working Group and report back. Unfortunately, he left his role with WALGA before reporting back. At the February meeting Ms Nicole Matthews, WALGA, advised that she would follow up. At the April meeting the Cr R Madacsi, Shire of Toodyay, referred to this matter and expressed concern that no report had been made back to the Zone.

The Zone's November 2021 meeting resolved:

That WALGA State Council be requested to amend WALGA's submission for the Guidelines: Native Vegetation Referrals under Part V of the Environmental Protection Act 1986 to strongly recommend:

1. *Provision of clearly defined benchmarks that will need to be met for successful exemption.*
2. *Availability of a fast-tracked assessment process for exemptions provided to local governments that can demonstrate within their jurisdictions:*
 - a. *assessment of native vegetation using a method that meets DWER and DMIRS approval;*
 - b. *identification of ecosystems and native vegetation associations, spatial extent and temporal change in the jurisdiction; and*
 - c. *identification of impact and that this does not negatively impact environmental outcomes.*

Makes allowance for variation in local government resources used in the methodology, provided that purpose is demonstrated.

WALGA has provided the following comment:

The WALGA submission on Native Vegetation Referral Guidelines submission was considered and endorsed by State Council via the Flying Minute process: Flying Minute - Guidelines Native Vegetation Referral submission (walga.asn.au) and was included as an item for noting in the December 2021 State Council agenda. The submission had been lodged with DWER on 6 August 2021. DWER published the final referral guidelines on the new native vegetation clearing referral process in October 2021. The final guidelines reflect the majority of changes recommended in WALGA's submission, of the 25 recommendations only three were not addressed and three were partially addressed.

On 8 December 2021, WALGA and DWER held an event focusing on ways to improve the efficiency of clearing permits and referrals. This event was attended by two representatives from the Shire of Toodyay, including the Shire President, two from the Shire of York, one from the Shire of Northam and one from the Shire of Wongan-Ballidu. A similar event is planned for later in 2022. At this event, Local Governments identified priority DWER guidelines for updating, with guidelines on exemptions from clearing requiring a permit being the highest priority. This has been submitted to DWER who are in the process of updating key guidelines and fact sheets over the next year.

DWER maintains a team that oversees clearing applications from Local Government and Local Governments are encouraged to contact DWER prior lodging an application to clarify any local matters.

The Native Vegetation Policy referred to in the minutes of the April 2022 zone meeting was released by the State Government on 26 May 2022: Native vegetation policy for Western Australia | Western Australian Government (www.wa.gov.au). WALGA hosted a Local government webinar on the draft policy on 7 September 2021. 61 attendees from 42 local government areas, including the Avon-Midland zone attended the webinar. WALGA's Submission to the Department of Water and Environmental Regulation on the Draft Native Vegetation Policy for Western Australia was endorsed by State Council in October 2021. WALGA's submission included several recommendations to address the need to improve the timing of clearing permit approvals for Local Government road projects (eg recommendations 8, 9, 10) and advocating for the need to engage with Local Government in the development of proposed data platforms (Recommendations 12 & 13) – aimed at streamlining the assessment processes.

A copy of the WA Local Government Association's comments has been provided to Cr R Madacsi.

RECOMMENDATION

For Noting

Cr R Madacsi advised that she will examine the response and discuss with the WA Local Government Association before considering if any follow up needs to be made. **NOTED**

(b) Rehabilitation of Extractive Industries Sites (Item 8.1 19/11/2021) and 10.3 18/2/2022)

At the November meeting when considering State Council Agenda Item 5.3 the Shire of Toodyay delegate raised concerns with regard to rehabilitation of extractive industry sites. Mr Garry Middle, WALGA, advised that he would follow up. At the February meeting the Zone noted that this matter had been passed on to WALGA's Environmental Team for response/update. As yet the Zone has not received any feedback.

RECOMMENDATION

For Noting

Cr R Madacsi advised that this item was very similar to item 5.2(a) and that she will discuss the issue with the WA Local Government Association before considering if any follow up needs to be made. **NOTED**

(c) Zone Meeting Format (Item 5.2(a))

The Zone's audio/visual equipment has arrived and has been set up by the supplier. It is anticipated that the equipment will be used for the Zone's August meeting.

RECOMMENDATION

For Noting

NOTED

(d) Wheatbelt Conference (Item 5.2 (b))

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.

RECOMMENDATION

For Information

NOTED

(e) Other

No other matters were brought forward.

6 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION BUSINESS

6.1 WALGA State Council Agenda – Special Meeting

Review of the Agenda for the special meeting of State Council to be held Wednesday 6 July 2022. The Zone is able to provide comment or submit alternate recommendations to State Council for consideration.

Matters for Decision

5.1 Review of Advocacy Positions Relating to Emergency Management (Page 5)

WALGA Recommendation

That State Council:

1. *Endorse the removal of the following Emergency Management Advocacy Positions*
 - 8.1 *Community Resilience*
 - 8.2 *Disaster Mitigation*
 - 8.3 *Emergency Services Levy*
2. *Endorse the following Emergency Management Advocacy Positions:*
 - 8.1 *Emergency Management Principles*
 - 8.2 *State Emergency Management Framework*
 - 8.3 *Sustainable Grant Funding Model for Emergency Management*
 - 8.4 *Consolidated Emergency Services Act*
 - 8.5 *Resource Sharing*
 - 8.6 *Lessons Learnt Management*
 - 8.7 *Emergency Services Levy*
 - 8.8 *Local Government Grants Scheme (LGGS)*

WALGA Executive Summary

- It is proposed to remove the three existing Emergency Management Advocacy Policy Positions and replace them with a series of more comprehensive policy positions (Appendix 1).
- The new Advocacy Positions are based on previous State Council endorsed submissions, recommendations from significant reviews and inquiries, and information and priorities captured in sector-wide consultations.

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

5.2 New Emergency Management Advocacy Position – Community Emergency Service Manager Program (Page 10)

WALGA Recommendation

That the following WALGA Advocacy Position relating to the Community Emergency Service Manager (CESM) Program be endorsed:

- 8.9 *Expansion of the Community Emergency Services Manager Program*
That the Association advocates for an expansion of the Community Emergency Service Manager (CESM) Program, as follows:
1. *All Local Governments should have the option of participating in the CESM Program.*
 2. *The full cost of the CESM Program should be funded through the Emergency Services Levy.*

WALGA Executive Summary

- The Community Emergency Services Manager (CESM) Program was established to provide Local Governments with additional support to undertake their emergency management functions.
- Following consultation with the sector in 2021, it is proposed to endorse an Advocacy Position for the expansion of the CESM Program.

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

5.3 Draft WA Public Libraries Strategy 2022-2026 and Updated Advocacy Position (Page 12)

WALGA Recommendation

That:

1. *the draft WA Public Libraries Strategy 2022-2026 be endorsed.*
2. *WALGA's existing Advocacy Position on Public Libraries be deleted and replaced as follows:*

3.8 *Public Libraries*

1. *Western Australian Local Government public libraries provide valuable local cultural infrastructure, creating social and community hubs for community capacity building, recreation, education and literacy, digital inclusion, and social connection, cohesion and inclusion.*
2. *WALGA supports the provision of Public Library services in Western Australia through a formal partnership between Local Government and the State Government of Western Australia, governed by the Library Board Act 1951, namely the State and Local Government Agreement for the Provision of Public Library Services in Western Australia (2020).*
3. *The WA Public Libraries Strategy 2022-2026 provides a framework for a shared vision, strategic direction and collaborative action in the provision of a vibrant and sustainable 21st century public library network.*
4. *It is essential that a sustainable funding model enables Local Governments to continue to deliver library services to support continued growth and adaptation to changing community needs.*

WALGA Executive Summary

- The Public Libraries Working Group (PLWG) has been overseeing the development of a new WA Public Libraries Strategy 2022-2026 (Strategy) with a focus on strengthening communities, digital inclusion and the value placed on public libraries.
- Consultation was undertaken between February 2021 and April 2022 through workshops with public library professionals; stakeholder interviews with a targeted selection of metropolitan, regional and remote Local Government public libraries; and public consultation via an online survey.
- The new Strategy will support the work of 232 public libraries operated by Local Government around Western Australia.
- Endorsement of the Strategy is being sought from WALGA State Council and the Library Board of Western Australia, prior to submission to the Minister for Culture and the Arts for final approval.
- An updated advocacy position is proposed to reflect current governance arrangements, the outcomes being sought under the new Strategy and the achievement of elements of the existing position under the *2016-2021 WA Public Libraries Strategy*.

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

Cr C Antonio referred to a rumour that books held by the State Library were being destroyed due to lack of storage and asked if this was correct. Mr M Gilfellon replied that he sits on the Library Board, that he had not heard of this action being taken and that he would follow up. He commented (a) that there was a lot of effort going into digitisation however originals are kept; and (b) that the Batty Library has difficulties with storage and local governments have been advised that the Library is unable to take materials as required by the Act.

Following the meeting Mr Gilfellon advised –

I followed up on the comment from Cr Antonio and received the below response. Essentially if it is unique to WA, then it is kept, but if it is an old copy of the Da Vinci Code, then it might be disposed of.

We are not specifically getting rid of old books to make room. We do get rid of books though for a number of reasons as part of the life cycle of library materials. We don't dispose of unique WA heritage materials.

Some words from the Collection Strategy document (that the Board will be discussing next week, papers out tomorrow) ... *"General collections are reviewed and evaluated in order to cater for the changing needs of the community. Items may be deselected and disposed of when they are identified as no longer required. Where possible, items will be donated or exchanged with other libraries or government agencies, charitable or community organisations or disposed of responsibly."*

Stock numbers are reported in the annual report (last page) and there are no major reductions in titles.
https://slwa.wa.gov.au/sites/default/files/2021-10/CMD665_Annual%20Report%202020-2021_accessible.pdf

RECOMMENDATION

That the above recommendation and comments be endorsed.

RESOLUTION

Cr C Antonio moved and Cr B Haywood seconded –

That the above recommendation and comments be endorsed.

CARRIED

Matters for Noting/Information

6.1 2020/21 Local Government Performance Monitoring Project (Page 18)

WALGA Recommendation

That the results of the 2020/21 Local Government Performance Monitoring Project and publication of the Performance Monitoring Dashboard be noted.

WALGA Executive Summary

- The 2022 Local Government Performance Monitoring Project (Project) and associated Local Government Performance Monitoring Report shows that Local Governments have maintained high performance in undertaking their planning and building functions during the COVID-19 Pandemic.
- WALGA has undertaken the Project annually since 2018 with data provided by participating Local Governments. The Project has continued to expand with 30 Local Governments participating this year in 2022.
- This year the written Report has been replaced with an online interactive dashboard accessible on the WALGA website.
- The new format provides several benefits for participating Local Governments, reduces overall project cost and reporting times for WALGA, and will allow the project to grow at an accelerated rate in future years.

Cr C Antonio referred to this year's report and that the dashboard appears to use data which is 12 months old. Ms L Fogg replied that the project had moved to a new platform and that this may have resulted in a lag in the data. She advised that she would follow up.

6.2 Proposed Advocacy Position on Arrangements for Management of Volunteer Bushfire Brigades (Page 20)

WALGA Recommendation

That the Proposed Advocacy Position Paper regarding the arrangements for the management of Bush Fire Brigades be noted.

WALGA Executive Summary

- The Association has prepared a Proposed Advocacy Position on the arrangements for management of Bush Fire Brigades Paper to guide sector consultation on this matter.
- The Paper was circulated to all CEOs on 24 May 2022 seeking feedback, preferably endorsed by Councils, by 8 July 2022 to inform the preparation of a proposed Advocacy Position for consideration by State Council at their September 2022 meeting.
- Adoption of an Advocacy Position on the arrangements for management of Bush Fire Brigades is timely as the State Government is currently preparing the *Consolidated Emergency Services Act*, which is expected to WALGA Recommendation be released for consultation in early 2023.

6.3 Aboriginal Cultural Heritage Act 2021 Co-design Process, Phase 1 Submission (Page 22)

WALGA Recommendation

That the Aboriginal Cultural Heritage Act 2021 Co-design Process, Phase 1 Submission endorsed via Flying Minute on 26 May 2022 be noted.

WALGA Executive Summary

- The *Aboriginal Cultural Heritage Act 2021* (ACH Act) passed the Parliament in December 2021 and is expected to commence in 2023.

- The Department of Planning, Lands and Heritage (DPLH) recently undertook Phase 1 of the co-design process for the regulations, statutory guidelines and operational policies that will support the ACH Act.
- WALGA's submission made 25 recommendations, particularly relating to the proposed activity categories, the need for ongoing sector consultation, and the need to balance the protection of Aboriginal cultural heritage against the requirements for Local Governments to undertake necessary infrastructure and maintenance works in the interests of local communities.
- WALGA's submission was circulated to State Council via Flying Minute process and was endorsed on 26 May 2022.
- Minor amendments were made to the submission as a result of comments received through the Flying Minute process and the submission was provided to DPLH on 27 May 2022.

6.4 Western Power Access Arrangement Review Submission (Page 24)

WALGA Recommendation

That the submission to the Economic Regulation Authority concerning the proposed Western Power Access Arrangement 2022-23 – 2026/27 endorsed via Flying Minute on 20 April 2022 be noted.

WALGA Executive Summary

- The Economic Regulation Authority invited submissions from stakeholders concerning the Access Arrangement proposed by Western Power, that will govern services offered, prices charged, capital and operating expenditure over the five years from 2022/23 – 2026/27.
- The ERA has published a Discussion Paper and held a stakeholder briefing. In addition, Local Government representatives attended a briefing from Western Power.
- A submission has been prepared that identifies matters that require further review and investigation by the ERA particularly relating to streetlighting, safety (pole top fires), network reliability performance measurement and pricing for infrastructure related services.
- Strong support for the proposed network initiated underground power program is offered. Underground power has been demonstrated to offer significant benefits and delivering this in a way that avoids Western Power incurring significant renewal costs to old overhead infrastructure enables residents to face lower costs.
- State Council endorsed the submission by Flying Minute on 20 April 2022.
- The submission was provided to the Economic Regulation Authority on 20 April 2022.

6.5 Economic Development Research (Page 27)

WALGA Recommendation

That the research into the Local Government sector's economic development priorities and activities be noted.

WALGA Executive Summary

- With COVID-19 having a significant impact on economic and business activity, WALGA is seeking to gain a renewed understanding of the sector's economic development priorities and activities.
- WALGA has commenced a research project to gather insights into the current economic development landscape and to identify the key issues for local economies for use in policy discussions with the State and Federal Government.
- The findings of the research will be brought to the State Council Economic Development Policy Forum in the second half of 2022 and will be used to shape WALGA's support to the sector on economic issues.

6.6 Development of Child Safe Policy for Local Government (Page 29)

WALGA Recommendation

That the update on the development of the Child Safe Policy for Local Government be noted.

WALGA Executive Summary

- The Royal Commission into Institutional Responses to Child Sexual Abuse recommended that Local Governments should designate child safety officer positions from existing staff profiles with support from governments at the national, state and territory levels.

- The Department of Local Government, Sport and Cultural Industries (DLGSC) and the Department of Communities (DoC) are developing a Child Safe Policy for Local Government.
- The development of the policy builds upon the Child Safety Officers Consultation undertaken during 2021.
- A series of co-design workshops will be held with Local Government sector representatives during June 2022. Sector wide consultation is planned for July 2022.
- It is anticipated that the draft policy will be presented to WALGA State Council for endorsement in December 2022, prior to consideration for Ministerial endorsement.

6.7 National Reconciliation Week Local Government Activation Program (Page 31)

WALGA Recommendation

That the update on the National Reconciliation Week Local Government Activation Program be noted.

WALGA Executive Summary

- National Reconciliation Week (NRW), 27 May - 3 June, is an important annual event central to the *Relationships* pillar of WALGA's Reconciliation Action Plan (RAP).
- WALGA partnered with Reconciliation WA to support a NRW activation program for all Local Governments.
- 33 Local Governments participated in NRW, delivering 60 events with approximately 1814 attendees.

Cr C Antonio commented that the Shire of Northam had participated in the virtual breakfast and that it had worked well.

6.8 WA Strategic Trails Blueprint 2022-2027 – Draft for Comment (Page 32)

WALGA Recommendation

That the update on the WA Strategic Trails Blueprint 2022-2027 – Draft for Comment be noted.

WALGA Executive Summary

- The Department of Local Government, Sport and Cultural Industries (DLGSC) in partnership with the Department of Biodiversity, Conservation and Attractions (DBCA) have drafted the *Western Australian Strategic Trails Blueprint 2022-2027* which is now open for comment.
- Local Governments have been invited to provide comments directly to DLGSC on the draft plan until 29 July 2022.

6.9 Issues Paper: Local Government Approaches to Tree Retention (Page 33)

WALGA Recommendation

That the WALGA Issues Paper: Local Government Approaches to Tree Retention (May 2022) be noted.

WALGA Executive Summary

- The Issues Paper: Local Government Approaches to Tree Retention (Issues Paper) seeks to identify issues that Local Governments are experiencing in using existing mechanisms to retain trees on public and private land, further mechanisms which may be used by Local Governments, and possible options for resolving these issues.
- The Issues Paper has been prepared by WALGA's Planning and Environment teams in close consultation with the Tree Retention Subcommittee (the Subcommittee) of the WALGA Urban Forest Working Group, comprising regional and metropolitan Local Government officers and the Department of Planning, Lands and Heritage (DPLH).
- The legal questions arising from the Issues Paper will be used to prepare a Request for Quote for advice from suitably experienced legal firms on the WALGA preferred supplier panel. It is proposed that this work will to be funded collaboratively by Local Governments that wish to receive this advice.
- The legal advice will inform further priorities and actions, for example development of policy guidance for the sector and further advocacy to the State Government on tree retention in the State planning framework.

Cr C Antonio enquired as to whether the retention of trees had any application for carbon credits.
Mr I Duncan replied that he understood that the issues paper related to urban infill.

6.10 Report Municipal Waste Advisory Council (MWAC) (Page 36)

WALGA Recommendation

That the resolutions of the Municipal Waste Advisory Council from its 27 April 2022 meeting be noted.

WALGA Executive Summary

This item summaries the outcomes of the Municipal Waste Advisory Council (MWAC) meeting held on 27 April 2022.

RECOMMENDATION

That the above matters for noting/information be noted.

RESOLUTION

**Cr L Balcombe moved and Cr R Madacsi seconded –
That the above matters for noting/information be noted.**

CARRIED

Organisational Reports

7.1 Policy Team Reports

- 7.1.1 Environment and Waste Policy Team Report (Page 37)
- 7.1.2 Governance and Organisational Services Policy Team Report (Page 38)
- 7.1.3 Infrastructure Policy Team Report (Page 42)
- 7.1.4 People and Place Policy Team Report (Page 43)

The Chair drew attention to the Governance and Organisational Services Policy Report which recommended amendments to the WA Local Governments advocacy positions. Ms L Fogg gave background to the recommended changes and in particular to the amendment to the advocacy position on Local Government Audit Structure. She encouraged local governments to channel any views on the changes through State Councillors.

7.2 Key Activity Reports

- 7.2.1 Report on Key Activities, Commercial and Communications (Page 45)
- 7.2.2 Report on Key Activities, Governance and Organisational Services (Page 49)
- 7.2.3 Report on Key Activities, Infrastructure (Page 51)
- 7.2.4 Report on Key Activities, Strategy, Policy and Planning (Page 53)

7.3 Policy Forum Reports (Page 58)

RECOMMENDATION

That the above organisational reports be noted.

RESOLUTION

**Cr C Antonio moved and Cr R Madacsi seconded –
That the above organisational reports be noted.**

CARRIED

6.2 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 R Madacsi moved and Cr B Haywood seconded –
That the WALGA President's Report be received.**

CARRIED

6.3 State Councillor's Report

Presentation of report by Cr Ken Seymour (circulated prior to the meeting).

RECOMMENDATION

That the State Councillor's Report be received.

RESOLUTION

**Cr P Bantock moved and Cr K Carter seconded –
That the State Councillor's Report be received.**

CARRIED

6.4 Zone Status Report

Report by WA Local Government Association on status of Zone resolutions for action by the Association – June 2022 (attached to Agenda).

RECOMMENDATION

That the June 2022 Status Report be received.

RESOLUTION

**Cr P Bantock moved and Cr L Balcombe seconded –
That the April 2022 Status Report be received.**

CARRIED

7 ZONE REPORTS

7.1 National General Assembly of Local Government 2022

Cr Ken Seymour and Cr Chris Antonio attended the National General Assembly of Local Government held in Canberra on 19-22 June 2022. General Assembly Communique attached to Agenda.

Cr Seymour and Cr Antonio may care to report.

RECOMMENDATION

That the Report on the National General Assembly of Local Government 2022 be received.

Cr Antonio commented –

- 93 delegates from Western Australia, including Moora (3), York (1), Narrogin (2), Mundaring (1).
- 300 delegates attended the Regional Forum. This was the highlight of the Assembly.
- 1000 delegates attended the Assembly. The biggest ever.
- Unfortunately, due to the recent election Federal Parliament was not sitting and many Ministers and staff were not available.
- Tourism Australia presentation – Asked the question if the Australian and Western Australian tourism promotion campaigns were the same; Answer no and cannot expect to be the same.
- Highlighted that issues across regional Australia are the same.
- Cr Tracy Lefroy, Moora, was a member of the "What is Progress" panel.
- CEO, Shire of Northampton spoke.
- Take homes –
 - Networking and collaboration – Regional perspectives; Advantage of lobbying in front of Members of Parliament; Forward thinking; Common issues include housing, staffing and funding.
 - Should we go again – Well worth participating and recommend sending delegates next year. Common themes include transport, aged care, networking.
- Thanked the Zone for sending as a delegate.

RESOLUTION

**Cr C Antonio moved and Cr R Madacsi seconded –
That the Report on the National General Assembly of Local Government 2022 be received.**

CARRIED

7.2 Local Government Agricultural Freight Group

(a) Minutes

No meetings of the Group have been held since the last Zone meeting.

(b) Next Meeting

The next scheduled meeting of the Group is Friday 15 July 2022.

Cr Barry Haywood may care to comment.

RECOMMENDATION

That the report of the Local Government Agricultural Freight Group be received.

Cr B Haywood commented –

- Transport Portfolio representatives invited to attend the next meeting to update delegates on the information requested from the April meeting with the Transport Portfolio representatives.
- CBH Group representatives invited to attend the next meeting to update delegates on their 5/10 year network plans.
- Date for the next meeting changed to Wednesday 13 July 2022.

RESOLUTION

Cr R Madacsi moved and Cr C Antonio seconded –

That the report of the Local Government Agricultural Freight Group be received. CARRIED

7.3 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 be received.

Cr Antonio commented on –

- Tracking of flu infections has shown that infections are currently at their highest levels.
- Drew attention to availability of free flu vaccinations.
- 5 LEMACs coming together on 1 September 2022 for a desktop exercise on bushfire.

RESOLUTION

Cr C Antonio moved and Cr R Madacsi seconded –

That the report on the Wheatbelt District Emergency Management be received. CARRIED

8 AGENCY REPORTS

8.1 Department of Local Government, Sport and Cultural Industries

(a) Presentation of the Department of Local Government, Sport and Cultural Industries report.

(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.

No report.

8.2 RDA Wheatbelt

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

RECOMMENDATION

That the RDA Wheatbelt report be received.

RESOLUTION

**Cr B Haywood moved and Cr R Madacsi seconded –
That the RDA Wheatbelt report be received.**

CARRIED

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

Presentation of the Transport Portfolio report (attached to Agenda).

RECOMMENDATION

That the Transport Portfolio report be received.

Mr G Campbell gave a presentation on Main Roads In-House Delivery of Roadworks.

Mr A Cook commented that he believed that local governments should be automatically included on Main Roads suppliers list. He highlighted the issue that in the past local governments had no incentive to quote for works as they were not allowed to include profit margins when quoting and asked if this requirement was going to be maintained.

Following the meeting Mr Campbell advised –

- Local governments are already on Main Roads approved suppliers list and no further action is required by local governments.
- The issue of whether local governments can include profit margins in quotes to Main Roads is beyond Main Roads control. However Main Roads encourages all local governments to engage and participate whenever possible.

Cr R Madacsi referred to issues with the standard and consistency of work undertaken by different Main Roads contractors and queried whether the situation will remain the same when the staff are brought in-house. Mr Campbell replied –

- That under the new arrangements Main Roads will have ownership of the works and as such there will be a consistent approach across the whole State with a focus on service rather than cost.
- Under the previous arrangements Main Roads may have lost control and there was no training for people to come through with consistent skills.
- If issues arise there will be direct contact with Main Roads

At this time **Item 12 Members of Parliament** was brought forward.

Hon Martin Aldridge MLC commented on –

- Apologised that he had to leave at 11:00 am to attend a meeting with the WorkSafe Commissioner on the inquiry into deaths in the agricultural industry.
- Parliament in Winter recess.
- Questions as part of the Budget Estimates hearings must be lodged by Friday. Over 1,000 questions were asked in the Legislative Council; unsure of the number for the Legislative Assembly.
- Perusing inequities in funding for Community Emergency Services Managers (CESMs). No funding approved under the Emergency Services Levy for CESMs and no additional funding provided in the Budget.
- Can appreciate local governments wishing to transfer Bushfire Brigades to the Department of Fire and Emergency Services, however urged local governments to make sure that in any transfer they had a solid agreement in place with DFES.
- The Emergency Services Levy has risen by 5%, however funding back to local government has remained unchanged.
- Believe that even if Bushfire Brigades are transferred to the Department of Fire and Emergency Services many of the other responsibilities under the Bush Fires Act will remain with local government.

Consideration of **item 8.3 Transport Portfolio** report resumed.

Cr C Antonio referred to the allocation for acquisition of 29 houses across WA and asked if any new houses were specifically for the Wheatbelt. Mr Campbell replied that there was some activity on future planning for housing but he could not comment much further.

Cr C Antonio asked if local governments were invited to the regional information sessions.

Following the meeting Mr Campbell advised that the local governments will be receiving promotional material and asked to promote the sessions and therefore will be free to attend.

The Chair thanked Mr Campbell for his presentation.

Mr G Campbell left the meeting at 10:51 pm.

8.4 RoadWise (Wheatbelt North)

Presentation of the RoadWise (Wheatbelt North) Road Safety report (attached to Agenda).

RECOMMENDATION

That the RoadWise (Wheatbelt North) report be received.

RESOLUTION

**Cr C Antonio moved and Cr R Madacsi seconded –
That the RoadWise (Wheatbelt North) report be received.**

CARRIED

8.5 Other

There were no other reports.

ADJOURNMENT: The meeting adjourned at 10:53 am.

RESUMPTION: The meeting resumed at 11:00 am. All those present at the time of adjournment were present on resumption.

9 FINANCE

9.1 Financial Reports

Balance Sheet and Profit and Loss Report for the period ending 31 May 2022 are attached to the agenda.

RECOMMENDATION

That the financial reports for the period ending 31 May 2022, as attached, be received.

RESOLUTION

**Cr C Antonio moved and Cr R Madacsi seconded –
That the financial reports for the period ending 31 May 2022, as attached, be received.**

CARRIED

9.2 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 Local Government Agricultural Freight Group – May 2021 to April 2022	2,110.76
	TOTAL (no GST)	<u>\$2,110.76</u>

RECOMMENDATION

That the accounts as listed totalling \$2,110.76 be approved for payment.

RESOLUTION

Cr C Antonio moved and Cr L Balcombe seconded –

That the accounts as listed totalling \$2,110.76 be approved for payment.

CARRIED

Hon M Aldridge left the meeting at 11:01 am

Cr D Smythe declared her interest in Item 9.3, vacated the Chair and left the meeting at 11:01 am.

Cr C Antonio assumed the Chair.

9.3 Zone Honorariums

BACKGROUND

The Zone pays an honorarium to the Chair of Zone meetings on a pro rata basis in accordance with the number of meetings chaired. For 2021/2022 the amount was set at \$650.

COMMENT

For 2021/2022 there were 5 Zone meetings (including this meeting). Approval is sought to pay the honorarium to the respective Chairs of the Zone's 2021/2022 meetings. 2 meeting was chaired by Cr Smythe and 3 meetings were chaired by Cr Seymour.

RECOMMENDATION

That payment of the 2021/2022 honorarium to the Chairs of Zone meetings be approved.

RESOLUTION

Cr R Madacsi moved and Cr B Haywood seconded –

That payment of the 2021/2022 honorarium to the Chairs of Zone meetings be approved.

CARRIED

Cr D Smythe returned to the meeting at 11:03 am and resumed the Chair.

10 ZONE BUSINESS

10.1 WALGA Best Practice Governance Review Update

By Tony Brown, Executive Manager Governance and Organisational Services and Tim Lane, Manager Strategy and Association Governance

BACKGROUND

WALGA has embarked on a significant project to review WALGA's governance model to ensure the organisation is governed by a contemporary, sound, and agile governance model that:

- Facilitates meaningful engagement with Local Government members,
- Enhances WALGA's legitimacy among members and stakeholders, and
- Enables sound and focused decision making to guide advocacy, policy, and service delivery.

WALGA's Corporate Strategy 2020-25 identifies "contemporary governance and engagement models" as a key strategic priority leading to State Council's commissioning of the Best Practice Governance Review project.

A further goal of the project is to fundamentally review, and subsequently amend, WALGA's governance documentation – Constitution, Corporate Governance Charter, State Council Code of Conduct, and Standing Orders – to ensure consistency and alignment.

To oversee the project, State Council appointed a Steering Committee with the following membership:

President Cr Karen Chappel JP	WALGA President (Chair)
Cr Paul Kelly	WALGA Deputy President
President Cr Phil Blight	Country State Councillor
Mayor Carol Adams OAM	Metropolitan State Councillor
President Cr David Menzel	Country Elected Member
Mayor Albert Jacob	Metropolitan Elected Member
Andrew Sharpe	Country Chief Executive Officer
David MacLennan	Metropolitan Chief Executive Officer
Nick Sloan	WALGA Chief Executive Officer

Senior WALGA staff are providing executive support and PwC has been appointed to facilitate meetings of the Steering Committee and to produce an Options Paper and a Final Report.

The Steering Committee has met twice. At the first meeting, held on 5 May 2022, the Committee:

- Adopted Terms of Reference
- Reviewed the Project Plan
- Considered existing governance documentation
- Discussed the project methodology, and
- Agreed five comparator organisations whose governance models would be reviewed:
 - i. Australian Hotels Association (AHA)
 - ii. Australian Medical Association (AMA)
 - iii. Chamber of Commerce and Industry WA (CCIWA)
 - iv. Chamber of Minerals and Energy (CME), and
 - v. Pharmacy Guild of WA

The comparator organisations were selected for their similarity to WALGA as membership organisations (with organisations as members) and their perceived effectiveness as advocacy peak bodies.

At the Steering Committee's second meeting, held on 8 June 2022, the Committee reviewed the governance models of comparator organisations presented by PwC and identified initial performance assessment criteria that will guide the evaluation of alternative governance model options.

The Steering Committee will be meeting again in late June to consider an Options Paper which will present alternative governance model options. The Options paper will be presented to State Council at the 6 July Strategic Forum. Member feedback will then be sought on the Options Paper during July and August.

Following member feedback, the Steering Committee will direct the development of an agenda item outlining high level principles and non-negotiables of a future governance model for the 2022 Annual General Meeting. This agenda item and debate will gauge members' views on the direction of the project.

The final report due to be completed by mid-October 2022 will be the subject of further consultation with members, including through a full round of Zone meetings in November in the lead-up to the December State Council meeting.

Substantive structural changes to WALGA's governance model will require amendments to the Constitution, which must be approved by a special (75 percent) majority at both a meeting of State Council and an Annual General Meeting. As such, any proposed changes will need to have strong support of members for Constitutional change to be ratified. The aim of the project is to put forward constitutional amendments to members at the 2023 Annual General Meeting.

COMMENT

The Best Practice Governance Review Project represents a significant opportunity to improve WALGA's governance model to improve decision making effectiveness while ensuring meaningful member representation and participation.

Past reviews since the formation of WALGA as the single Local Government sector peak body over 20 years ago have led to significant process and other improvements while the structure and composition of State Council has remained broadly unchanged. WALGA receives mixed feedback on its governance model through member surveys and other mechanisms suggesting there is room for improvement.

Any future governance model will need to balance member representation and participation in decision making processes with efficiency and strategic focus. The forthcoming Options Paper will present potential options that aim to balance competing objectives identified by the Steering Committee.

Member engagement and consultation will be crucial to the success of the project and very high levels of member support will be required for constitutional amendments to be ratified, as outlined above. Consequently, members should anticipate opportunities to contribute to the project and provide insight in relation to options put forward over coming months.

RECOMMENDATION

That the update on the WALGA Best Practice Governance Review Project be noted.

Ms L Fogg commented on –

- Working Group has been established.
- Pricewaterhouse Coopers has been engaged.
- Opportunities for comment.

Cr R Madacsi asked if feedback was expected from the Zones or just from local government and expressed concern with Flying Minutes and the limited time for Zone comment.

Ms L Fogg replied –

- Flying Minutes are usually reserved for response to State Government issues.
- Previous procedures dealing with submissions to State Government left WALGA administration exposed.
- Flying Minutes enable submissions to be considered by State Council and endorsed before submission. Any changes can then be made as supplementary comments.
- Prior to each State Council meeting, WALGA staff need a short period to prepare Zone recommendations to State Council.
- Difficult to manage issues for local government consideration due to the number of local governments. Local governments may need to consider out of session meetings.

Mr I Duncan commented –

- Any changes to the WALGA's structure will require a $\frac{3}{4}$ majority at the Annual General Meeting.
- The Steering Group proposes to put to this year's Annual General Meeting the principles which will underpin any changes.
- Any changes would then be put to the 2023 Annual General Meeting.

Cr R Madacsi referred to the narrow window for information to State Government. Mr I Duncan replied that the time frame for a Flying Minute to State Council was seven days. Responses to State Government were usually based on a four week turn around.

RESOLUTION

Cr L Balcombe moved and Cr P Bantock seconded –

That the update on the WALGA Best Practice Governance Review Project be noted.

CARRIED

10.2 Proposed Advocacy Position for Management of Bushfire Brigades Discussion Paper

BACKGROUND

WALGA is seeking the views of the sector on a new Advocacy Position on the management of Bushfire Brigades, as per the Discussion Paper, *Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position* (attached to Agenda).

Western Australian Local Governments have extensive roles and responsibilities prescribed in the State Emergency Management Framework (State Framework) across the emergency management activities of prevention, preparedness, response, and recovery. Relevantly, pursuant to the *Bush Fires Act 1954*, Local Governments have responsibility for bushfire and the management of volunteer Bush Fire Brigades (BFBs).

The Paper proposes a new Advocacy Position on the management of BFBs to guide the Association's emergency management advocacy on behalf of Local Government, and in particular its engagement with

the State Government on the development of the Consolidated Emergency Services Act which is expected to be released for stakeholder consultation in early 2023.

Four options are identified for the future management of BFBs:

1. Status quo – continue with the current arrangements for management of BFBs whereby the majority are managed by Local Government and transfer arrangements are negotiated on an ad hoc basis between DFES and Local Governments (or their BFBs).
2. Improvements – continue with the current arrangements for Local Government management of BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.
3. Hybrid Model – Local Government continues to manage BFBs where they have the capacity, capability and resources to do so; however where they do not have the capacity, capability and resources, responsibility for management of BFBs is transferred to DFES.
4. Transfer – Responsibility for management of all BFBs is transferred to the State Government, consistent with the arrangements in other States and Territories.

COMMENT

Based on the feedback received from Local Governments in the WALGA Emergency Management Survey and the other considerations outlined in the paper, it is considered appropriate for the Association to support a hybrid model for the management of BFBs.

A hybrid model would enable the continued management of BFBs by those Local Governments with capacity, capability and resources to do so, while providing a framework for the transfer of the management of BFBs to the State Government where a Local Government does not.

Whatever the arrangements for future management of BFBs, it is apparent that Local Governments with responsibility for management of BFBs require additional support and resourcing which should be provided by the State Government, including:

- Development of a suite of guidelines and resources to assist Local Governments in their management of BFBs, particularly with respect to the discharge of obligations under the *Work Health and Safety Act 2021*;
- Expansion of the Community Emergency Services Manager Program (CESM) so that every Local Government with responsibility for managing BFBs has access to the Program if they wish to participate;
- Universal access to DFES training for BFBs; and
- Development of mandatory and minimum training requirements including recognition of competency for volunteers.

Local Governments are encouraged to provide a written response to this Paper or to complete the survey. Formal Council resolutions will assist the Association understand the sentiment of the sector on this important issue.

Questions are provided at the end of the Paper to guide feedback.

Feedback should be provided in response to the questions via email to em@walga.asn.au by 5pm Friday 8 July 2022.

The Shire of Chittering has provided a copy of its submission for information (attached to Agenda).

RECOMMENDATION

For Discussion

There was considerable discussion on the management of Bushfire Brigades and the options identified for their future management. Comments included –

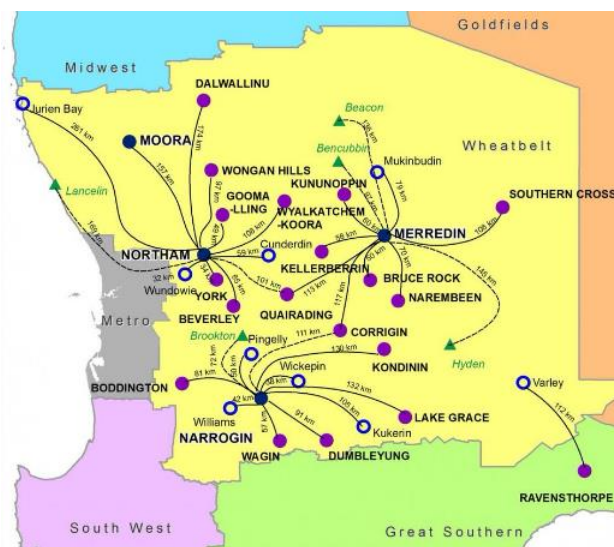
- Concern with protection of CEOs and potential liability under the Work Health and Safety Act.
- Concern under the hybrid model as to who is in control of a fire if it crosses a local government boundary where one local government retains management of Bushfire Brigades and the other has transferred management to DFES.
- Concerns expressed by DFES that if management of all Bushfire Brigades was transferred to DFES they could not handle.
- Establishment of a Country Fire Service separate from DFES.

- Ensuring that Bushfire Brigades have appropriate training and provision of PPE and equipment to the current standards.
- Status of spontaneous volunteers and liability.

10.3 Wheatbelt Health and Wellbeing Plan

Ms Nancy Bineham, WA Country Health Service (WACHS) – Wheatbelt, has advised that in her new role as Director Strategy, Change and Service Development she would like to set up a meeting with the Zone leads that cover the 43 Shires in the WACHS-Wheatbelt region to discuss collective, collaborative approaches and priorities to improve the health and wellbeing of the Wheatbelt Population that we all serve – see map below. This is also pertinent to the Public Health Planning that all LGAs have to produce.

Ms Bineham also advised that she co-chairs a public health-LGA collaborative forum initiated by WAPHA where health topics are being discussed. WAPHA and WACHS-Wheatbelt are keen to progress an overall Wheatbelt Health and Wellbeing Plan – 10+ year horizon, to consider the health, environmental, socio-economic and cultural aspects that contribute to people’s health across their lifespan and the collectively agreed priorities for change or improvement in our region and how we may work together or some aspects, particularly those that may promote good health and help prevent ill health/mental ill health.



A video conference has been set up for Tuesday 28 June 2022 1:30 pm to 2:15 pm. Participates include the President and Executive Officer of the Central, Great Eastern and Avon-Midland Country Zones and Regina Michel-Huessy and Nancy Bineham from WACHS-Wheatbelt

RECOMMENDATION

For Noting

RESOLUTION

Cr C Antonio moved and Cr P Bantock seconded –

That Ms Nancy Bineham be invited to the next meeting of the Zone discuss the proposed Wheatbelt Health and Well-Being Plan.

CARRIED

Secretarial Note

After the meeting WACHS - Wheatbelt advised that due to unavailability of a number of participants the video conference schedule for 28 June had been rescheduled to Wednesday 13 July 2022 11:00 am to 12 noon.

11 URGENT BUSINESS (as permitted by the Presiding Member)

No business was brought forward.

12 MEMBERS OF PARLIAMENT

Brief comments by Members of Parliament. Dealt with earlier at Item 8.3.

13 DATE, TIME AND PLACE OF NEXT MEETING

With the rescheduling of this meeting from Jurien Bay to a video conference the Shire of Dandaragan has requested consideration to the August 2022 meeting being held in Jurien Bay.

If agreed by the Zone, future meetings of the Zone will be scheduled for –

26 August 2022	Shire of Dandaragan
25 November 2022	Shire of Victoria Plains
17 February 2023	Shire of York

Note: The scheduled date for our August meeting is the day after the Dowerin Machinery Field Days.

RECOMMENDATION

That the next ordinary meeting of the Zone be held Friday 26 August 2022 and be hosted by the Shire of Dandaragan.

RESOLUTION

Cr P Bantock moved and Cr L Balcombe seconded –

That the next ordinary meeting of the Zone be held Friday 26 August 2022 and be hosted by the Shire of Dandaragan. CARRIED

14 CLOSURE

There being no further business the Chair thanked attendees their participation and declared the meeting closed at 11:56 am.

CERTIFICATION

These Minutes were confirmed by the meeting held on

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