

01-005-03-0016



Peel Zone

Minutes

25 August 2022

Peel Zone

Hosted by the City of Mandurah

3 Peel Street, Mandurah

Thursday 25 August 2022, commenced at 2:00 pm

Acknowledgement of Country

We, the delegates of the Peel 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

MEMBERS

2 Voting Delegates from each Member Council

Shire of Boddington	President Garry Ventris Ms Julie Burton, Chief Executive Officer non-voting delegate
City of Mandurah	Mayor Rhys Williams Casey Mihovilovich, Director Business Services
Shire of Murray	President David Bolt Cr Douglas McLarty
Shire Serpentine Jarrahdale	President Michelle Rich - Chair Cr Lauren Strange Mr Paul Martin, Chief Executive Officer non-voting delegate
Shire of Waroona	President Michael Walmsley Mr Mark Goodlet, Chief Executive Officer non-voting delegate
WALGA Representatives	Mr Nick Sloan, Chief Executive Officer Mr Ashley Robb, Senior Policy Advisor Planning
DLGSC Representative	Danielle Uniza, - Director LG Support & Engagement Amy Noon, Senior Project Officer
Guest Speakers	Christine Comer, Team Leader, National Recovery and Resilience Agency

APOLOGIES

Shire of Boddington	Cr Eugene Smallberger
City of Mandurah	Cr Caroline Knight Mr Mark Newman, Chief Executive Officer non-voting delegate
Shire of Murray	Mr Dean Unsworth, Chief Executive Officer non-voting delegate
Shire of Waroona	Cr Naomi Purcell

Table of Contents

1.	DECLARATION OF INTEREST	4
2.	DEPUTATIONS	4
2.1	National Recovery and Resilience Agency	4
2.2	Department of Local Government, Sport and Cultural Industries Representative Update Report.	4
3.	CONFIRMATION OF MINUTES	5
4.	BUSINESS ARISING.....	5
5.	STATE COUNCIL AGENDA - MATTERS FOR DECISION.....	5
6.	ZONE BUSINESS.....	7
6.1	Funding for Improving Cybersecurity in Local Government	7
6.2	2022 September Regional State Council Meeting	10
6.3	Review of the Biosecurity and Agriculture Management Act 2007: Consideration of WALGA Discussion Paper.....	11
6.4	Local Emergency Management Arrangements (LEMA) Review project	13
7.	EXECUTIVE REPORTS	14
7.1	WALGA President's Report.....	14
7.2	State Councillor's report to the Zone.....	14
8.	DATE, TIME AND PLACE OF NEXT MEETING	15
9.	CLOSURE	15

ANNOUNCEMENTS

Zone Delegates were requested to provide sufficient written notice, wherever possible, on amendments to recommendations within the State Council or Zone agenda prior to the Zone meeting to the Chair and Secretariat.

Agenda Papers were emailed 7 days prior to the meeting date to your Council for distribution to Zone Delegates.

Confirmation of Attendance an attendance sheet was circulated prior to the commencement of the meeting.

ATTACHMENTS WITHIN THE AGENDA

1. Draft Minutes of previous meeting
2. Zone Status Report
3. President's Report

1. DECLARATION OF INTEREST

Elected Members 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.

Cr Douglas McLarty and President Michael Walmsley declared an interest of impartiality to Item 5.2.

2. DEPUTATIONS

2.1 National Recovery and Resilience Agency

The Recovery Support Officer network across WA is your Local Government connection to not only the NRRRA, but the Federal government.

We provide an avenue to information and opportunities at the Federal level, as well as advocating back to the NRRRA the experiences of the many regional, rural and remote communities across the Pilbara, Gascoyne, Midwest and Murchison Zones.

With a current focus on recovery following a natural disaster and building resilience in community, emergency management and response will be part of the greater National Emergency Management, Resilience and Recovery Agency (NEMRRA) from September 1st, 2022.

Christine Comer, Team leader provided some additional information on this matter to the Zone.

2.2 Department of Local Government, Sport and Cultural Industries Representative Update Report.

Department of Local Government, Sport and Cultural Industries representatives, Danielle and Amy provided an update the Zone on DLGSC issues.

Noted

3. CONFIRMATION OF MINUTES

RESOLUTION

Moved: President Michael Walmsley
Seconded: President Garry Ventris

That the Minutes of the meeting of the Peel Zone held on 23 June 2022 be confirmed as a true and accurate record of the proceedings.

CARRIED

4. BUSINESS ARISING

A Status Report outlining the actions taken on the Zone's resolutions is enclosed as an attachment.

RESOLUTION

Moved: Mayor Rhys Williams
Seconded: Cr Lauren Strange

That the Zone Status Report be noted.

CARRIED

5. 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: [9 September 2022 State Council Agenda](#)

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

5.1 2023-24 State Budget Submission

RESOLUTION

Moved: President David Bolt
Seconded: President Michael Walmsley

That the Peel Country Zone supports the 2023-24 State Budget Submission in Item 5.1.

CARRIED

5.2 Proposed Advocacy Position on Management of Bush Fire Brigades

That the following Advocacy Position on Management of Bush Fire Brigades be endorsed.

8.10 Management of Bush Fire Brigades

1. Bush Fire Brigade volunteers play a critical role in helping to protect their local communities. Local knowledge and skills are integral to bushfire management in Western Australia.
2. Future management and funding of volunteer Bush Fire Brigades must:
 - a) Recognise the changing risk environment, including work health and safety requirements, and the increasing intensity and frequency of bushfires;
 - b) Take account of the differing circumstances of Bush Fire Brigade units and regional variations in bush firefighting approaches; and
 - c) Be adequately and equitably resourced through the Emergency Services Levy.
3. The State Government, through the Consolidated Emergency Services Act and/or other mechanism's must:
 - a) establish a clear framework to enable transfer of Bush Fire Brigades to the State Government if a Local Government decides to do so;
 - b) Consult on the process, timeline, and implications for transfer of responsibility for Bush Fire Brigades in accordance with 3(a) through the establishment of a working group comprising representatives of Local Government, Bush Fire Brigades, the Department of Local Government, Sport and Cultural Industries (DLGSC) and the Department of Fire and Emergency Services (DFES);
 - c) Provide for mandatory and minimum training requirements and recognition of competency and prior learning for Bush Fire Brigade volunteers, supported by a fit-for-purpose and universally accessible training program, designed in consultation with Bush Fire Brigade representatives, Local Government and LGIS, and managed by DFES; and
 - d) Develop a co-designed suite of relevant management guidelines and materials to assist in the management of Bush Fire Brigades.
4. The State Government to consider the most appropriate operational model for State Government management of Bush Fire Brigades, which may include the establishment of an independent Rural Fire Service, as recommended in the 2016 Ferguson Report.

RESOLUTION

Moved: President David Bolt
Seconded: President Michael Walmsley

That the Peel Country Zone supports item 5.2 subject to the amendment to point 4 as below:

4. **As a matter of priority within the emergency services Acts review, the State Government to consider the most appropriate operational model for State Government management of Bush Fire Brigades, which may include the establishment of an independent Rural Fire Service, as recommended in the 2016 Ferguson Report.**

CARRIED

AMENDMENT

Moved: President Michael Walmsley
Seconded: President David Bolt

- That the Peel Country Zone supports item 7.1.3 Infrastructure Policy Team Report subject to the additional amendment to Advocacy Position 5.3.2 Western Australian Bicycle Network below:

2. amend Advocacy Position 5.2.5 The Role of Local Government in the Future of Warden Controlled Children's Crossings by inserting:

That WALGA:

1. Through its representation on the Children's Crossings and Road Safety Committee of the WA Police Force:

- a) Oppose any recommendation by the Children's Crossings and Road Safety Committee to the Minister of Police that the moratorium on removing Children's Crossings be lifted.
- b) Support finding alternative methods to alleviating the lack of Traffic Wardens which may, amongst other measures, include advocating:
 - i. That income from serving as a Traffic Warden is exempt from income tax, and the income test for pension eligibility, to make the job more attractive.
 - ii. For an increase in the pay of Traffic Wardens.
 - iii. Removing the requirement to live within a specified distance of the crossing.
 - iv. For providing funding to support the training of volunteer Traffic Wardens.
- c) Support consideration of the conversion of Children's Crossings on roads 60 km/h and above to fixed, mid-block, pedestrian priority, signalised crossings, reducing the need for Traffic Wardens

- That the Peel Country Zone notes all Matters for Noting and remaining Organisational Reports as listed in the September 2022 State Council Agenda, including the amendment to Item 7.1.3 as above

CARRIED

6. ZONE BUSINESS

6.1 Funding for Improving Cybersecurity in Local Government

By the City of Mandurah

BACKGROUND

Cyber-attacks are becoming one of the biggest risks facing organisations. The Office of the Auditor General has identified that Local Governments could improve their systems and infrastructure relating to cyber security. This requires an investment by Local Governments, which is unviable for some and for others, it will divert resources away from services that the community need.

It is requested that WALGA and DLGSC explore the different models available, including how the State Government is supporting their departments and agencies, and determine a recommended approach to support for the Local Government sector to improve the cyber security profile.

WALGA COMMENT

The City received the following comments from WALGA's Executive Director Member Services on 2 August 2022:

WALGA has recently endorsed a proposal to establish an ICT Governance subscription service for the Local Government sector.

The subscription service is being set-up based on the following;

- The OAG has released several reports that conclude the sector confronts cyber security risks, and provisions recommendations to mitigate risk.
- The proposed subscription service will provide ICT support at the governance level including ICT governance, cyber security and emerging risks and trends.
- It is proposed that the WALGA ICT Subscription Service would be resourced by an IT Governance Manager to be employed by WALGA, with the assistance of specialist suppliers to develop relevant guidance tools and resources.
- Furthermore, the establishment of this service will be welcomed by LGIS as addressing the growing risk faced by our Members, many of whom are unable to resource or access IT governance expertise.

The Scope of services would provide expected services such as:

- A telephone and online guidance service to assist with governance controls, performance improvements, legislative requirements, security risks, ICT maturity and interpretation of ICT standards;
- Access to a suite of tools and templates to achieve good governance, adopt new policies and procedures, achieve audit performance expectations and de-risk the ICT function. Tools and templates would need be reviewed and enhanced regularly;
- Central reference page for access to external materials and web links such as the Australian Cyber Security Centre;
- Socialise regular ICT Communications covering statistics, topical issues, member success stories and update;
- Networking events for Local Government ICT Officers, Managers and Stakeholders;
- Access to ICT Forums and Information Briefings;
- Workshops including ICT Policy and Controls in Local Government.

Excluded ICT services may include:

- Consultancy for ICT systems identification and development;
- Product development, configuration, implementation and management;
- Professional advice;
- Performance audits;
- Engagement as a Virtual Chief Information Officer (vCIO);
- Technical specification development.

The function would be managed and serviced by a suitably experienced ICT Professional.

COMMENT

Local Governments are as much at risk of cyber-attacks as any other organisation. This has been underscored by the Office of the Auditor General (OAG) which has conducted several audits examining the security of Local Government information and systems. Those audits have identified significant room for improvement.

The OAG is looking for Local Governments to achieve compliance with a cyber security framework to demonstrate that they have a robust defensive posture. The most popular framework in Australia is the “Essential 8” which was developed by the Australian Cyber Security Centre. This framework has three levels of maturity, or strength of defence. State Government entities have been mandated to achieve the first level, and it is understood that level 2 is the target. The tenor of the OAG reports are rating Local Governments based on the Essential 8 level of maturity.

Achieving compliance, even with the first level of maturity, is a significant undertaking for an organisation. It requires having appropriately skilled staff and/or the availability of consultants to advise on processes and help install defensive measures, such as hardware and software infrastructure. In addition, it is highly likely that investment in software and technology infrastructure will be needed to improve any Local Governments protection against cyber-attacks.

Some larger Local Governments may be able to acquire the human and financial resources, although staff retention in the face of competition for recruiting for cyber security staff in all sectors of the economy, remains an issue. It is highly likely, however, that many other Local Governments do not have the ability, or funding, to make the improvements necessary.

Given the financial pressures on communities, rate increases to fund this may, in many cases, be unviable. Similarly, sacrificing essential programmes, such as community services and asset maintenance, produces mixed outcomes for the community, and creates problems for the future.

Without a joint approach to cyber security in Local Government, the level of protection will be insufficient, the human and financial resources will be insufficient to the requirements, the overall risk rating for the Local Government will remain high and the Local Government industry will continue to rate poorly in the performance audits of the OAG. The greatest need in Local Government is access to funds for software and hardware infrastructure upgrades.

The risk of a cyber security attack is not limited to larger organisations. All organisations are vulnerable to their systems being compromised. Implementing a recognised cyber security framework can be costly both in terms of staff time required and investment in technology infrastructure and software. Although it is possible that larger Local Governments may have suitably skilled staff in-house and the ability to invest in such things as systems’ protection, many smaller Local Governments do not. The threat of a cyber-attack is one of and into the future will be a Local Governments largest strategic and operational risk.

The scope of the ICT Governance subscription service that WALGA is providing does not provide the provision of software and hardware infrastructure. This will rely on the individual Local Government to procure and pay for this infrastructure from ratepayers funds. The preferred approach for the Local Government sector would be for the State Government to implement a similar practice to how they protect State Government departments by providing the minimum software and hardware for cyber security at no cost.

The Department of Local Government, Sport and Cultural Industries is asked to identify the most appropriate method to assist Local Governments in funding this critical issue, including a range of options including:

1. Providing access to State Government infrastructure and controls at no cost to Local Governments to ensure that the Local Government industry has the same level of protection.
2. Adopt a similar approach to how they fund State Government departments cyber security service.
3. Making a funding pool available for Local Governments to improve cyber security.

RESOLUTION

Moved: Mayor Rhys Williams
Seconded: President David Bolt

WALGA request the Department of Local Government, Sport and Cultural Industries (DLGSC) to determine the most appropriate method to assist Local Governments in improving the Local Government cyber security profile, to include a range of options including:

1. Providing access to State Government infrastructure and controls at no cost to Local Governments to ensure that the Local Government industry has the same level of protection as State Government departments.
2. Adopt a similar approach to how they fund State Government departments cyber security service.
3. Making a funding pool available for Local Governments to improve cyber security through purchasing of hardware and software infrastructure.

CARRIED

6.2 2022 September Regional State Council Meeting

The program for the upcoming Regional State Council meeting to be hosted by the Peel Country Zone has now been finalised.

State Council Regional Meeting

Peel Country Zone

8 – 9 September 2022

THURSDAY, 8 SEPTEMBER

Dress code: business casual

9:30am Meet at WALGA offices (170 Railway Parade, West Leederville)

10:00am **Bus departs from WALGA offices**

10:00am – 11:00am *Travel to King Road Brewing Co (796 King Road, Oldbury)*

11:30am – 12:30pm Presentations on regional infrastructure developments
Presenters TBC

12:30pm – 2:00pm Lunch

2:00pm – 2:15pm *Travel to Shire of Serpentine Jarrahdale Civic Centre (Mundijong)*

2:30pm – 4:30pm **Zone Forum**

Introduction and welcome
Zone Chair, President Cr Michelle Rich
WALGA President Cr Karen Chappel

Zone Member presentations (15-20 minutes each)
Shire of Boddington
City of Mandurah
Shire of Murray
Shire of Serpentine Jarrahdale
Shire of Waroona

4:30pm – 5:30pm *Travel to The Sebel Mandurah*

5:30pm Check in

6:15pm	Travel to Redmanna Waterfront Restaurant
6:30pm – 9:00pm	WALGA dinner
	Dress code: smart casual
	<i>Please note the bus back to The Sebel will depart Redmanna at 8:45pm</i>
FRIDAY, 9 SEPTEMBER	
	Dress code: business casual
7:00am – 7:45am	Buffet breakfast at The Sebel
8:00am	Bus to City of Mandurah Administration Centre
8:30am – 10:30am	Strategic Forum
10:30am – 11:00am	Morning tea and refreshments
11:00am – 12:30pm	State Council meeting
12:30pm – 1:30pm	Lunch
2:00pm	Bus departs from the City of Mandurah
3:30pm	Arrive at WALGA offices

All Zone Elected Members and CEOs have been provided with a copy of the program via email, along with an invitation to attend (particularly the Zone Forum).

Zone attendees are welcome to attend all parts of the program (including as an observer on Friday). WALGA will pay for all catering costs associated with the Strategic Forum and State Council meeting but asks for contributions from Zone Members for the cost of additional Zone Elected Members or staff at the lunch and dinner on Thursday.

Those wishing to attend any portion of the Regional State Council meeting must notify Kathy Robertson, Executive Officer Governance, on (08) 9213 2036 or via email, krobertson@walga.asn.au.

RESOLUTION

Moved: President Garry Ventris
Seconded: President David Bolt

That the Peel Country Zone note the program for the September 2022 Regional State Council meeting.

CARRIED

6.3 Review of the Biosecurity and Agriculture Management Act 2007: Consideration of WALGA Discussion Paper

By Rebecca Brown, Manager Environment and Waste, WALGA

BACKGROUND

The first 10-year [statutory review](#) of the [Biosecurity and Agriculture Management Act 2007](#) (BAM Act) is currently underway; this is a key opportunity for Local Government to influence the how post-border biosecurity is managed in Western Australia.

The [Independent Panel](#) undertaking the review, is using a three-stage engagement process:

- Stage 1 (closed) - open submissions and a survey to identify major themes and issues
- Stage 2 - stage 1 will 'provide the foundation for participatory processes to further explore themes and issues'
- Stage 3 - broader engagement to get feedback on the findings and potential solutions, expected to take place in late 2022/early 2023.

The Independent Panel is required to make its report, including any recommended amendments to the Act, to the Minister for Agriculture and Food by March 2023.

WALGA prepared a [Discussion Paper](#) to inform comment on the Review, which includes 11 key biosecurity themes and related recommendations reflecting issues raised by Local Government, and those identified in the [Auditor General's 2013 and 2020 Reports](#).

Policy Implications

WALGA's current Policy Position on Biosecurity, was endorsed in 2017 and is available in the [Advocacy Positions Manual](#) (Section 4.5).

COMMENT

WALGA is seeking Zones' consideration of the recommendations included in the Discussion Paper to inform its submission to the Review on behalf of the sector and the development of an updated Biosecurity Advocacy Position. WALGA intends to put an updated Policy Position to the December State Council meeting. Local Governments are also strongly encouraged to make their own submissions to the review as appropriate in Stage 2 and 3.

RESOLUTION

Moved: Mayor Rhys Williams
Seconded: Cr Douglas McLarty

That the Zone endorse the following recommendations:

- 1. Strategic direction and regional priorities:** The State Government develop a strategic framework that enables the prioritisation of biosecurity threats in geographically defined regions and sets targets for declared pest management.
- 2. Agency responsibilities:** The roles and responsibilities of each State Government department responsible for biosecurity management need to be a clearly defined and communicated, a formalised structure for different agencies to work together established, and increased investment made in declared pest management on State Government managed land.
- 3. Declared Pest Rate and Recognised Biosecurity Groups:** If the Declared Pest Rate and Recognised Biosecurity Groups (RBGs) are to continue to be key mechanisms for the management of widespread and established declared pests, changes are required to improve their operation and effectiveness to better support the concept of shared responsibility.
- 4. Environmental biosecurity:** A more balanced view of biosecurity that has a greater focus on environmental biosecurity is required, through increased recognition and management of pest species that have significant ecological impacts.
- 5. Responses to incursions:** Increased and more equitable distribution of funding is required to ensure each step of the biosecurity continuum is adequately resourced for all stakeholders, including Local Government.
- 6. Management of declared pests in urban areas:** Declared pest management in all urban areas requires support through an appropriate funding mechanism.

7. **Problematic non-declared pests:** The process for the listing of declared pests needs to be timely and transparent to ensure that land managers, including Local Government, are not resourcing the control of an increasing number of problematic non-declared pest species.
8. **Sustainable funding model:** A sustainable and equitable funding model is required to manage the increasing biosecurity management threat.
9. **Compliance and enforcement:** The Department of Primary Industries and Regional Developments responsibility for compliance and enforcement needs to be adequately resourced and enacted.
10. **Monitoring, research and innovation:** Strategic monitoring, use of new technologies and the establishment of data management systems are required to inform biosecurity investment decisions and support adaptive management.
11. **Community education and involvement:** A stronger focus on community education to increase understanding and awareness will improve engagement with biosecurity management programs and assist with timely incursion responses.

CARRIED

6.4 Local Emergency Management Arrangements (LEMA) Review project

By Susie Moir, Policy Manager, Resilient Communities

WALGA and the State Emergency Management Committee (SEMC) Business Unit are working in partnership with key stakeholders to identify options to improve LEMA processes. WALGA has received AWARE funding to undertake the Local Government consultation for the LEMA Review.

WALGA will be delivering a series of workshops with Local Government to contribute to the design of a more streamlined, scalable, and fit-for-purpose LEMA model. The outcomes of the workshops will inform a LEMA Improvement Plan that will be prepared by the SEMC Business Unit.

Interactive workshops are being held in several locations with complimentary refreshments provided.

Target Audience: Chief Executive Officers, Emergency Management staff and Elected Members.

Workshop details below:

- Geraldton 7 September – Geraldton Multipurpose Centre 10.30am – 2:00pm
- Stirling 12 September – City of Stirling Civic Centre, Stirling Room 9:00am –12:00pm
- Katanning 13 September – Katanning Leisure Centre 10.30am – 2:00pm
- Bunbury 14 September – City of Bunbury Administration, Function Room 10.30am – 2:00pm
- Northam 15 September – Bilya Koort Boodja Centre 10.30am – 2:00pm
- Victoria Park 16 September – Town of Victoria Park Administration Building 9:00am –12:00pm
- Online workshops – date TBC

Registration

To register for a free LEMA Review workshop, [click here](#) and choose your relevant date and location.

Read more in the [WALGA LEMA Review Issues Paper](#). Local Governments are also encouraged to provide written feedback by COB Friday 15 October 2022.

For further information please email [Simone Ruane](#), WALGA's LEMA Review Project Lead, or call 9213 2049.

Noted

6.5 WALGA Best Practice Governance Review Principles – AGM item

By Tim Lane, Manager Strategy and Association Governance

BACKGROUND

In March 2022, State Council commissioned the WALGA Best Practice Governance Review (BPGR) with the aim of ensuring WALGA's governance model is contemporary, agile and maximises engagement with members. The BPGR, overseen by a Steering Committee appointed by State Council, is now well underway.

The BPGR Steering Committee have formulated a set of governance principles to guide the development of potential governance models.

At a special meeting on 22 August, State Council endorsed the principles, along with an AGM Agenda item which seeks endorsement of the principles by members at the 2022 Annual General Meeting on 3 October.

The purpose of the AGM item is to gauge member support for progressing the BPGR to the development of potential models.

Following consideration of the principles at the 2022 AGM, an extensive consultation and engagement process will be undertaken with members on these potential governance models. This will occur during October, November and December, with the intention of using the member feedback to inform a final report. This report will then be considered at Zone meetings in February 2023 and subsequently the March 2023 State Council meeting.

Once the final report is endorsed, Constitutional amendments will be prepared for consideration by State Council, followed by the broader membership at the 2023 AGM. As per WALGA's Constitution, amendments to the Constitution require endorsement by a 75 percent majority at both State Council and a general meeting of members.

COMMENT

The AGM Agenda is due to be distributed in late August, ahead of the AGM on Monday, 3 October at Crown Perth.

It is recommended that once the AGM Agenda is distributed, members consider the item and governance principles and inform their registered Voting Delegates on how to vote.

Noted

7. EXECUTIVE REPORTS

7.1 WALGA President's Report

The WALGA Chief Executive Officer presented the President's Report. Report was distributed with the Agenda.

Noted

7.2 State Councillor's report to the Zone

WALGA State Councillor, President Michelle Rich presented on the previous State Council meeting.

Noted

8. DATE, TIME AND PLACE OF NEXT MEETING

That the next ordinary meeting of the Peel Zone will be held on 24 November 2022, format to be determined in the first week of November with the intent to be held in person, commencing at 2pm.

9. CLOSURE

There being no further business the Chair declared the meeting closed at **3:57PM**.