



**JOINT MEETING OF THE KIMBERLEY  
ZONE OF WALGA AND KIMBERLEY  
REGIONAL GROUP**

**UNCONFIRMED  
MINUTES**

**3:30PM, 3 SEPTEMBER 2018**

**Council Chambers, Shire of Wyndham  
East Kimberley, Kununurra**

**SHIRE OF BROOME**  
**KIMBERLEY REGIONAL GROUP**  
**MONDAY 3 SEPTEMBER 2018**  
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**MINUTES OF THE KIMBERLEY REGIONAL GROUP,  
HELD IN THE COUNCIL CHAMBERS, SHIRE OF WYNDHAM EAST KIMBERLEY,  
KUNUNURRA, ON MONDAY 3 SEPTEMBER 2018, COMMENCING AT 3:30PM.**

**1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The Chairman welcomed Members and Officers and declared the meeting open at 3:30pm.

**2. RECORD OF ATTENDANCE / APOLOGIES**

**ATTENDANCE:**

Sam Mastrolembo	Shire of Broome
Cr Chris Mitchell	Shire of Broome
Cr Harold Tracey	Shire of Broome
Cr Geoff Haerewa	Shire of Derby West Kimberley
Cr Paul White	Shire of Derby West Kimberley
Carl Askew	Shire of Wyndham East Kimberley
Cr David Menzel	Shire of Wyndham East Kimberley
Cr Tony Chafer	Shire of Wyndham East Kimberley
Steven Deckert	Shire of Halls Creek
Cr Malcolm Edwards	Shire of Halls Creek
James Watt	Shire of Broome
Mal Shervill (Policy Officer Road Safety)	WALGA
Michael Andrew (Membership and Licensing Manager)	Australian Hotels Association
Martin Pierson-Jones (Division President)	Australian Hotels Association
Peter Peck (Chief Executive Officer)	Liquor Stores Association

**APOLOGIES:**

Stephen Gash	Shire of Derby West Kimberley
Cr Chris Loessl	Shire of Halls Creek
David Price	Shire of Christmas Island
Cr Gordon Thomson	Shire of Christmas Island
Cr Kee Heng Foo	Shire of Christmas Island
Joanne Soderlund	Shire of Cocos (Keeling) Islands
Cr Tony Lacy	Shire of Cocos (Keeling) Islands
Cr Seriwati Iku	Shire of Cocos (Keeling) Islands
Gordon MacMile (Director Strategic Coordination and Delivery)	Department of Local Government, Sport and Cultural Industries
Jeff Gooding	Kimberley Development Commission

Chairperson.....Date.....

Tim Bray	Kimberley Development Commission
Greg Hayes	WALGA Roadwise
Natasha Mahar	Australia’s North West

**3. DECLARATION OF INTERESTS**

**Financial Interest**

Nil.

**Impartiality Interest**

Nil.

**Proximity Interest**

Nil.

**4. CONFIRMATION OF MINUTES**

**KIMBERLEY REGIONAL GROUP RESOLUTION:**  
**(RECOMMENDATION)**

*That the Minutes of the Kimberley Regional Group held on 31 July 2018, as published and circulated, be confirmed as a true and accurate record of that meeting.*

*Moved: Cr Geoff Haerewa                      Seconded: Cr David Menzel*

*For: 4*  
*Against: 0*

**5. BUSINESS ARISING FROM PREVIOUS MEETING**

Nil.

**6. PRESENTATIONS FROM REPRESENTATIVES**

**6.1 ROYAL COMMISSION INTO INSTITUTIONAL RESPONSES TO CHILD SEX ABUSE**

Gordon MacMille – Director Strategic Coordination and Review  
Department of Local Government, Sport and Cultural Industries

*An apology was received from the presenter prior to the meeting. The presentation will be rescheduled.*

**6.2 INDUSTRY LIQUOR RESTRICTIONS UPDATE**

Martin Pierson-Jones – Divisional President, Australian Hotels Association  
Michael Andrew – Membership and Licensing Manager, Australian Hotels Association  
Peter Peck – Chief Executive Officer, Liquor Stores Association

*Cr Tony Chafer entered the meeting at 4:29pm.*

**7. REPORTS FROM REPRESENTATIVES**

**7.1 REGIONAL DEVELOPMENT AUSTRALIA**

Chris Mitchell

**7.2 KIMBERLEY DEVELOPMENT COMMISSION**

Jeff Gooding

*An apology was received from Jeff Gooding prior to the meeting.*

## 8. REPORTS FROM KIMBERLEY COUNTRY ZONE

### 8.1 STATE COUNCIL MEETING AGENDA AND PRESIDENT'S REPORT SEPTEMBER 2018

<b>LOCATION/ADDRESS:</b>	Kimberley Region
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	KRG01
<b>AUTHOR:</b>	Director Corporate Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	21 August 2018

**SUMMARY:** The State Council Agenda and President's Report for the meeting to be held 7 September 2018 were received on 15 August 2018 and are attached for member consideration. It is important to note that member Council's should consider this item and provide instruction to the Chairperson as delegate to the State Council on matters that have regional significance.

### BACKGROUND

#### Previous Considerations

Nil

### COMMENT

The State Council Agenda and President's Report for the 7 September 2018 meeting is attached for Member consideration.

The State President's Report included coverage of the following:

- Local Government Act Review (detailed in Item 5.1 of the State Council Agenda).
- State Budget Submission – WALGA is preparing a State Government submission for consideration in the 2019-20 State budget process.
- CEDA Community Pulse Research Outcomes, which explores Australians' attitudes to work, education, health, community and the economy, have been released.
- WALGA commends the reinstatement of \$13m funding for the 105 Community Resource Centres across the state after strong representation by WALGA and individual Local Governments.
- An overview of Local Government Week, Honours and Awards.

The following items have been tabled:

Chairperson.....Date.....

5.1 Local Government Act Review

- The Minister for Local Government commenced a review of the Local Government Act with both a community and a Local Government consultation process in 2017.
- WALGA conducted a comprehensive consultation process with member Local Governments, resulting in the adoption of policy positions on the Local Government Act by State Council in December 2017.
- The Minister for Local Government has announced the consultation process (Phase 2) of the Act review process. Phase 2 of the process can include any subject that is worthy of consideration. To commence the process the following topics have been identified;
  1. Role of Local Government
  2. Community Engagement
  3. Integrated Planning and Reporting
  4. Elections
  5. Financial Management (including procurement
  6. Rating
  7. Beneficial Enterprises (Council Controlled Organisations)
  8. Council Meetings
  9. Complaints Management
  10. Local Laws
  11. Administrative
  12. Efficiencies.

The important new dimension to this process, is the State Government intends to introduce a new Local Government Act 2020 which will include the phase 1 amendments to the Local Government Act 1995 and the issues developed in phase 2 of the review process.

*Key Dates*

Sept 2018	Release of Discussion Paper
Oct/Nov 2018	Department to hold forums around the State
7 Dec 2018	Submissions to be finalised
Mid 2019	Drafting of a Green Bill (exposure Bill), Local Government Act 2020.

*Recommendation:**That WALGA:*

1. *Support the policy positions announced by the Minister for Local Government relating to phase 1 of the Local Government Act review process in relation to:*
  - a. *Acceptance and declaration of gifts;*
  - b. *Universal training;*
  - c. *Standards of behaviour;*
  - d. *CEO Recruitment and Performance;*
  - e. *Public notices and access to information; and,*

*f. Administrative efficiencies.*

2. *Seek a formal commitment from the Minister for Local Government that WALGA and Local Government Professionals WA now actively participate in the legislative drafting process to develop the Local Government Amendment Bill relating to Phase 1 of the Review;*
3. *Note the process for Phase 2 of the Act review process and encourage Local Governments and Zones to provide input; and,*
4. *Acknowledge the timely progress of the Local Government Act Review and the Minister for Local Government's ongoing prioritisation of the Review within his portfolio of responsibilities.*

## 5.2 Stop Puppy Farming – Local Government Consultation

- The McGowan Government has committed to introducing laws to:
  - stop puppy farming and the supply chains that support this industry;
  - improve the health and welfare of dogs in Western Australia; and
  - stop the overbreeding of dogs.
- WALGA, together with Local Government Professionals WA, are members of the Ministerial Working Group overseeing the Stop Puppy Farming initiative and have promoted the view that the Local Government sector should be the subject of a consultation process separate to the public consultation process.
- The Government released a public Consultation Paper in May 2018 and in addition prepared a Local Government Consultation Paper and requested WALGA coordinate a sector response.
- WALGA is conducting this consultation process in alignment with the State and Local Government Partnership Agreement.

WALGA received Council-endorsed responses from 25 Local Governments on the Stop Puppy Farming Consultation Paper ;13 from rural and regional Local Governments and 12 from metropolitan Local Governments. The consultation respondents indicated a general willingness that the Local Government sector retain a primary role in dog management and only extend this role to assist in the Stop Puppy Farming initiative where Local Government is the most obvious and capable agency. For this reason, extending the role of Local Government to one of an accreditation and inspection agency for pet shops, rescue organisations and shelters is not supported. The current low level of cost-recovery for dog management remains an issue and will only be exacerbated if not addressed by the introduction of a more realistic fee structure.

In a separate process, the Department of Local Government, Sport and Cultural Industries will soon develop a cost modelling project aimed at collecting current information about the cost to Local Governments to implement the Dog Act and the projected costs associated with implementation of the Stop Puppy Farming initiative.

The feedback provided in both processes will assist to inform the Government on the role of Local Governments support for the implementation of the stop puppy farming initiative, identify resource requirements and cost implications.

*Recommendation:*

*That WALGA:*

1. *Welcomes a cost modelling review of the financial impact on Local Governments of any new legislation to Stop Puppy Farming;*



2. *Acknowledges the benefit of mandatory de-sexing of dogs not used for approved breeding purposes;*
3. *Supports a centralised dog registration system that is developed, operated and maintained by State Government;*
4. *Supports the introduction of compulsory registration of dog breeders;*
5. *Supports appropriate legislative exemptions for livestock working dogs in recognition of their special breeding requirements; and*
6. *Supports the transition of pet shops to adoption centres.*

### 5.3 Interim Submission on Green Paper – Modernising WA’s Planning System: Concepts for a Strategically Led System

- In December 2017, the Minister for Planning commissioned an Independent Team to review the WA planning system. On 25 May 2018, a Green Paper was released to outline possible improvements to the planning system.
- Consultation with all stakeholders, including Local Government, was undertaken in June 2018 to assist in outlining the proposed changes in the Green paper.
- As the deadline for submissions was 20 July 2018, an interim submission was prepared. The interim submission has 16 recommendations that are supported as a ‘Yes’, 41 recommendations that are supported ‘In Part’, 16 recommendations that are referred to as ‘No, Unclear’ and 4 recommendations as a ‘No’ not supported.

The majority of these reforms (74%) stated that support is ‘In Part’ or ‘No, Unclear’ as without the clarity being provided, it is not clear whether the reforms will help to streamline the planning system, or just create another layer to an already complicated system. Other suggestions in the submission also request further clarity on how the proposed reforms are intended to be implemented, as it is critical to understanding whether they are practical improvements.

At the recent July 2018 State Council Meeting, the following resolution was also endorsed:

1. That State Council note the release of the Independent Planning Reform Green Paper and the consultation currently being undertaken with members;
2. That the WALGA interim submission should include that Third Party Appeal Rights for Development Assessment Panel should be addressed in the paper; and
3. That the WALGA interim submission should include that open and transparent Declarations of Interest should be addressed in the paper. (RESOLUTION 86. 5/2018)

#### *Recommendation:*

*That the interim submission to the Independent Planning Reform Team’s Green Paper Modernising WA’s Planning System: Concepts for a strategically-led system, be endorsed.*

### 5.4 Regional Health Services in Western Australia – Survey of Local Governments

- In May 2017 the Murchison Zone requested assistance from WALGA on the matter of staffing arrangements for Regional Health Services. As a result of this request, WALGA staff met with WA Country Health Service (WACHS) and St John Ambulance late in 2017, to ascertain levels of assistance, and future opportunities, from these agencies.

- WALGA met with key stakeholders in December 2017 to determine opportunities to tailor existing and future resources to the needs of communities.
- The issue was brought to the WALGA State Council's Strategic Forum in March 2018 to determine the extent of the issue for Local Governments across Western Australia.
- In May 2018 WALGA conducted the Regional Health Services in Western Australia Survey of Local Governments, receiving a total of 161 responses from 91 Local Governments.
- This report summarises survey findings and makes recommendations for State Council endorsement.
- 

The most predominant themes to emerge from analysis of survey responses were:

1. Workforce challenges in recruiting and retaining doctors, nurses and allied health staff (health professionals).
2. Distance to travel to see a health professional.
3. Access to health professionals (Hours of operation or number of staff providing service).
4. Aged care services for people to stay within their region as they age are limited.

It is apparent from conducting the survey that this is a widespread area of concern for the majority of Western Australian Local Governments. Some Local Governments are procuring the services of doctors and nurses in their communities. Those that do not pay for their wages directly may provide financial incentives or are providing facilities. Local Governments have provided WALGA with specific responses to the concerns around levels of services and service delivery gaps in the regions and some have provided examples of how Local Government are driving solutions to meet needs and service the communities they serve. It is highly apparent that the types of challenges facing regional members are not experienced by their metropolitan counterparts, however this exercise has raised the profile of this important issue across all urban and regional Local Governments. It can be concluded that there is significant work to be done before Local Governments can be confident in the coverage of health services in their communities.

*Recommendation:*

*That the recommendations of the WALGA Regional Health Services in Western Australian Survey of Local Governments be endorsed.*

#### 5.5 WA Foodborne Illness Reduction Strategy

- In May 2018 the Department of Health approached WALGA requesting that State Council endorse the WA Foodborne Illness Reduction Strategy 2018-2021+ (the WA Strategy).
- The WA Strategy was developed concurrently to a national Foodborne Illness Reduction Strategy, with the input of WA Local Governments through early consultation in March 2018, and representation on a Strategy Across-Government Advisory Group.
- The WA Strategy aims to recognise Local Governments' integral role in monitoring food safety across Western Australia's more than 22,000 food businesses. The risk management approach outlined in the WA Strategy supports public health and good economic outcomes for the food industry and government.

- WALGA assisted the Department of Health in seeking feedback from Local Governments on the WA Strategy and Priorities through our communications channels and contact list. Consultation was open for a period of four weeks in July. Consultation sessions with Local Governments were held at the Department of Health and included discussion on the following topics:
  - Key challenges to managing the risks of foodborne illness;
  - Aspects that should be covered by the WA Strategy;
  - Initiatives/activities are already underway in this sector that could contribute to a national strategy;
  - Proposed and additional activities that could be included in a national strategy;
  - How the evidence-base for decision-making could be strengthened;
  - Definition of success of the WA Strategy; and
  - Involvement of the stakeholder group.
- The consultation process resulted in no changes to the WA Strategy and Priorities.

*Recommendation:*

*That the WA Food-borne Illness Reduction Strategy be endorsed.*

#### 5.6 Developing a National Plan on Elder Abuse – Interim Submission

- On 24 February 2016, the Australian Law Reform Commission (ALRC) received Terms of Reference to undertake an inquiry into Protecting the Rights of Older Australians from Abuse. In accordance with the Australian Law Reform Commission Act 1996, the ALRC released the Elder Abuse—A National Legal Response 2, Final Report (ALRC Report 131, 2017).
- The role and responsibility of Local Government in the management and prevention of elder abuse can be defined as:
  - Implement local policies as aligned to State and Commonwealth legislation.
  - Inclusion of National Plan principles in Access and Inclusion, Age Friendly and other localised plans that are reported through the Integrating and Reporting Framework.
  - On the ground supports and responses through community capacity building and cultural change through community awareness initiatives.
- On 27 June 2018, Grahame Searle, Department of Communities, Director General wrote to Cr Lynne Craigie, WALGA President encouraging a submission to be made on behalf of the Local Government sector. Within the given timeframes, WALGA developed a draft submission to inform the sector wide submission. The interim submission was lodged with the Department of Communities on 16 July 2018.

*Recommendation:*

*That the recommendations of the WALGA Developing a National Plan on Elder Abuse – Interim Submission be endorsed.*

#### 5.7 Vehicle Emissions

- In February 2017 the South Metropolitan Zone requested an investigation into vehicle diesel particulate emissions, transport, planning and human health. A report was prepared for the WALGA State Council Infrastructure Policy Team and it was recommended to conduct a broader assessment including the consideration of all vehicle emissions and actions that Local Governments have responsibility for.
- While Local Governments have fleet purchasing policies that consider vehicle emission standards, there is opportunity that Local Governments may compare the output of vehicle emissions during the purchasing of new fleet, in addition to their fleet policies.
- The uptake of electric vehicles has been slow in Australia, however Local Governments may encourage the uptake of electric vehicles to their communities by creating policies or strategies and also considering the installation of supportive infrastructure such as charging stations.

*Recommendation:*

*That WALGA:*

1. *Supports the consideration, where possible, of vehicle emissions during planning, designing and construction of large scale infrastructure projects.*
2. *Supports the consideration of vehicle emissions during the process of purchasing new fleet, in addition to fleet policies.*
3. *Supports the consideration of policies that facilitate the adoption of electric vehicles and electric vehicle charging infrastructure.*
4. *Advocates to the proposed Infrastructure Western Australia body, when it is established by the State Government, to consider vehicle emissions as part of the assessment process and cost-benefit analysis for projects.*
5. *Advocates to Infrastructure Australia to consider vehicle emissions such as particulate matter, other than greenhouse gas emissions, during the assessment of projects.*
5. *Advocates to State Government for the broader implementation of the Department of Water and Environmental Regulation 'CleanRun' roadside emissions monitoring program, as a behaviour change initiative which has the potential to reduce fuel consumption.*

#### 5.8 Interim Submission to the Independent Review of the Strategic Assessment of the Perth and Peel Regions (SAPPR)

This matter has no impact outside of the Perth and Peel regions so detailed information has not been included. Further information can be provided on request. The recommendation was that the interim submission to the Independent Review of the Strategic Assessment of the Perth and Peel Regions be endorsed.

#### 5.9 Interim Submission on Proposed new Biodiversity Conservation Regulations and Ministerial Guidelines

- The Department of Biodiversity, Conservation and Attractions (DBCA) has drafted new Biodiversity Conservation Regulations, which will provide for the licensing and management of activities that affect biodiversity.
- Ministerial Guidelines have also been prepared, which provide detail on the criteria and procedures for the listing of threatened species and ecological communities, other specially protected species, critical habitat and key threatening processes.

- WALGA has prepared a submission to DBCA which supports the draft Biodiversity Conservation Regulations and Ministerial Guidelines, and also makes comment on particular activities and licensing arrangements.

*Recommendation:*

*That WALGA's interim submission to the Department of Biodiversity, Conservation and Attractions supporting the new Biodiversity Conservation Regulations and Ministerial Guidelines be endorsed.*

#### 5.10 2018 WALGA Annual General Meeting

The WALGA Annual General Meeting was held on Wednesday, 1 August 2018 at the Perth Convention and Exhibition Centre with four motions adopted by the meeting;

- Item 4.1 amended the WALGA Constitution and the amendments have now taken effect;
- Items 4.2, 4.3 and 4.4 were also endorsed by the meeting; and be forwarded to the relevant Policy Teams of State Council for action.
- Items 4.2, 4.3 and 4.4 are as follows:

Item 4.2 – Roadside Vegetation: Regulatory Amendments That the Environmental Protection (Clearing of Native Vegetation) Regulations 2004 be amended to permit clearing or reduction of vegetation: 1. Within 30m of all farm driveways/gates/entrances; and, 2. On road bends and intersections obstructing 'line of sight', be cleared.

Item 4.3 – GST Revenue Distribution Share for WA That WALGA adopts a policy and position as the representative of the WA Local Government section to persistently seek and advocate for an increase of the GST distribution share back to Western Australia.

Item 4.4 – Rural, Regional and Remote Community State Government Funding Cuts That WALGA express its deep concern to the WA State Government regarding the continued attack on rural, regional and remote communities in WA through reducing funding to critical services and infrastructure programs, cuts that disproportionately discriminate against already disadvantaged communities across WA.

*Recommendation:*

*That:*

1. *The Motions passed by the 2018 Annual General Meeting be noted; and,*
2. *Items 4.2, 4.3 and 4.4 be forwarded to the relevant State Council Policy Teams for action.*

#### 6.1 State and Local Government Partnership Agreement Update

The State and Local Government Partnership Agreement was signed by the Premier, Minister for Local Government, WALGA President and LG Professionals President, in August 2017. The State Local Government Partnership Agreement Leadership Group comprising the Premier, Treasurer, Minister for Local Government, Minister for Transport; Planning; Lands, WALGA President and LG Professionals Deputy President met in June 2018 and agreed that a Working Group to undertake the business of the Agreement would be established. The Leadership Group issued a Communique outlining issues discussed and action to be taken after their first meeting.

*Recommendation*

*That State Council note the update on the State and Local Government Partnership Agreement.*

### 6.2 Strata Titles Amendment Bill 2018 and the Community Titles Bill 2018

The Strata Titles Amendment Bill 2018 and Community Titles Bill 2018 were introduced to Parliament in June 2018.

#### *Recommendation*

*That State Council note the Introduction to Parliament of the Strata Titles Amendment Bill 2018 and the Community Titles Bill 2018.*

### 6.3 Bicycle Share Schemes

In response to requests from Local Governments in the Perth metropolitan area a discussion paper was developed in relation to bicycle share schemes for the short-term rental of bicycles for local trips. The main issue with dockless bicycle share schemes is that users can park bicycles in any location rather than at designated stations. This has resulted in bicycles obstructing footpaths causing safety issues for other users and dumped in public spaces. Under the Local Government Act 1995, Local Governments can restrict and manage the types of activities permitted in public areas.

#### *Recommendation*

*That State Council note the Bicycle Share Schemes Discussion Paper.*

### 6.4 Report Municipal Waste Advisory Council (MWAC)

- Draft Submission on DoEE Product Stewardship Act Review. The Department of Energy and Environment (DoEE) is currently reviewing the Product Stewardship Act 2011 and the National TV and Computer Recycling Scheme (NTCRS). The Draft Submission emphasises the importance of political will and availability of Government resources to progress Product Stewardship Schemes. The Association has recommended that future Schemes are designed to reflect all objects of the Act, and assign manufacturers, importers, distributors and Arrangements with a financial or physical responsibility for managing actual end-of-life impacts, as opposed to projected end-of-life impacts. The delivery of fewer Schemes that address multiple classes of similar products, could facilitate consistent engagement with the community, Local Government and the resource recovery industry. It is important that end of life recycling/recovery options are made available prior to the release of new products onto the market.
- Draft Submission on DWER Industry Regulation Guide to Licensing. The DWER has released a Draft Industry Regulation Guide to Licencing Part V Environmental Protection Act 1986 which includes information for applicants on the process of preparing, submitting, assessing, and determining applications for works approvals, licences (including amendments and transfers), and registrations of prescribed premises. The main area of concern highlighted in the Submission relates to planning and other approvals that Local Government may issue. The Planning and Development Act 2005 requires planning approval before site works are commenced, therefore Planning and other approvals need to be issued first, then provided to DWER, before a Works Approval is issued. For existing facilities seeking a

licence, they would need to provide planning and other associated approvals prior to a licence being issued.

- ACCC Response to Tyre Stewardship Australia. At the February 2018 MWAC meeting, it was agreed that the Municipal Waste Advisory Council cease to be a member of Tyre Stewardship Australia, pending the outcome of the ACCC Review. The ACCC's decision was to "grant authorisation to Tyre Stewardship Australia (TSA) to allow for the continuation of its revised Tyre Stewardship Scheme (the Scheme) for a further six years until 15 June 2024". The ACCC have put no additional requirements on TSA to ensure that it operates more effectively or addresses issues with end of life tyre management. MWAC concerns with the performance of the Scheme include the Scheme not directly addressing costs to Local Government in responding to illegal dumped tyres or managing end-of-life tyres (recycling and/or disposal) and the Scheme's approach to market development does not guarantee equitable outcomes across Australia, or demand for tyre derived products.

#### *Recommendation*

*That State Council note the resolutions of the Municipal Waste Advisory Council at its 27 June meeting.*

#### Other matters of relevance

Review of the Biosecurity and Agriculture Management Act 2007: Mr Ralph Addis, Director General of the Department of Primary Industries and Regional Development has confirmed that the DPIRD is developing a plan for the review of the BAM Act. He has provided an assurance that the concerns raised by WALGA, particularly in regard to the operation of Recognised Biosecurity Groups (RBGs) are being considered in this process. The Minister will determine the final form of the review following consideration of the plan.

Economic Development: WALGA is working to develop a Framework to guide the economic development activities of Local Governments in Western Australia. The purpose of the Project is to develop a Local Government Economic Development Framework based on current research and practice about the role of local government in economic development and the creation of sustainable communities and develop an ongoing professional.

Shared Services: WALGA has completed a survey of Local Governments to determine the range and structure of shared services across the sector. The survey revealed significant activity across the State and an appetite for more opportunities to collaborate. The results also highlighted the benefits of cooperation, challenges to successful implementation of shared services and key success factors. Work is now underway to develop an online resource of shared services by type and produce some useful governance tools.

#### Templates, tools and training:

- New Communications and Social Media Template Policy and Elected Member Guideline has been prepared to assist Local Governments manage issues in the highly relevant subject of social media use.

- New Good Governance “In Practice” WALGA webpage. This is a new WALGA Governance Subscription webpage, collating access to a range of governance tools and templates.

### Association Honours Program

Cr Chris Mitchell of the Shire of Broome received life membership of WALGA. The full list of those recognised is provided below:

- Life Membership: Cr Karen Chappel, President, Shire of Morawa; Cr Chris Mitchell, Shire of Broome.
- Eminent Service: Cr Lynette Baker, President, Shire of Corrigin; Wade De Campo, ex Shire of Manjimup; Cr Ricky Storer, President, Shire of Koorda; Cr Stephen Strange, President, Shire of Bruce; Ian Cumming, ex Shire of Wagin; Cr Russel Fishwick JP, City of Joondalup.
- Distinguished Officer Awards: Mr Gary Evershed, CEO, Shire of Augusta-Margaret River; Mr Darren Simmons, ex Shire of Irwin.
- Long and Loyal Service: Cr Fran Allan, Shire of Wickepin; Steve Dilley, ex Shire of Donnybrook-Balingup; Cr Ian Goldfinch, Shire of Ravensthorpe; Cr Alison Goode JP, City of Albany; Cr Dianne Kelly, Shire of Cunderdin; Cr Darren Lee, City of Mandurah; Cr Linton Rumble JP, Shire of Ashburton; Cr Dennis Whisson, President, Shire of Cunderdin; Kym Wilkinson, ex Shire of Brookton; Cr Dennis Wood, City of Kwinana.
- Local Government Merit: Cr Leigh Ballard, President, Shire of Narrogin.

### **CONSULTATION**

Nil.

### **STATUTORY ENVIRONMENT**

Nil.

### **POLICY IMPLICATIONS**

Nil.

### **FINANCIAL IMPLICATIONS**

Nil.

### **RISK**

Nil.

### **STRATEGIC IMPLICATIONS**

Nil.

### **VOTING REQUIREMENTS**

Chairperson.....Date.....



*Simple Majority*

**KIMBERLEY ZONE OF WALGA RESOLUTION:**  
**(REPORT RECCOMENDATION)**

*That the Kimberley Zone of WALGA notes the State Council Meeting Agenda and President's Report.*

**Moved:**            *Cr Malcolm Edwards*            **Seconded:**        *Cr David Menzel*

**For: 4**

**Against: 0**

**Attachments**

1. State Council Meeting Agenda
2. President's Report - September 2018

<b>9. REPORTS FROM KIMBERLEY REGIONAL GROUP</b>
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<b>9.1 2018/19 KIMBERLEY REGIONAL GROUP BUDGET - TANAMI ROAD BUSINESS CASE AMENDMENT</b>
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<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RCG01
<b>AUTHOR:</b>	Director Corporate Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	21 August 2018

<b>SUMMARY:</b> This report presents a proposed budget amendment to facilitate the development of a Tanami Road Business Case as requested at the 31 July Kimberley Regional Group meeting.
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**BACKGROUND**Previous Considerations

Kimberley Regional Group Meeting 31 July 2018      Item 9.3

The Draft 2018/19 Kimberley Regional Group (KRG) Budget was presented for adoption at the 31 July 2018 KRG meeting. The following resolution was passed:

<b><u>KIMBERLEY REGIONAL GROUP RESOLUTION:</u></b> <b><u>(REVISED REPORT RECOMMENDATION)</u></b>
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*That the Kimberley Regional Group:*

1. *Endorse the 2018/19 Kimberley Regional Group Budget;*
2. *Support the development of a business case for the Tanami Road; and*
3. *Request the Secretariat provide a proposed budget amendment for the Tanami Road Business Case at the next meeting.*

**Moved:** Geoff Haerewa      **Seconded:** David Menzel

**For: 4 Against: 0**  
**(ABSOLUTE MAJORITY REQUIRED)**

**COMMENT**

Officers have sought indicative costs for the project and based on similar works undertaken recently propose an allocation of \$70,000 from the KRG surplus to fund the initiative. This will reduce the overall KRG surplus from \$218,691 to \$148,691.

The Secretariat will develop a Request for Quote document for advertising and will present a procurement evaluation report and recommendation to Council at a later date.

The Secretariat will investigate grant funding opportunities to allay some or all of the costs associated with the development of the business case.

The group may wish to vary the current executive consultancy contract to facilitate the business case development. ATEA Consulting have experience in the development of infrastructure business cases in the region including the recent finalisation of the Duncan Highway Business Case. ATEA have provided documentation detailing scope of works and estimations based on previous work undertaken for the Shire of Halls Creek.

## **CONSULTATION**

Shire of Halls Creek

## **STATUTORY ENVIRONMENT**

Nil.

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

Should the group support the development of a business case the KRG surplus would be reduced by \$70,000 to \$148,691.

## **RISK**

There is little risk associated with the recommendation to undertake a procurement process to engage a consultant to develop a Business Case for the Tanami Road.

## **STRATEGIC IMPLICATIONS**

Nil.

## **VOTING REQUIREMENTS**

*Simple Majority*

### REPORT RECOMMENDATION:

*That the Kimberley Regional Group:*

- 1. Endorses a \$70,000.00 budget amendment to the Kimberley Regional Group 2018/19 Budget for the development of a Tanami Road business case;*
- 2. Requests the Secretariat undertake a procurement process to source a suitably experienced and qualified consultant to develop a Tanami Road business case; and*
- 3. Requests that following the procurement process the Secretariat present a procurement evaluation report for the groups consideration.*

**KIMBERLEY REGIONAL GROUP RESOLUTION:**

*That the Kimberley Regional Group:*

- 1. Endorses a \$70,000.00 budget amendment to the Kimberley Regional Group 2018/19 Budget for the development of a Tanami Road business case;*
- 2. Request the secretariat liaise with Main Roads to determine the proposed scope of the proposed business case with a report to be presented to the group at a later stage to consider the progress of a Kimberley Regional Group business case.*

*Moved: Cr Malcolm Edwards      Seconded: Cr David Menzel*

*For: 4*

*Against: 0*

**Attachments**

There are no attachments for this report.

**9.2 JOINT KIMBERLEY - NORTHERN TERRITORY FORUM**

<b>LOCATION/ADDRESS:</b>	Kimberley Region
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	KRG01
<b>AUTHOR:</b>	Director Corporate Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	23 August 2018

**SUMMARY:** The Joint Kimberley - Northern Territory Forum is scheduled to be held in Broome on the 3 and 4 December. To enable adequate time for planning and marketing, the following timeframe and themes are provided for the consideration of the members.

**BACKGROUND**Previous Considerations

Nil.

**COMMENT**

The Joint Kimberley - Northern Territory Forum is held annually in December each year and rotates between the two states with the Kimberley Zone responsible in the “even year.” As of the KRG meeting date of 3 September 2018 there will be 91 days to organise the event, market, take bookings and secure registrations.

A review of the two most recent forums was undertaken and the following observations are made.

- There is a very strong representation of government representatives, both at officer level and elected officials with approx. 6% of speakers being from non-government funded, for profit companies.
- The emphasis was on people/organisations working in the NT/Kimberley with limited exploration of global innovations/solutions that could be relevant.
- The promotion was uncompetitive in a crowded event market space.

A more detailed review of the 2016 and 2017 forums are provided as an attachment to this item.

Considerations

The budget allocation for the forum is primarily attributable to travel for members with cost recovery assumed through registration fees. The event would benefit from a “conscious underwriting” of the event as well as identification of anticipated budget surplus or loss. This enables effective allocation of funds for deposits, marketing etc.

A Federal election will be held in 2019, creating a valuable platform for advocacy at the end of 2018.

### Organisational Timeframes

To enable effective marketing normally a minimum of two months would be required with pre-marketing materials being released approximately three months prior to effectively get the event into potential delegate's diaries.

Venues should be confirmed as soon as practicable with venue contracts allowing flexibility in numbers for as long as possible.

Speakers should be contacted as far out from the conference as possible with 3 months seen as being a tight timeframe for securing quality participants in a regional area. The goal is to have some "announceable" speakers and topics two months out from the event.

### Forum Title, Themes and Program

The program should have diversity in both format such as short and long form speakers, panel and feedback sessions and a diversity of speakers to enable a range of perspectives to be represented.

It is common that a title is created for the program – thought starter ideas including:

- Destination 2040
- Unlocking Tomorrow
- Growing North

Themes need to be relevant to the local government priorities, flexible enough to capture the imagination, enable speakers to be sourced and extend delegates from what they know before they come to the forum. The recommended framework for the forum is fairly standard and is articulated in the table below.

Day 1		Day 2	
9:00am	Welcome	9:00am	Welcome
9:15am	Keynote (Prime Minister to be invited)	9:15am	Keynote and panel
9:45am	Keynote	10:30am	Morning Tea
10:30am	Session 1	11:00am	Session 4
12.30pm	Lunch	12.30pm	Lunch
1:30pm	Session 2	1:00pm	Communique agreement (KRG and NT members only)
3:00pm	Afternoon tea	1:30pm	Close
3:30pm	Session 3	2:00pm	Airport transfers
5:00pm	Close of day		
6:30pm	Dinner		

Below are suggested ideas for the program, noting that the concepts are written as "blurbs" to assist with early marketing given the tight timeframes.

*Session 1: Magnetic North – attracting and retaining our people.*

What do we need to have available to create a place that people from around Australia and around the world aspire to live in: jobs, education, culture, housing, aged care, physical and mental health facilities, affordable connectivity with other locations?

This session is based on the concept of Magnet Cities which was put developed by KPMG. Note that this document is 352 pages long and as a result has not been attached to the item however is available online:

<https://assets.kpmg.com/content/dam/kpmg/pdf/2015/03/magnet-cities.pdf>

*Session 2: Weatherproofing the wet season – infrastructure for growth.*

This is based on the idea of access within the region where companies say fly-in-fly-out is necessary because roads are closed for weeks every year and tourism and agriculture are more productive. This session explores the infrastructure required for growth, and how we can make the northern economy buzz 52 weeks a year.

*Session 3: Branding the North*

What are the messages we are sending within Australia and globally? How do we leverage isolation with green credentials to make visiting and doing business not only desirable, but smart?

*Day 2 Keynote and panel – What is the new economy?*

Because of the dynamic nature of this theme it is recommended that a facilitated panel approach is used to unpack innovation, jobs of tomorrow and the impact of technological changes on the region, services and industries.

*Session 4: Partnerships*

Joining together makes us stronger, but competition seems to win funding! How do we make cooperation and collaboration across state borders a priority for decision makers?

*Members Only - Communique Review*

This is a short administrative session for members of the KRG/NT to finalise a communique that can be released to the press on the outcomes.

## **CONSULTATION**

Nil.

## **STATUTORY ENVIRONMENT**

Nil.

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

A conservative budget of \$20,000 expense and \$16,000 income has been allocated to the Joint Kimberley - Northern Territory Forum within the endorsed Kimberley Regional Group 18/19 Budget.

Chairperson.....Date.....

There is a need to understand and accept that in increasing the scope and reach of the event, that the event may incur loss in the initial years. It is anticipated that the new framework may run at a loss of up to \$20,000 in the first year, however this loss will be reduced with a view to it being a cost neutral exercise.

### STRATEGIC IMPLICATIONS

Nil.

### VOTING REQUIREMENTS

*Simple Majority*

#### **KIMBERLEY REGIONAL GROUP RESOLUTION:** **(REPORT RECOMMENDATION)**

*That the Kimberley Regional Group:*

1. *Discuss, refine and adopt the outline program for the Kimberley - Northern Territory Forum in Darwin in December;*
2. *Underwrite deposit and marketing costs for the event based on a budget which returns a deficit of no greater than \$20,000; and*
3. *Authorise the Secretariat to progress the program and invite relevant speakers within the approved framework.*

*Moved: Cr David Menzel      Seconded: Cr Geoff Haerewa*

*For: 4*

*Against: 0*

### Attachments

1. PREVIOUS SCHEDULE AND STRUCTURE OF THE KIMBERLEY NT FORUM



**9.3 REGIONAL WASTE TAG MEETING MINUTES - 23 AUGUST 2018**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RCG01
<b>AUTHOR:</b>	Waste Coordinator
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	29 August 2018

**SUMMARY:** This agenda item provides the minutes from the Kimberley Regional Waste Technical Advisory Group (TAG) meeting held on 23 August 2018.

**BACKGROUND**Previous Considerations**COMMENT**

The Kimberley Regional Waste TAG met on 23 August 2018. Representatives from the Shire of Broome, the Shire of Halls Creek, the Shire of Derby West Kimberley as well as the Kimberley Zone Secretariat were in attendance via teleconference. The Shire of Wyndham East Kimberley was an apology for the meeting.

Items on the agenda included an update on the Kimberley Integrated Waste Project, the upcoming expiry of the regional kerbside waste contract with Toxfree (June 2019), an update on the Kimberley Waste Management Strategy being undertaken by ASK, and the introduction of Debra Goostrey from ATEA. An update from each of the Shire's was also tabled.

A recommendation from the Waste TAG group was to invite waste staff from the regions to attend the next Zone meeting which will be held in Broome in December.

A copy of the meeting minutes is attached for member's information (*refer Attachment 1 – Regional Waste TAG Meeting Minutes – 24 August 2018*).

**CONSULTATION**

All members of the group have been provided with the minutes held.

**STATUTORY ENVIRONMENT**

Nil

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS Nil**

**VOTING REQUIREMENTS**

*Simple Majority*

**KIMBERLEY REGIONAL GROUP RESOLUTION:**  
**(REPORT RECOMMENDATION)**

*That the Kimberley Regional Group:*

1. *Receives the Minutes from the Kimberley Regional Waste Technical Advisory Group Meeting held 23 August 2018; and*
2. *Invites members of the Kimberley Regional Waste Technical Advisory Group to attend the 12 October Joint Kimberley Zone and Kimberley Regional Group Meeting, noting that member Councils will be required to fund all related travel and accommodation costs.*

*Moved: Cr Geoff Haerewa*

*Seconded: Cr David Menzel*

*For: 4*

*Against: 0*

**Attachments**

1. Regional Waste TAG Meeting Minutes - 23 August 2018

**9.4 CONSULTANT REPORT JULY - AUGUST 2018**

<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	KRG01
<b>AUTHOR:</b>	Director Corporate Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	20 August 2018

**SUMMARY:** This report provides an overview of the activity undertaken by the consultant to support the activities of the Zone.

**BACKGROUND**Previous Considerations

Nil.

The Kimberley Zone of WALGA (Zone) and the Kimberley Regional Group (KRG) appointed ATEA Consulting on 22 July 2018 to perform a consultancy Executive Officer role. The Executive Officer consultancy provides the Chairman and members of the Zone and KRG with high level executive support and leads the development of projects derived from the KRG Strategic Community Plan and Regional Business Plan.

As a guide it is estimated that the annual requirement to perform this function is approximately 520 hours (65 days, 13 weeks). There will likely be a requirement to extend hours given the current and expected workload.

Additional to the Executive Officer requirements there may be an administrative component of work relating to the development of business documents such as agendas and minutes, along with works required to coordinate the various meetings of the Zone and KRG. It is estimated that the annual requirement to perform this administrative function is approximately 176 hours (22 days, 4.5 weeks). Again, there may be a requirement to extend hours dependant on workload.

**COMMENT**

This report provides an overview of the activities undertaken by ATEA Consulting in the period to 21 August 2018.

ActivitiesEstablishment Phase

As with all contracts the initial phase is dominated by review of activity to date and the establishment of protocols and internal relationships. This phase is anticipated to conclude by the end of August which will see an increase in the allocation of hours to projects and specific actions.

Strategic Plan Review

Chairperson.....Date.....

Nearly 20% of hours have been spent on the strategic review as this is seen to be a critical success factor. This activity underpins the strategic planning review session on 3 September and has included analysis of member strategic plans with a gap analysis against the KRG Strategic Community Plan and Regional Business Plan, data review and environmental scan.

#### *Kimberley Regional Waste Plan Review*

A review of the Kimberley Regional Waste Plan has been conducted with a clear need established to link the strategic infrastructure required across the Kimberley to the operational matters which were the focus when the plan was prepared in 2009. Several meetings on this project were held with staff in the Shire of Broome with attendance at the Waste TAG scheduled.

#### *Alcohol Restrictions*

ATEA Consulting undertook a review of the letter to the Hon Alannah MacTiernan and the draft submission to the Department of Racing Gaming and Liquor and continues to work with the Shire of Broome to progress the matter.

#### *Forums*

Two forums are scheduled to be held in the next twelve months being:

- Kimberley Northern Territory Forum (December 2018); and
- Kimberley Pilbara Forum (March 2019).

Work has been undertaken to prepare a draft program for the December event with contact made with the Pilbara Regional Council in relation to the March event. The initial theming and structure are provided in the Agenda for the KRG meeting.

#### *Meetings*

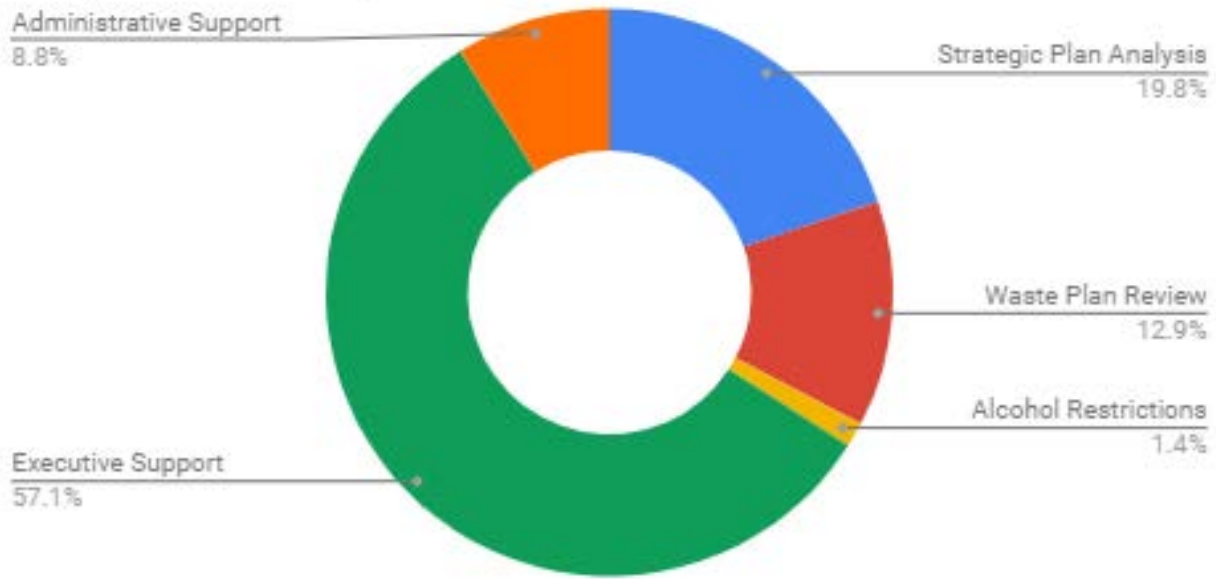
Meetings have been exclusively internal at this time due to the early stage of the contract. It would be anticipated that advocacy-based meetings will commence later in September, noting that a communications strategy, including a hierarchy that clearly articulates who should attend specific meeting typologies, should be established to streamline the advocacy process.

#### *Hours*

An electronic timesheet has been established with a dashboard that allows for real time monitoring of time allocations. The establishment phase of the contract is clearly visible in the data with specific project work comprising 34% of activity. The proportion of time allocated to project work is anticipated to rise as the contract establishment phase concludes. At the time of writing the Executive Support hours allocated to the contract were in surplus by 2.5hrs with the Administrative Support in surplus by 23hrs. The major driver for the low uptake of Administrative Support hours is that system access to the agenda software has not been achieved although access to SharePoint has now been established.

<b>Project</b>	<b>Total</b>
Strategic Plan Analysis	19:57
Waste Plan Review	12:58
Alcohol Restrictions	1:26
Executive Support	57:35
Administrative Support	8:52

# Project Time Inputs



## CONSULTATION

Nil

## STATUTORY ENVIRONMENT

Nil

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Nil

## STRATEGIC IMPLICATIONS

Nil

## VOTING REQUIREMENTS

*Simple Majority*

**KIMBERLEY REGIONAL GROUP RESOLUTION**  
**(REPORT RECOMMENDATION)**

*That the Kimberley Regional Group notes the Executive Consultant Report for July - August 2018.*

**Moved:** Cr Geoff Haerewa

**Seconded:**

Cr Malcolm Edwards

***For: 4***

***Against: 0***

**Attachments**

Nil

**10. CORRESPONDENCE**

Nil.

**11. GENERAL BUSINESS**

1. Cr Malcolm Edwards advised that the Corruption and Crime Commission had released its recommendation report into the Shire of Halls Creek.
2. Cr David Menzel requested that the group formalise meeting protocols to ensure presentations and reports remained confidential are were not compromised. The secretariat will develop formal presentation procedures to ensure that confidentiality is maintained and appropriate participants are involved.

**12. MEETING CLOSURE**

The Chair declared the meeting closed at 5:16pm.