



Peel Zone

Minutes

28 November 2019

Peel Zone

Hosted by the Shire of Murray

1915 Pinjarra Road, Pinjarra – Phone 9531 777

Thursday 28 November 2019, commenced at 2:10 pm.

Minutes

MEMBERS

2 Voting Delegates from each Member Council

Shire of Boddington	President Rod McSwain
City of Mandurah	Mayor Rhys Williams Mr Mark Newman, Chief Executive Officer
Shire of Murray	President David Bolt Cr Steve Lee Mr Dean Unsworth, Chief Executive Officer non-voting delegate
Shire Serpentine Jarrahdale	President Michelle Rich Cr Lauren Strange Mr Paul Martin, Chief Executive Officer non-voting delegate
Shire of Waroona	President Michael Walmsley Cr Naomi Purcell Mr Dean Unsworth, Chief Executive Officer non-voting delegate
WALGA Representatives	Mr Nick Sloan, Chief Executive Officer Ms Vanessa Jackson, Policy Manager Planning & Improvement
Guest Speakers	Caroline Spencer, Auditor General, Office of the Auditor General for WA Adam Dias, Associate Director, Office of the Auditor General for WA

APOLOGIES

Shire of Boddington	Cr Garry Ventris
Shire of Boddington	Mr Chris Littlemore, Chief Executive Officer non-voting delegate
Shire of Murray	Cr Douglas McLarty
City of Mandurah	Cr Caroline Knight
Guest Speaker	Laura Rowen, Lifeline
DLGSC Representative	Ms Jodie Holbrook

Table of Contents

1.	ELECTIONS	4
1.1	Elections of Chair and Deputy Chair of the Peel Country Zone	4
1.2	Elections of State Council Representatives and Deputy State Council Representatives to the Peel Country Zone	5
2.	DEPUTATIONS	5
2.1	Lifeline WA Services	5
2.2	Office of the Auditor General.....	5
3.	CONFIRMATION OF MINUTES	6
4.	DECLARATION OF INTEREST	6
5.	BUSINESS ARISING	6
6.	STATE COUNCIL AGENDA - MATTERS FOR DECISION	6
	Items 5.1, 5.2, 5.4, 5.7, 5.8, 5.9, 5.10, 5.11, 5.12, 5.13, 5.14, 5.15, 5.16 & 5.17	6
	Item 5.3 Mandatory Code of Conduct for Council.....	6
	Item 5.5 Local Government Financial Ratios.....	7
	Item 5.6 Local Government Audits	7
7.	REPORTS FROM MEMBER COUNCILS	8
8.	GENERAL BUSINESS	8
8.1	Proposed Meeting Dates 2020 – Peel Country Zone.....	8
8.2	Proposed alternative to the CA07 Restricted Access Vehicle Operating Condition	8
8.3	Department of Local Government, Sport and Cultural Industries – Zone Attendance.....	9
9.	EXECUTIVE REPORTS	10
9.1	WALGA President’s Report.....	10
9.2	State Councillor’s report to the Zone.....	10
9.3	Department of Local Government, Sport and Cultural Industries Representative Update Report.	10
10.	DATE, TIME AND PLACE OF NEXT MEETING	10
11.	CLOSURE	10

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.

Acknowledgement of Country All attendees acknowledged the traditional owners of the land that the meeting is held on and paying respects to Elders past, present and future.

ATTACHMENTS WITHIN THE AGENDA

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

1. ELECTIONS

1.1 Elections of Chair and Deputy Chair of the Peel Country Zone

Pursuant to the WALGA Constitution, the Secretariat shall assume the Chair for conducting the election of office bearers. Guidelines for elections were distributed to Member Councils as an attachment to a letter dated 18 October 2019. The election for the Chairperson and Deputy Chairperson shall be conducted and the term set at two years expiring in November 2021, in line with the terms of State Council representatives and in sync with Local Government Elections.

Zone Chair

No written nominations were received for the position of Chairperson. Nominations for Chairperson were called from the floor. One nomination was received.

- President Michelle Rich Shire of Serpentine Jarrahdale

DECLARATION

That President Michelle Rich be elected as Chairperson of the Peel Zone for the term of 2 years, December 2019 to December 2021.

Deputy Zone Chair

The following nomination was received for the position of Deputy Chair for 2 years, November 2019 to November 2021.

- Mayor Rhys Williams City of Mandurah

DECLARATION

That Mayor Rhys Williams, be elected as Deputy Chairperson of the Peel Country Zone for the term of 2 year, November 2019 to November 2021.

1.2 Elections of State Council Representatives and Deputy State Council Representatives to the Peel Country Zone

Pursuant to the WALGA Constitution, the Secretariat shall assume the Chair for conducting the election of representatives and deputy representatives to the State Council.

Guidelines for elections were distributed to Member Councils as an attachment to a letter dated 18 October 2019. WALGA incorporates a 24 members State Council with its members derived from Metropolitan and Country Zones. The State Council is chaired by the Association President.

In accordance with sub-clause 9(3) of the WALGA Constitution representatives and deputy representatives to the State Council shall be elected by Zones of the Metropolitan and Country constituencies for two (2) year terms, commencing from the Ordinary Meeting of State Council in December 2019 and concluding at the Ordinary Meeting of State Council two years later.

For the Peel Country Zone, there is one (1) representative position on State Council and one (1) deputy representative positions. The term is from the Ordinary Meeting of State Council in December 2019 and concluding at the Ordinary Meeting of State Council in December 2021.

State Councillor

No written nominations were received for the position of State Council Representative. Nominations for State Council Representative were called from the floor. One nomination was received for the position.

- President Michelle Rich Shire of Serpentine Jarrahdale

DECLARATION

That President Michelle Rich be elected as State Council Representatives of the Peel Country Zone to the State Council for the term of 2 years, December 2019 to December 2021.

Deputy State Councillor

The following written nomination was received for the position of Deputy State Council Representative.

- Mayor Rhys Williams City of Mandurah

DECLARATION

That Mayor Rhys Williams be elected as Deputy State Council Representatives of the Peel Country Zone to the State Council for the term of 2 years, December 2019 to December 2021.

2. DEPUTATIONS

2.1 Lifeline WA Services

Laura Rowen from Lifeline was an apology and will aim to present to the Zone in 2020.

2.2 Office of the Auditor General

Caroline Spencer, Auditor General, from the Office of the Auditor General for Western Australian presented to the Zone to provide an update on Local Government auditing.

A PowerPoint presentation was provided to the attendees, and members discussed a range of issues relating to the auditing processes and projects.

President Walmsley left at 3.12pm.

3. CONFIRMATION OF MINUTES

RESOLUTION

Moved: Mr Mark Newman
Seconded: Mayor Rhys Williams

That the Minutes of the meeting of the Peel Zone held on 29 August 2019 confirmed as a true and accurate record of the proceedings, with the minor amendment that Mark Newman was a voting delegate at that meeting.

4. DECLARATION OF INTEREST

Nil.

5. BUSINESS ARISING

A Status Report outlining the actions taken on the Zone's resolutions were noted.

Noted

6. STATE COUNCIL AGENDA - MATTERS FOR DECISION

<https://walga.asn.au/getattachment/02b85870-f169-4119-b41c-d388071d8dbc/Agenda-State-Council-4-December-2019.pdf>

Items 5.1, 5.2, 5.4, 5.7, 5.8, 5.9, 5.10, 5.11, 5.12, 5.13, 5.14, 5.15, 5.16 & 5.17

RESOLUTION

Moved: Mr Mark Newman
Seconded: President David Bolt

That the State Council Agenda items for Decision Items 5.1, 5.2, 5.4, 5.7, 5.8, 5.9, 5.10, 5.11, 5.12, 5.13, 5.14, 5.15, 5.16 & 5.17 are endorsed en bloc.

CARRIED

Item 5.3 Mandatory Code of Conduct for Council

Item discussed by members and an additional Recommendation was proposed.

2 (c) Complaint Process

Develop a compliant process that is carried out by DLGSC or another party (which must be external of the local government). For any breach of the Code (being part b or part c) and where the Council, Mayor/President or CEO are not the decision makers in determining whether the breach has or has not occurred and/or whether any action is required.

RESOLUTION

Moved: Mr Mark Newman
Seconded: Cr Steve Lee

That the recommendation of Item 5.3 is endorsed subject to the additional recommendation: -
2 (c) Complaint Process

Develop a compliant process that is carried out by DLGSC or another party (which must be external of the local government). For any breach of the Code (being part b or part c) and where the Council, Mayor/President or CEO are not the decision makers in determining whether the breach has or has not occurred and/or whether any action is required.

CARRIED

Item 5.5 Local Government Financial Ratios

Discussion on the item and whether it was appropriate to make a recommendation on this matter, and whether further discussion with the sector should occur first. New recommendation proposed.

RESOLUTION

Moved: President David Bolt
Seconded: Mayor Rhys Williams

That the item be deferred and that WALGA form a sector reference group to further review the ratios and provide recommendations to the March 2020 State Council meeting.

CARRIED

Item 5.6 Local Government Audits

Costs for the Local Government sector discussed, aware that there are more cost imposts being placed on the local government sector.

New recommendation proposed

1. That WALGA write to the Office of the Auditor General (OAG) advising of the cost increases to the Local Government sector in respect to financial audits over the first 2 years of the OAG audits and request:
 - a) Constraint on the audit cost increases in the future
 - b) Information in relation to the additional scope, testing and review requirements under the OAG in order for local governments to understand the increase in costs.
2. Write to the Minister for Local Government seeking formal commitment that Performance Audits carried out by the Office of the Auditor General are the responsibility of the State.

RESOLUTION

Moved: Mr Mark Newman
Seconded: Cr Lauren Strange

That the recommendation be endorsed subject to an additional point: -

1. That WALGA write to the Office of the Auditor General (OAG) advising of the cost increases to the Local Government sector in respect to financial audits over the first 2 years of the OAG audits and request:
 - a) Constraint on the audit cost increases in the future
 - b) Information in relation to the additional scope, testing and review requirements under the OAG in order for local governments to understand the increase in costs.
2. Write to the Minister for Local Government seeking formal commitment that Performance Audits carried out by the Office of the Auditor General are the responsibility of the State.

CARRIED

Mayor Rhys Williams left at 3.36pm

7. REPORTS FROM MEMBER COUNCILS

Shire of Murray are holding a series of training sessions within the region in 2020 and encourage other elected members from the region to attend to save travel and money. Information will be circulated.

11 December 2019 – CEO recruitment training is being held in Serpentine Jarrahdale, if others are also interested in the training. Information will be circulated.

8. GENERAL BUSINESS

8.1 Proposed Meeting Dates 2020 – Peel Country Zone

By Chantelle O'Brien, Executive Officer

BACKGROUND

A schedule of the proposed meeting dates for the Peel Country Zone 2020 has been prepared and is set out below. The dates have been set to coincide with the WALGA State Council meetings. The proposed meeting dates for the Peel Country Zone for 2020 require adoption by delegates. As with previous years, the venue for each meeting has been rotated amongst Members.

NOTICE OF MEETINGS PEEL ZONE 2020

Zone Meeting Dates	Time	HOST COUNCIL	State Council Meeting Dates 2020
27 February	Thursday 2pm	Shire of Serpentine Jarrahdale	Wednesday 4 March 2020
30 April	Thursday 2pm	City of Waroona	Wednesday 6 May 2020
25 June	Thursday 2pm	Shire of Boddington	Wednesday 1 July 2020
27 August	Thursday 2pm	City of Mandurah	Regional Meeting 3-4 September 2020
26 November	Thursday 2pm	Shire of Murray	Wednesday 2 December 2020

RESOLUTION

Moved Cr Lauren Strange
Seconded Cr Steve Lee

That the 2020 proposed schedule of meetings for the Peel Country Zone are adopted.

CARRIED

8.2 Proposed alternative to the CA07 Restricted Access Vehicle Operating Condition

Background

At the December 2018 meeting State Council resolved that WALGA:

1. Opposes withdrawal of the "Letter of Approval" Restricted Access Vehicle Operating Condition until an acceptable alternative to Local Government is developed;
2. Supports the position that Local Governments not use provision of the Letter of Authority to charge transport operators to access the Restricted Access Vehicle network;

3. Supports the development of standard administrative procedures including fees and letter formats;
4. Supports the practice of Local Governments negotiating maintenance agreements with freight owners/generators in cases where the operations are predicted to cause extraordinary road damage as determined by the Local Government; and
5. Advocates to Main Roads to establish a stakeholder working group to develop an appropriate mechanism through which the increased infrastructure costs from the use of heavy vehicles and those loaded in excess of limits (concessional loading) can be recovered from those benefiting, and redirected into the cost of road maintenance.

Comment

Main Roads are proposing an alternative to the CA07 condition which will replace the condition with a notification process. They are presenting the proposal to all Regional Road Groups and have requested Local Governments provide feedback through an online survey. WALGA is establishing a stake holder working group to advise if the proposal is “an acceptable alternative”, or to recommend amendments to Main Roads WA and to advise a policy position for State Council consideration. In accordance with the State Council resolution each Zone is invited to nominate a representative to serve on the Group.

Please supply name and contact details before Wednesday, 4 December 2019 to Audra de Pina, Administration Officer, Infrastructure, on (08) 9213 2059 or email AdePina@walga.asn.au. For further information please contact Mark Bondiotti on 9213 2040 or email mbondiotti@walga.asn.au.

RESOLUTION

Moved: Cr Naomi Purcell
Seconded: President David Bolt

That the Peel Country Zone appoints President Michelle Rich to be its representative on the CA07 Restricted Access Vehicle Operating Condition.

CARRIED

8.3 Department of Local Government, Sport and Cultural Industries – Zone Attendance

By Chantelle O'Brien, Zone Executive Officer

BACKGROUND

To continue with the Department of Local Government, Sport and Cultural Industries involvement with WALGA Zone meetings, a letter of correspondence has been received from the Zone Executive Officer to request a presentation at a future 2020 Zone meeting. Requesting for the Zone to consider providing feedback prior to each future meeting as to what topics that Zone would like to hear about.

A representative would then attend the next meeting and allow for a 10 minutes presentation to update the Zone on key issues and opportunities for the Zone as well as responses to the topics that the Zone has requested.

This will assist in keeping the topics responsive and relevant to the Zone and allowing time at each Zone meeting for a brief update and question time.

RESOLUTION

Moved: Cr Steve Lee
Seconded: Cr Lauren Strange

That:

- 1. A Representative from the Department of Local Government, Sport and Cultural Industries attend the March 2020 Zone meeting and provide a 20 minutes presentation on relevant key projects;**
- 2. A Representative from the Department of Local Government continue to attend the Zone meetings and provide a 10 minutes presentation on matters of interest at every meeting;**
- 3. The Zone delegates provide topics of interest to the Zone Executive Officer prior to each meeting Agenda deadline to allow the Department to source information as required for the next meeting.**

CARRIED

9. EXECUTIVE REPORTS

9.1 WALGA President's Report

The State Council representative or WALGA representative presented the President's Report. Report was distributed with the Agenda.

Noted

9.2 State Councillor's report to the Zone

WALGA State Councillor presented on the previous State Council meeting in Shark Bay in September. Discussions on the disconnection between the regions and the metropolitan regions on funding arrangements. Nominations for the Policy Forums will be called for the next State Council meeting on the 4 December, discussion on the most appropriate Policy Forum for the Peel State Councillor to be represented on. Members considered that the Environment and Waste Policy Forum may be the best fit for the Peel region.

Noted

NB: Include a new Agenda Item to be included as a standing item for the Zone to discuss the key issues for the Peel region and the Environment and Waste Policy Forum matters.

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

Department of Local Government, Sport and Cultural Industries representative was unable to attend, please refer to the following link - [Zone Update from DLGSC](#)

Noted

10. DATE, TIME AND PLACE OF NEXT MEETING

That the next ordinary meeting of the Peel Zone will be held on Thursday, 27 February 2020 at the Shire of Serpentine Jarrahdale, commencing at 2pm.

11. CLOSURE

There being no further business the Chair declared the meeting closed at 3.58pm.