



# Pilbara Country Zone

## Minutes

25 November 2019

# Pilbara Country Zone

Held via Teleconference

Phone Number: 1800 064 278

PIN: 2156 6938

Monday 25 November 2019, commenced at 12:00 pm

## Agenda

### MEMBERS

### 2 Voting Delegates from each Member Council

City of Karratha

Mayor Peter Long

Mr Chris Adams, Chief Executive Officer non-voting delegate

Town of Port Hedland

Commissioner Fred Riebeling

Mr David Pentz, Chief Executive Officer

Shire of East Pilbara

President Lynne Craigie OAM

Cr Anthony Middleton

Mr Jeremy Edwards, Chief Executive Officer non-voting delegate

Shire of Ashburton

Cr Peter Foster

Cr Linton Rumble

Mr Steve Deckert, Acting Chief Executive Officer non-voting delegate

WALGA Secretariat

Tony Brown, Executive Manager Governance and Organisational Services

Chantelle O'Brien, Governance Support Officer

DLGSC Representative

Guest Speakers

Nil

### APOLOGIES

Shire of Ashburton

President Kerry White

City of Karratha

Cr Daniel Scott

---

## Contents

---

<b>1.</b>	<b>ELECTIONS .....</b>	<b>4</b>
1.1	Elections of Chair and Deputy Chair of the Pilbara Country Zone .....	4
1.2	Elections of State Council Representatives and Deputy State Council Representatives to the Pilbara Country Zone .....	5
<b>2.</b>	<b>DEPUTATIONS .....</b>	<b>6</b>
<b>3.</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>6</b>
<b>4.</b>	<b>DECLARATION OF INTEREST .....</b>	<b>6</b>
<b>5.</b>	<b>BUSINESS ARISING .....</b>	<b>6</b>
<b>6.</b>	<b>BUSINESS .....</b>	<b>6</b>
6.1	Overview of Zone Role .....	6
6.2	Proposed Meeting Dates 2020 – Pilbara Country Zone .....	8
6.3	Proposed alternative to the CA07 Restricted Access Vehicle Operating Condition .....	9
6.4	Department of Local Government, Sport and Cultural Industries – Zone Attendance .....	10
<b>7.</b>	<b>STATE COUNCIL AGENDA - MATTERS FOR DECISION .....</b>	<b>10</b>
<b>8.</b>	<b>OTHER BUSINESS .....</b>	<b>12</b>
<b>9.</b>	<b>EXECUTIVE REPORTS .....</b>	<b>12</b>
9.1	President’s Report to the Zone .....	12
9.2	State Councillor’s report to the Zone .....	13
9.3	Department of Local Government, Sport and Cultural Industries Representative Update Report .....	13
<b>10.</b>	<b>DATE, TIME AND PLACE OF NEXT MEETING .....</b>	<b>13</b>
<b>11.</b>	<b>CLOSURE .....</b>	<b>13</b>

## **ANNOUNCEMENTS**

Zone Delegates are 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 are emailed 7 days prior to the meeting date to your Council for distribution to Zone Delegates.

Confirmation of Attendance an attendance sheet will be circulated prior to the commencement of the meeting. Please register your attendance by printing your name against your Council on the attendance sheet.

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

## **ATTACHMENTS WITH THE AGENDA**

1. President's Report

## **MOTION**

**That the Pilbara Country Zone allow additional nominations for all Elections to be accepted from the floor**

**Moved: Mayor Peter Long**

**Seconded: Commissioner Fred Riebeling**

**THE MOTION WAS PUT AND CARRIED**

---

## **1. ELECTIONS**

---

---

### **1.1 Elections of Chair and Deputy Chair of the Pilbara Country Zone**

---

Pursuant to the WALGA Constitution, the Secretariat assumed the Chair for conducting the election of office bearers.

Guidelines for elections were distributed to Member Councils as an attachment to a letter dated 22 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.

The following nominations were received for the position of Chair for 2 years, November 2019 to November 2021.

- Cr Peter Foster            Shire of Ashburton
- Mayor Peter Long        City of Karratha

An election was conducted via SMS. Only voting delegates were eligible to vote. Information on voting was provided at the meeting.

## **DECLARATION**

**That Mayor Peter Long be elected as Chairperson of the Pilbara Country Zone for the term of 2 years, November 2019 to November 2021.**

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

- Commissioner Fred Riebeling                      Town of Port Hedland
- Cr Peter Foster                                              Shire of Ashburton

## **DECLARATION**

**That That Cr Peter Foster be elected as Deputy Chairperson of the Pilbara 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 Pilbara 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 22 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 Pilbara Country Zone, there is one (1) representative positions 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.

The following nominations were received for the position of State Council Representative:

- Cr Peter Foster                                              Shire of Ashburton
- Commissioner Fred Riebeling                      Town of Port Hedland
- Mayor Peter Long                                              City of Karratha

In accordance with the guidelines endorsed by State Council, candidates were afforded the opportunity to make a 2 minute election bid prior to the secret ballot being taken.

An election was conducted via SMS. Only voting delegates were eligible to vote. Information on voting was provided at the meeting.

## **DECLARATION**

**That:**

- **Mayor Peter Long                                              City of Karratha**

**be elected as State Council Representative of the Pilbara Country Zone to the State Council for the term of 2 years, December 2019 to December 2021.**

The following nominations were received for the position of Deputy State Council Representative.

- Commissioner Fed Riebeling                      Town of Port Hedland
- Cr Peter Foster                                              Shire of Ashburton

## **DECLARATION**

**That:**

- Cr Peter Foster                                              Shire of Ashburton

**be elected as Deputy State Council Representative of the Pilbara Country Zone to the State Council for the term of 2 years, December 2019 to December 2021.**

---

## **2. DEPUTATIONS**

---

Nil

---

## **3. CONFIRMATION OF MINUTES**

---

**Not applicable for this meeting.**

---

## **4. DECLARATION OF INTEREST**

---

Pursuant to our Code of Conduct, Councillors 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.

---

## **5. BUSINESS ARISING**

---

Nil

---

## **6. BUSINESS**

---

### **6.1 Overview of Zone Role**

---

*By Tony Brown*

State Councillors are elected to State Council from one of 17 Zones, which are groupings of Local Governments convened together on the basis of population, commonalities of interest and geographical alignment.

The relationship between State Council and Zones within the Western Australian Local Government Association is a critical one in the political representation of Local Government at the State and Federal levels.

Zones have an integral role in shaping the political and strategic direction of WALGA. Not only are Zones responsible for bringing relevant local and regional issues to the State decision making table, they are a key player in developing policy and legislative initiatives for Local Government.

WALGA's Constitution outlines that the functions of Zones are to:

- Elect one or more State Councillors;
- Consider the State Council agenda;
- Provide direction and feedback to their State Councillor; and,
- Any other function deemed appropriate by the Zone.

Additional activities undertaken by Zones include:

- Developing and advocating on positions on regional issues affecting Local Government;
- Progressing regional Local Government initiatives;
- Identifying relevant issues for action by WALGA;
- Networking and information sharing; and,
- Contributing to policy development through policy forums and other channels.

Zones provide input into State Council's advocacy agenda in two critical ways: by passing resolutions on items contained in the State Council agenda, and by generating new agenda items for consideration by State Council.

### **Zone Motions**

To generate new agenda items for consideration by State Council, a Zone may pass a resolution requesting that WALGA take action. For example, a Zone motion may request WALGA to investigate an issue, undertake advocacy, or develop policy.

It is best practice that Zone motions are submitted with the backing of a resolution of Council; however, as Zones are self-governing and autonomous, individual Zone delegates may submit motions for the Zone to consider.

It is recommended that the Zone be advised whether a motion to be considered has been endorsed by Council, or has been submitted by an individual Zone delegate.

### **Role of Zone Delegates**

Zone delegates are elected or appointed to represent their Council on the Zone and make decisions on their Council's behalf at the regional level.

In fulfilling their role as Council's delegate, the Zone delegate should give regard to their Council's positions on policy issues.

There is also an expectation that Zone delegates will report back to their Council about decisions made by the Zone.

### **Noted**

---

## 6.2 Proposed Meeting Dates 2020 – Pilbara Country Zone

---

By Chantelle O'Brien, Executive Officer

### BACKGROUND

A schedule of the proposed meeting dates for the Pilbara 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 Pilbara Country Zone for 2020 require adoption by delegates.

As it has been some time since the last meeting of the Pilbara Country Zone, delegates may want to consider the location for the 2020 Zone meeting schedule. It may be that the meetings are in one central location each time, or delegates may want to rotate each venue around each of the Member Local Governments. This is similar to what other Zones currently do.

NOTICE OF MEETINGS  
PILBARA COUNTRY ZONE MEETING  
2020

Zone Meeting Dates Monday	Time	HOST COUNCIL	State Council Meeting Date 2020
<b>24 February</b>	Monday 10.00 am		Wednesday 4 March 2020
<b>27 April</b>	Monday 10.00 am		Wednesday 6 May 2020
<b>22 June</b>	Monday 10.00 am		Wednesday 1 July 2020
<b>24 August</b>	Monday 10.00 am		Regional Meeting 3-4 September 2020
<b>23 November</b>	Monday 10.00 am		Wednesday 2 December 2020

### RESOLUTION

**Moved: Cr Lynne Craigie**

**Seconded: Cr Peter Foster**

**That**

- 1. The 2020 proposed dates of meetings for the Pilbara Country Zone be adopted.**
- 2. The Pilbara Country Zone's next meeting location and commencement time be determined at each meeting.**

**CARRIED**



---

## 6.3 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](mailto:AdePina@walga.asn.au)

For further information please contact Mark Bondiotti on 9213 2040 or email [mbondiotti@walga.asn.au](mailto:mbondiotti@walga.asn.au)

### RESOLUTION

**Moved:** Mayor Peter Long  
**Seconded:** Cr Peter Foster

**That the Pilbara Country Zone appoints Cr Lynne Craigie to be its representative on the CA07 Restricted Access Vehicle Operating Condition.**

**CARRIED**

---

## 6.4 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:** Mayor Peter Long  
**Seconded:** Cr Lynne Craigie

**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 each 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**

---

## 7. 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)*

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

---

**Item**

---

## RESOLUTION

Moved: Cr Peter Foster  
Seconded: Cr Lynne Craigie

That the Pilbara Country Zone endorse Items 5.1 to 5.17 of the State Council Agenda subject to the following amendments.

### State Council Agenda Item 5.1

#### Amendment to the WALGA Recommendation as underlined

That WALGA's submission to the State Government in advance of the 2020-21 Budget be endorsed, subject to an additional request be added to the submission requesting more funding be provided to those Local Governments with coastal erosion issues.

### State Council Agenda Item 5.5

#### Amendment to point c) be added to the WALGA Recommendation

- 1) That WALGA advocate to the Minister for Local Government to amend the Local Government Financial Management Regulations to provide for the following ratios;
  - a. Operating Surplus Ratio
  - b. Debt Service Coverage Ratio
  - c. Asset Sustainability Ratio
  - d. Current Ratio
  - e. Net Financial Liabilities Ratio
- 2) The recommended indicators to the financial ratios be referred to the Department of Local Government, Sport and Cultural Industries and the Office of the Auditor General for consideration;
  - a) **Operating Surplus Ratio** A key indicator of a Local Government's financial performance is the Operating Surplus relative to the operating revenues. Advanced is 15% or above.
  - b) **Debt Service Coverage Ratio** A Local Government's ability to service debt is measured by the "Debt Service Cover Ratio". This is the measurement of a local government's ability to produce enough cash to cover its debt payments. A Basic standard is achieved if the ratio is greater than or equal to 2. An Advanced standard is achieved if the ratio is greater than 5.
  - c) **Asset Sustainability Ratio** Measures capital expenditure on renewal or replacement of assets, relative to depreciation expense. Standard is met if the ratio can be measured and is 90% (or 0.90) Standard is improving if this ratio is between 90% and 110% (or 0.90 and 1.10).
    - i. A relevant modified formula to be considered in regard to asset sustainability for Local Government owned assets.
  - d) **Current Ratio** Liquidity refers to how quickly and cheaply an asset can be converted into cash. A Local Government's liquidity is measured by the "Current Ratio". This ratio provides information on the ability of a Local Government to meet its short-term financial obligations out of unrestricted current assets. Standard is met if the ratio can

be measured and is at least 90%. Standard is improving if this ratio is between 90% and 110%.

- e) **Net Financial Liabilities Ratio** An indicator of the extent to which the net financial liabilities of a Local Government can be serviced by its operating revenues. Target < 60% per annum.

#### State Council Agenda Item 5.6

##### Point 3 be added to the recommendation

That WALGA;

- 1) 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 OAG audits and request constraint on audit cost increases in the future.
- 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 Government.
- 3) That the issue regarding the timing and the costs of the Auditor General's audit imposed on Local Government's be considered.

#### State Council Agenda Item 5.8

##### Zone Supports WALGA Recommendation

That WALGA advocate to the Minister for Planning, that the composition of Development Assessment Panels (DAPs) be modified to provide equal representation of technical advice and local knowledge, in accordance with the original objectives of the DAP system to enhance the decision making process by improving the balance of experts.

**CARRIED**

Town of Port Hedland requested that it be noted they do not support WALGA Recommendation 5.8

---

#### **8. OTHER BUSINESS**

---

Nil

---

#### **9. EXECUTIVE REPORTS**

---

---

##### **9.1 President's Report to the Zone**

---

The WALGA President, Cr Lynne Craigie OAM, presented her President's Report.

**Noted**

*Cr Anthony Middleton left the meeting at 12.37pm and did not return.*

---

## **9.2 State Councillor's report to the Zone**

---

Welcome to the newly elected WALGA State Councillor representative. Tony Brown provided a brief overview of the State Councillor's report.

**Noted**

---

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

---

Department of Local Government, Sport and Cultural Industries representative was an apology.

The update was provided below:

[Zone Update from DLGSC](#)

**Noted**

---

## **10. DATE, TIME AND PLACE OF NEXT MEETING**

---

### **RESOLUTION**

**Moved:** Cr Lynne Craigie  
**Seconded:** Cr Peter Foster

**That the next ordinary meeting of the Pilbara Country Zone be in person, held on Monday 24 February 2020 at the WALGA office in West Leederville commencing at 11:30 am.**

---

## **11. CLOSURE**

---

There being no further business the Chair declared the meeting closed at 12.57pm.