



**WESTERN AUSTRALIAN  
LOCAL GOVERNMENT ASSOCIATION  
SOUTH WEST ZONE**

**MINUTES**

DATE Friday 23rd February

COMMENCING AT 9.00 am

VENUE Shire Augusta Margaret  
41 Wallcliffe Road  
Margaret River WA 6285

PROGRAM	9.00 am	Opening
	9.05 am	Business as per agenda
	10.15 am	Morning Tea
	10.45 am	Meeting resumes
	11.00 am	Presentations
	12.00 pm	Lunch

**AGENDA FORMAT**

The agenda is sent in two parts. The first, being the Zone Agenda, the second the State Council Agenda in PDF format. The State Council Agenda was emailed separately to members

**E R Fisher**  
**Executive Officer**

**Distribution Lists** (by Email to the following addressees)

M Archer G Henley C Frewing Tony Nottle Kate Dudley	D Blurton S Stanley	M Osborne T. Smith	P Omedei A Campbell	Capel (Info) Paul Sheedy M Scott
Cathy Lee M Bennett	P Clarke T Dean	T Clynych T Pratico	G Evershed P Townshend M Smith	A Lamb G Aird
M Parker Debbie Brown	B Piesse B Rose	M Degebrod (WALGA)	Vern McKay (Audit)	

**Please advise EO of any changes required**

## Contents

<b>Item</b>	<b>Subject</b>	<b>Page</b>
1	Opening & Announcements & Election of Office Bearers	3
2	Attendance and apologies	3
3	Visitors	3
4	Presentations	5
5	Confirmation of previous minutes	6
6	Business Arising	5
7	Reports	5
8	State Council Agenda	9
9	Zone Agenda Items	15
10	Zone Status Report	19
11	Discussion Forum	18
12	Financial Report	22
13	Schedule of meetings	18
14	Closure	13

## 1. Opening

The President, Cr Tony Dean opened the meeting at 9 am and welcomed all present

## 2. Attendance & Apologies

The following attendance and apologies are recorded:

Local Government	Delegate		CEO	
Shire of Augusta – Margaret River	Cr P Townshend	Present	Mr. G Evershed	Present
Shire of Boyup Brook	Cr G Aird	Paste	Mr. A Lamb	Apology
Shire of Bridgetown-Greenbushes	Cr T Pratico	Apology	Mr. T Clynch	Apology
City of Bunbury	Cr T Smith	Paste	Mr. M Osborne	Present
City of Busselton	Mayor G Henley	Present	Mr. T Nottle	Present
Shire of Capel	Cr M Scott	Apology	Mr. P Sheedy	Present
Shire of Collie	Cr S Stanley	Present	Mr. D Blurton	Present
Shire of Dardanup	Cr M Bennett	Present	Mr. M Chester	Present
Shire of Donnybrook-Balingup	Cr B Piesse Cr L Wringe	Apology Present	Mr. B Rose Mr. G Harris	Present Present
Shire of Harvey	Cr T Jackson Cr A Lovatt	Apology Present	Mr. M Parker	Present
Shire of Manjimup	Cr P Omodei	Present	Mr. A Campbell	Present
Shire of Nannup	Cr T Dean	Present	Mr P Clarke	Present
Executive Officer			Mr. E Fisher	Present

## 3. Visitors:

### WALGA:

Mr Mark Batty, Executive Manager Environment and Waste,  
Mr Chris Hossen, Senior Planner, People and Place.

### DLGC

Luke Stevens, Senior Legislation and Strategy Officer,

### OAG

Mr. Jason Beeley, Assistant Auditor General Performance Audit  
Mr. Vince Turco, Director Financial Audit, Office of the Auditor General

#### 4. Presentations:

##### 4.1 Host Council Presentation

Host shires are invited to provide a 15-20 minute presentation on current events affecting their local government area or to arrange an inspection of new or significant facilities of interest to members.

##### 4.1 Presentation by the Assistant Auditor-General at 11am

A presentation by Mr. Jason Beeley, Assistant Auditor General Performance Audit and Mr. Vince Turco, Director Financial Audit, Office of the Auditor General.

Following the passage through Parliament and proclamation of the Local Government Amendment (Auditing) Act 2017 the Office of the Auditor General (OAG) is attending the Zone Meeting to meet with as many local governments as possible and provide an overview of the role of the OAG in local government and what to expect from both the performance and financial audit.

It is intended to also outline the implementation of the legislative change as well as answering any questions from delegates.

#### 5. Confirmation of Previous Minutes

##### Corrections

Moved	Cr M Bennett	Seconded	\ Cr P Omedei	Carried
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##### **MOTION:**

***The minutes of the meeting held at the Shire of Donnybrook – Balingup on Friday 24th November 2017 be confirmed as a true and correct record of the meeting***

#### 6. Business Arising

##### 6.1 Invitation to the Ministers

The Minister's Office has responded in the following terms.

Thank you for your kind invitation for Minister Papalia to attend the South West Zone Council Meetings. Unfortunately due to heavy diary commitments Minister Papalia is unable to attend. Minister Papalia would like to send his best wishes for successful meetings

No response has been received from Minister for Regional Development; Agriculture and Food; Minister assisting the Minister for State Development, Jobs and Trade.

The Executive Officer is invite the Hon Minister for Environment to our next meeting and to seek a presentation from District Police Superintendent

## **7 Reports**

### **7.1 Report by State Council Delegate or WALGA Representative**

- Attended one meeting –Focus is initially on strategic direction with some 50% of members being newly elected to the role.
- State President nominations are Cr. L Cragie, Cr P Kelly Zone President sought input on supporting nominations

### **7.2 Annual Program of Topics for Discussion by Councils**

Members are invited to suggest topics on which they would like to hear presentations.

This will enable the Executive Officer to arrange suitable speakers well in advance.

### **7.4 State President's Report**

#### **ALGA Strategic Review**

We participated in the review of ALGA's strategic direction in February, discussing with the other State and Territory Associations the focus of our national effort. A couple of important conclusions were reached.

There was confirmation that Strengthening Local Government Financial Sustainability: Strengthening Regions and Cities, and; Infrastructure that meets the needs of local communities, remains core business.

In addition, there was acknowledgement that Innovation and Digital Transformation is critical, albeit still somewhat undefined or misunderstood within the sector. The challenge was accepted to promote more clarity into this debate and focus Local Government on the benefits that could be derived from new approaches. There are significant opportunities to use innovation to enhance the performance of local government and at the same time help achieve Commonwealth and State agendas.

The importance of not just communicating up-stream (*to the Commonwealth*) but also down-stream to strengthen the sector was recognized as a significant challenge that was critical to ALGA's credibility.

Indigenous issues continue to be acknowledged as a priority.

The Local Government platform for the pending Federal Election was considered and it was agreed to model the document on an approach using broad themes and specific asks based on the core considerations outlined in the strategic plan - financial sustainability, strong Regions and Cities, local infrastructure and the promotion of innovation and digital transformation.

The value of being able to utilize local examples to help contextualize national funding bids was repeatedly emphasized, particularly in regard to the proposed Community Infrastructure Fund and the expansion of Financial Assistance Grants. I encourage all Local Governments to contribute their local examples to help ALGA demonstrate the worth of these vital funding requests.

ALGA will distribute more detail on these and other associated issues in the weeks ahead.

## **Training Boost for Regional Councillors**

Country Councils have been given a boost with the State Government extending funding of \$420,000 for regional Local Government Elected Member training. The funding extension will deliver 48 training days in country areas which is expected to provide courses for about 450 regional Elected Members.

The new training allocation followed the \$1.3 million program funded by the State Government which had delivered training to almost 1400 participants over four years. The decision demonstrates a sensible approach to Elected Member training that recognises the challenges faced in regional communities. Most of our smaller Local Governments in WA are located in regional areas with limited funds to support Councillor training but also the greatest costs in having to travel to metropolitan based programs.

The core training that will be provided as a result of the funding will be selected stage 1 courses from the WALGA Learning and Development Pathway program. The units selected are designed to provide Elected Members with an understanding of serving on Council and include;

- Understanding Local Government
- Serving on Council
- Meeting Procedures and Debating.

In addition to these course units the following can also be considered:

- Effective Community Leadership
- Integrated Strategic Planning (Essentials)
- Integrated Strategic Planning (Advanced)
- Understanding Financial Reports and Budgets

The delivery of 48 days of training for 12 Zones (4 days per zone) needs to be completed by 30 June 2018. Scheduling for these courses is currently underway with WALGA Training liaising with host Local Governments and Executive Officers in each Zone.

I encourage all country Elected Members to take advantage of the training program and I sincerely thank the Minister for Local Government and Minister for Regional Development for making the funding available.

## **Economic Briefing**

It's that time of year where Local Governments are developing their budgets for the coming financial year. To ensure that finances are managed responsibly and the burden on ratepayers is minimised, it is important that Councils have an understanding of the economic environment to identify likely trends in revenue and demand for services, and to recognise and risks that may prevent the projected budget outcome from being achieved.

To assist Councils with their budget preparation activities, WALGA is preparing a special edition of its Economic Briefing publication. This will include statistics and forecasts for the WA economy in the coming year, as well as insights into cost pressure and funding opportunities. Keep an eye on your inbox for this update in late February.

## **Economic Development Framework**

A key element of WALGA's Strategic Plan 2015-2020 is to foster economic and regional development in Local Government. In support of this, WALGA has recently commenced a project to support Local Government economic development activities. The project aims to develop a practical framework to assist Local Governments across the state in the implementation of their economic development

strategies and activities and to ensure ongoing alignment with contemporary practice. The project will be guided by a reference group of Local Governments, with the first meeting to be held in late February.

### **NDIS Update**

On Tuesday, 12 December, the Commonwealth and WA Governments announced that the national NDIS will be rolled out in WA under a new bilateral agreement. From 1 July 2018, the Commonwealth (through the NDIA) will assume responsibility for the delivery of the NDIS in WA with the transition beginning on 1 April 2018. The NDIS will continue to roll out on a geographic basis and will be fully rolled out across WA by 2020.

WALGA met with Disability Services on 30 January to discuss the impact on Local Government and next steps and future direction. Disability Services are still in the process of working with NDIA to refine the direction and process, but have confirmed their interest in partnering with WALGA to host an *Information and Next Steps Forum* for Local Governments once more information is confirmed. The Forum would involve Department of Communities and Disability Services, and NDIA representatives and involve information sharing, discussion of challenges and opportunities and an opportunity to seek clarification. More information will be shared once details are confirmed.

### **Emergency Management**

At the time of writing the North West has experienced significant rain events leading to flooding and isolation. Recovery and restoration activities are again a priority to assist communities to return to normal. Thankfully, we have not experienced catastrophic bushfires this season, however, we know that many local governments have had their fair share, including fires in the Perth hills, South West and Great Southern parts of our State. Once again the dedicated volunteers from within our communities stand up and I wish to acknowledge and commend all Local Governments for their efforts in emergency management to protect our communities and keep them safe.

### **WA Public Libraries Draft Strategy**

The draft WA Public Libraries Strategy has been released with comments welcome until 8 December. WALGA is partnering with State Library to host a Forum for Local Governments to discuss the background paper and draft Strategy. The Forum is scheduled for 6 March, with consultation closing on 29 March.

### **PRESIDENT'S CONTACTS**

During the December – March period, contacts that have occurred or are scheduled to take place prior to the March State Council meeting are as follows:

#### **State Government Relations:**

- Hon. Roger Cook MLA, Deputy Premier; Minister for Health; Mental Health
- Hon. Stephen Dawson MLC Minister for Environment; Disability Services
- Hon. Mia Davies, Leader of the National Party of Australia (WA)
- State Roads Funds to Local Government Advisory Committee

#### **Local Government Relations**

- Paula Rogers, State Director, CEDA
- LGIS Board Meeting x2
- ALGA Board Meeting
- Local Government House Trust Meeting
- Landcorp, Chairman George McCullagh, CEO Frank Marra

- City of Bunbury, Mayor Gary Brennan, A/CEO Mal Osborne
- City of Busselton, Mayor Grant Henley, Deputy Mayor Cr John McCallum, CEO Mike Archer, Cr Rob Bennett, Cr Paul Carter, Cr Coralie Tarbotton, Cr Kelly Hick, Director Finance & Corporate Services – Cliff Frewing / Tony Nottle
- Shire of Augusta-Margaret River, President Cr Pam Townsend, CEO Gary Evershed
- Shire of Nannup, President Cr Tony Dean, CEO Peter Clarke
- Shire of Manjimup, President Cr Paul Omodei, CEO Andrew Campbell
- Shire of Bridgetown, President Cr Tim Clynch, CEO Tony Pratico
- Shire of Donnybrook-Balingup, President Cr Brian Piesse, CEO Ben Rose
- City of Joondalup, Mayor Albert Jacob, CEO Garry Hunt
- City of Armadale, Mayor Henry Zelones, CEO Ray Tame

### **Conferences / Workshops / Public Relations**

- Pathways Guide to a Healthy Community Launch
- Launch of WALGA Road Safety Campaign
- WA State of the State 2017
- Leadership Breakfast with Telstra CEO Andy Penn
- AICD 'Applied Risk Governance' Workshop

### **Zone Meetings**

- South Metropolitan Zone Meeting

## **Local Government Department Report**

### **Key points**

- Act Review closes 9<sup>th</sup> March – submissions requested
- Audit Regulations have gone out for comment – closes shortly
- MyCouncil website to be upgraded
- Rates workshop available on request
- Service Delivery Review workshop – 19-20 March at Albany, 22-23 March at Collie

[Contact Luke.Stevens@dlqsc.wa.gov.au](mailto:Luke.Stevens@dlqsc.wa.gov.au)  
[legislation@dlqsc.wa.gov.au](mailto:legislation@dlqsc.wa.gov.au)



## 8. State Council Agenda

The State Council Agenda numbers and page numbers have been retained for easy reference.

<b>5. MATTERS FOR DECISION .....</b>	<b>7</b>
5.1 Local Government Act Review (05-034-01-001 TB).....	7
5.2 Local Government Act – Audit and Financial Management Regulations Amendment (05-034-01-001 LF).....	17
5.3 Interim Submission - Review of the State Industrial Relations System (05-034-01-001 KP) .....	26
5.4 Interim Submission – State Planning Policy 5.4 Road and Rail Noise – Residential Subdivision (05-036-03-0060 CH) .....	32
5.5 Interim Submission – Planned or Managed Retreat Guidelines (05-01-0703-0002 CH) .....	36
5.6 Clearance of subdivision conditions relating to Bushfire Management Plans (05-024-02-0056 VJ).....	40
5.7 Review of the Administrative Road Classification Methodology (05-001-03-0033 MM) .....	43
5.8 Interim Submission - Inquiry into Progress under the National Road Safety Strategy 2011-2020 (05-009-03-0014 TAP).....	49
5.9 Interim Submission - Proposed listing of the 'Tuart Woodlands and Forests of the Swan Coastal Plain' as a Threatened Ecological Community (05-038-01-001MD) .....	54
<b>6. MATTERS FOR NOTING / INFORMATION .....</b>	<b>59</b>
6.1 Heritage Bill 2017 (05-036-03-022 NH) .....	59
6.2 2016-17 Fuel Reduction Activities in Western Australia (05-024-03-0035 MP).....	62
6.3 Proposed State Road Funds to Local Government Agreement 2017/18 - 2022/23 (05-001-03-0001 MB) .....	65
6.4 Report Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB) .....	68
<b>7. ORGANISATIONAL REPORTS .....</b>	<b>71</b>
7.1 Key Activity Reports .....	71
7.1.1 Report on Key Activities, Environment and Waste Unit (01-006-03-0017 MJB).....	71
7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB) .....	74
7.1.3 Report on Key Activities, Infrastructure (05-001-02-0003 ID).....	77
7.1.4 Report on Key Activities, People and Place (01-006-03-0014 JB) .....	81
7.2 Policy Forum Reports .....	86

MOVED

**THAT *the recommendations in the State Council Agenda be endorsed.***

Moved	Cr. M Bennett	Seconded	Cr. T Smith	Carried
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## 8.1 Excluded Items

Nil

## 8.2 LATE ITEM FROM WALGA FOR NOTING

### MOTION

Moved	Cr. L. Wringe	Seconded	Cr. S Stanley	Carried
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***That the SWZ Zone note the advice provided by the Department of Transport on the two replacement agreements being offered to Local Governments in regional and remote areas to continue to provide licensing services under the Road Traffic (Administration) Act 2008.***

### **Replacement agreements for Local Governments in regional and remote areas to provide licensing services under the Road Traffic (Administration) Act 2008 (05-001-03-0004 MS)**

*By Mal Shervill, Policy Officer Road Safety*

#### ***In Brief***

- From 1 January 2008 under the provisions of the *Road Traffic Act 1974*, the (then) Director General of the Department of Planning and Infrastructure entered into agreements with 71 Local Governments in regional and remote areas to provide licensing services prescribed in the *Road Traffic Act 1974*. This agreement expired on 31 December 2017.
- The Department of Transport now seeks to have those same Local Governments continue to provide licensing services and has granted a three month extension for the expired agreement to the end of March 2018.
- The Department of Transport has provided and invited the affected Local Governments to sign replacement agreements so they can continue to provide licensing services. The replacement agreements are for a three year or five year term. The different terms of the agreements are based on transaction volumes.
- The circumstances of the replacement agreements was raised as an emerging issue at State Council at its December 2017 meeting.
- On 8 January 2018 WALGA met with senior representatives of the Department of Transport who provided specific advice addressing the matters raised about the replacement agreements.

#### ***Background***

From 1 January 2008 under the provisions of section 6B of the *Road Traffic Act 1974*, the (then) Director General of the Department for Planning and Infrastructure entered into agreements with 71

Local Governments to provide licensing services prescribed in the *Road Traffic Act 1974*. This agreement expired on 31 December 2017.

Knowing the agreement with Local Governments was to expire in December 2017 and on the basis the Department of Transport (the Department) desired regional and remote Local Governments to continue to provide licensing services, in June 2017 the Department surveyed the CEOs of affected Local Governments seeking the following advice:

- Did the Local Government want to continue to provide licensing services?
- What are the issues encountered with the current agreement?
- What suggested improvements could be incorporated into the new agreements?

The Department received 56 (of 71) responses from affected Local Governments and all but one indicated a willingness to continue to provide licensing services. The common issues raised included:

- Commission payments did not cover the cost of providing the service.
- Merchant fee costs to the Local Government had increased.
- There was an increase in complex transactions compared to simple payment processing.
- There was a need for more training.

According to the Department the replacement agreements were drafted to incorporate feedback from affected Local Governments and the changes to the agreements are minimal.

The Department advises that a restructure of the *Road Traffic Act 1974* has necessitated that two replacement agreements be offered to Local Governments:

1. A main agreement known as the Road Law Agreement.  
This agreement covers driver and vehicle licensing transactions under legislation that includes the *Road Traffic (Authorisation to Drive) Act 2008* and *Road Traffic Act 1974*.
2. A subsidiary agreement known as the Non-Road Law Agreement.  
This agreement covers transactions under legislation that includes the licensing of vessels (*WA Marine Act 1982*), photo cards (*WA Photo Card Act 2014*), motor vehicle driving instructor fees (*Motor Vehicles Drivers Instructors Act 1963*), and licensing and renewal of licenses for off road vehicles (*Control of Vehicles (Off Road Areas) Act 1978*).

The two replacement agreements contain no services additional to those in the expired agreement.

Under the provisions of section 11 of the *Road Traffic (Administration) Act 2008* in late 2017 the Department provided affected Local Governments with the replacement agreements for signing. In response some Local Governments raised the following matters:

- The timeframe for signing and returning the agreements to the Department did not allow sufficient time for them to be formally put to Councils for consideration.
- Local Governments were offered agreements for either a three year or five year term rather than a ten year term as was done previously.
- There was no remarkable increase in commission payment rates except for CPI increase; and generally it is a cost burden for Local Governments to provide the services.

This matter was considered as an emerging issue at the WALGA State Council meeting in December 2017 resulting in a resolution that WALGA engage with the Department of Transport to further investigate the issue of vehicle licencing contracts.

#### **Comment**

WALGA met with senior Department of Transport representatives who provided the following advice in relation to the matters raised by some affected Local Governments.

## **Review of expired agreement**

The Department reviewed the ten year agreement prior to its expiration with the aim to more clearly detail service provision requirements and levels; and process requirements. The replacement agreements were drafted to incorporate feedback from affected Local Governments. Key changes are summarized in Attachment 1.

## **Timeframe for signing replacement agreements**

The current ten year agreement for Local Governments to provide licensing services expired on 31 December 2017. A restructure of the *Road Traffic Act 1974* necessitated that two replacement agreements be drafted, which were offered to Local Governments for signing in late 2017. The timeframe nominated by the Department to sign and return the agreements did not allow sufficient time for Local Government CEOs to put them to their Councils for consideration. Acknowledging the timeframe was insufficient, the Department granted a three month extension of the expired agreement to the end of March 2018.

## **Three year or five year replacement agreements**

In line with community demands the Department is actively seeking to shift transaction processing to on-line methods. A number of transactions can now be processed and/or paid via on-line modes. Over the coming years the Department plans to implement additional on-line transactions and other initiatives such as e-billing and direct debits that will accelerate the shift from face-to-face processing to on-line processing. These initiatives will have consequences for Local Government as simple transactions will move on-line leaving more complex and time consuming transactions to be processed face-to-face.

Sixty three percent (63%) of the Department's payments are currently processed online (representing 4.6 million payments) compared with 46% in 2013-2014 (3.4 million transactions).

Transactions processed at Local Governments have fallen 12% since 2011-2012 with a significant portion of the reduction occurring in the last two years. The reduction is due to the shift to on-line payment processing; changed economic conditions; and a move by the WA Police Force to process firearm transactions on-line through its website.

Local Governments were offered replacement agreements for terms of either three or five years. The terms were determined by the Department changing its business practices and processes, the general shift to on-line processing, external factors including current economic conditions, and face-to-face transaction volumes. These factors combined could create situations in the future where it is uneconomical for a Local Government to continue providing the services; therefore the Department considered a ten year agreement term too long to afford sufficient flexibility for effective management by both parties. Shorter agreement terms will allow for regular review of the economic viability and service quality. As a consequence:

- Three year terms were offered to Local Governments with low transaction volumes located in close proximity (less than 50 kilometres) to other Local Governments providing the services.
- Five year terms were offered to Local Governments with higher transaction volumes; and Local Governments in remote areas.

## **Fees and costs**

The fees and costs incurred by Driver and Vehicle Services (Department of Transport) are reflected in the fees and charges to customers. The Department advised it has an obligation to promote and support lower cost delivery methods because supporting more expensive service delivery methods comes at a cost to customers.

The Department acknowledged that feedback from the June 2017 survey of CEOs indicated commission payments do not fully meet the costs incurred by their Local Governments to provide licensing services. Contributing factors included increased merchant fees, increasing volume of complex transactions, and processing variations of the same transaction requiring additional time investment by staff.

According to the Department, the expired agreement provided for an increase in commission values paid to Local Governments based on CPI increases and became effective from 1 July each year. The replacement agreements continue this practice.

The Department has scheduled a commission increase of 3% effective from 1 January 2018. The cost is expected to be offset by falling transaction volumes. The Department also made a decision to provide additional funding to support Local Governments processing higher volumes of transactions above 3,000 per annum (12 per work day).

## Attachment 1

### Summary of key changes to replacement agreements as provided by the Department of Transport

Clause change	Reason
Definition of "Database"	Clarify that the agreement relates to DoTs vehicle and driver licensing databases.
Definition of "KPI" removed	KPI considered outdated and replaced by a compliance concept that focusses on no errors and correction if errors are identified during daily audit. Further <i>please explain</i> if errors continue or are significant – see amended Schedule H.
Definition of "PCIDSS Annual Statement" removed	Not required from Shires.
Definition of "Physical stock point" (h)	Referenced to Schedule M for clarity.
Definition of "Principal's Property"	Expanded to include physical stock and equipment provided by the Principal.
Event of Default (g) - wording change	Amended to clarify Principal to be advised and may give consent if Agents personnel have a criminal history. Otherwise it is a default event.
6.3 Agents undertakings	Now includes returning plates through approved couriers.
6.5 Conflict of interest	Better define the Department's understanding of the term.
7.1 Supply by Principal	Remove EFTPOS from (b) (i) - Shires use own systems to process payments.
8.1 Training	(e) Added to recoup taxi fares to and from training - evidence/receipts required.
8.3 Telecommunications	Ongoing rental not covered - originally introduced in infancy of the internet, now all business have internet connection, and DoT upload traffic is small.
10.3 Use of the Principal's Systems and Database	(b) Amended to provide for the Principal to request signing of a confidentiality agreement on demand - providing greater flexibility to ensure Agent personnel are aware of their responsibility.  (d) Require personnel to log off when not using the PC so as not to enable unauthorized staff to access data to reduce unauthorized access and release of personal customer information.

10.5 Return of Confidential information	(b) Provide for more regular return of paperwork or other confidential information to the Department.
15.1 Audit and Review and 15.2 Performance and Compliance review meetings	Include the concept of compliance with business rules (error reduction) as well as performance which relates to quality of service.
16 Disputes	(b) Clarify that the Agents and Principals representatives must resolve disputes.
Schedule A	Minor wording changes: - Definition – Transport Service Centre - Scope of Services – now Road Law due to restructure of legislation - Physical Stock Requirements (c) - Timeliness of Service – (i), (iii) and (b)(iii) - Quality of Service (b) - Auditing by Transport Service Centres
Schedule B	Increased by 3% for selected sites performing over 3,000 transactions per annum. Non driver or vehicle transactions (maritime, photo card and taxi) removed and placed in the Non Road Rules Agreement
Schedule E	Changes to allow for directives to be issued by email.
Schedule F	Wording changes to reflect changes to DoT operations.
Schedule H	Changes to focus on error correction and prevention.
Schedule L	Removal of term from main contract to this schedule for flexibility. Contracts either for 3 or 5 years depending on volumes.

## 9. Discussion Forum/Zone Agenda Items

Items submitted by Councils for discussion

### 9.1 Regional Waste Facility – CLGF Funding Update

Submitted by the City of Bunbury on behalf of the Bunbury Wellington Group of Councils

#### **MOTION**

Moved	Cr. T Smith	Seconded	Cr P Omodei	Carried
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#### ***That the South West Zone***

- 1. Notes the correspondence from the Department of Planning infrastructure and Regional Development to the Bunbury Wellington Group of Councils requesting the return all of the Country Local Government Funds obtained for progressing the South West Regional Waste Site.***
- 2. Agree to continue to collectively work together to identify long term future suitable waste solutions include alternative waste options (eg: Waste to Energy)***

**3. Request that WALGA advocate on behalf of the South West Zone to the Western Australian State Government in seeking to address long-term waste solutions for the South West.**

**Background:**

The Bunbury-Wellington Group of Councils, Capes Regional Organisation of Councils and the Warren Blackwood Group of Councils, collectively titled the South West Group, consist of the following Local Government Authorities (LGAs) as well as the Bunbury Harvey Regional Council.

- City of Busselton
- Shire of Augusta-Margaret River
- City of Bunbury
- Shire of Boyup Brook
- Shire of Capel
- Shire of Collie
- Shire of Dardanup
- Shire of Donnybrook-Balingup
- Shire of Harvey
- Shire of Bridgetown-Greenbushes
- Shire of Nannup
- Shire of Manjimup
- Bunbury Harvey Regional Council

Significant growth has been experienced across the Region particularly in the LGAs along the coastline. The South West Regional Blueprint forecasts that this growth will continue, reaching an estimated regional population of 500,000 by 2050. This population growth presents both a challenge and opportunity relating to waste management for the region.

**Details:**

Members would be aware of that the Bunbury Wellington Group of Councils (BWGC) have fought for the ongoing preservation of the CLFG Funds to allow for development of a new site, with the collective SW Regional Waste Group.

In 2017, the BWGC consider options regarding the CLGF funding wherein they resolved:

*That the Bunbury Wellington Group of Councils:*

1. *Endorse the two-pronged approach (Option 1) as the recommended proposal to the Department of Regional Development as it is felt that this provides for the best long term outcome for the whole of the South West and it is considered the most appropriate course of action, noting that some funding has already been incurred for the preferred site selection.*
2. *Agree a deputation of Elected Members urgently meet with the relevant Ministers to seek approval to retain the funding to allow for the project to continue and to preserve the funds for their intended purpose.*
3. *Approach the South West Development Commission to assist with the facilitation process and take over the administration of the grant funds.*

The two-pronged approach was recommended as it was felt that this is consistent with the original intent of the CLGF funding and will continue the development of a Regional Waste Facility. This

approach to the DPIRD requested funding distributed between progressing the new Waste Site (Site 16) of \$1.454,000 and a new lined cell at the Stanley Road facility (approximately \$3.1M)

The BWGC submitted this approach to the DPIRD in August 2017. Following a number of correspondence with the Department to receive an update on the proposal, the attached correspondence was received from DPIRD requesting the return of all funding (plus interest received).

Following receipt of the correspondence, the CEO of the City of Bunbury along with Rebecca Ball, CEO of the South West Development Commission, met with Brett Sabien (A/Director Project Agreements of Department of Primary Industries and Regional Development).

The meeting was to discuss the matter further and in terms of outcomes from the meeting, the DPIRD reiterated that there may be the opportunity for future funding (which is more than likely to be in the outer years of the forward estimates) to be made available. The message relayed at this meeting was that the SWDC and the DPIRD are committed to continue to work with the SW Council's Group to reach a combined regional and whole of government approach, to finding a solution which may include innovation and technology (eg: Waste to Energy)

Regarding the return of funds, the City of Bunbury held these in a term deposit and arranged for the funds to be returned by the due date (16 February).

**Future Steps:**

In relation to progressing the next steps forward, it is suggested that any future progression of a Regional Waste Facility, should involve all LG member of the SW Zone as well as the Bunbury Harvey Regional Council.

DPIRD have eluded that there may be opportunities for Royalties for Regions funding for the project in the future if budget allocations permit. It is hoped that the South West Regional Waste Group can continue to pursue options for a regional waste site.

It is widely regarded that regional collaboration is an effective solution for efficient waste management systems. Through collaboration, greater volumes of waste are generated, presenting economies of scale to support options that may not be feasible at an individual LGA level and therefore, it is proposed for the SW Regional Waste Members to continue work together to determine future suitable waste solution, but also look at alternate waste options.

If this approach is not supported, this may result in South West local governments pursuing their own sites, resulting in multiple landfill facilities across the region operating at lower standards. Some members have already indicated this is a likely outcome, but rather than each regional local government pursue individual sites, the collective would still like to see a Regional Waste Site for the South West to be established.

**9.2 Proposed Changes To Commonwealth Funding Arrangements For Environmental Groups**

**MOTION**

Moved	Mayor G Henley	Seconded	Cr M Bennett	Carried
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**THAT:**



**The SWZ request WALGA enter into negotiations with the relevant Commonwealth departments to address:**

- 1. The negative impacts of the proposed conditions that will attaché to payments of funds to voluntary environmental management groups particularly, retrospectivity of post project reimbursement and insufficiency of project administrative costs, and**
- 2. The need to ensure that any biosecurity projects avoid duplication, work collaboratively and are consistent with the provisions of the Biosecurity and Agricultural Management Act 2007, and**

### **Announcement - Councillor Training**

Councillors are advised of the following training courses that are currently available.

<b>Course</b>	<b>Location</b>	<b>Date</b>
Understanding Financial Reports and Budgets	Busselton	19 March
Effective Community Leadership	Busselton	20 March
Integrated Strategic Planning – Essentials	Bunbury	26 April
Integrated Strategic Planning – Advanced	Bunbury	27 April

## 10. Zone Status Report

<b>Zone</b>	<b>Agenda Item</b>	<b>Zone Resolution</b>	<b>WALGA Response</b>	<b>Up-date</b>	<b>WALGA Contact</b>
<b>Sth West C</b>	<b>2017 November 24 Zone Agenda Item 9.2</b> Shire of Capel Submission Local Government Grant Scheme (ESL) Eligible Expenditure	That WALGA be requested to lobby the State Government for: 1. A comprehensive review of items of eligible expenditure under the Local Government Grant Scheme to enable the full costs of operating Volunteer Bush Fire Brigades to be met; and 2. The establishment of the general principle of equality of eligible expenditure across all emergency services for operating costs associated with their activities.	The State Government has advised that the recommendations from the Economic Regulation Authority review of the Emergency Services Levy is being considered as part of the Machinery of Government process currently reviewing the structure of DFES. This process includes a review of the ESL governance and operational arrangements.  WALGA will continue to lobby for a review of the items of eligible expenditure under the Local Government Grant Scheme to enable the full costs of operating Volunteer Bush Fire Brigades to be met; and the general principle of equality of eligible expenditure across all emergency services for operating costs associated with their activities.	February 2018	<b>Melissa Pexton</b> <b>Policy Manager Emergency Management</b> <a href="mailto:mpexton@walga.asn.au">mpexton@walga.asn.au</a> <b>9213 2080</b>
<b>Sth West C</b>	<b>2017 August 25 Zone Agenda Item 11.1</b> Cat Act 2011 Review	THAT WALGA be requested to lobby the State Government to seek amendments to the Cat Act 2011 to make it an offence under the Cat Act 2011 to have an	Department of Local Government, Sport and Cultural Industries has advised the review of the Cat Act is likely to be scheduled for 2019.	Feb 2018	<b>James McGovern</b> <b>Manager Governance</b> <b>9213 2093</b> <a href="mailto:jmcgovern@walga.asn.au">jmcgovern@walga.asn.au</a>

	(Shire of Capel)	uncontrolled, untethered cat in a public place and to provide the power for local governments to designate certain public places where cats are prohibited.			
<b>Sth West C</b>	<b>2016 August 26 Zone Agenda Item 7.6</b> Withdrawal of DLGC Owned Buildings – Shire of Collie	That WALGA make representation to the Department of Local Government and Communities and strongly oppose the Department of Local Government and Communities (DLGC) plans to withdrawal its support for childcare services and ownership of related assets on the ground of cost shifting to affected local governments and community organisations.	<p>WALGA has continued to raise the issue with the Department including the President’s column in the West Australian on 11 October 2017.</p> <p>The issue has been raised with the Minister’s chief of staff and at a number of forums, however the State Government has been resolute in their position.</p> <p>WALGA has met with Linkwest to discuss their role with assisting centres in the transition.</p> <p>With the McGowan Labor Government now fully implemented, the Association will raise this issue with both the Minister for Local Government, David Templeman and the Minister for Community Services, Simone McGurk.</p> <p>The Department of Local Government and Communities has developed a new Supporting Communities Program to replace the existing Community and Neighbourhood Development Services, Individual and Family Support and Youth Support Services Programs. The program consists of two streams – a Stronger Communities sub-program and an Individual and Family Services sub-program. The Department invited service providers and key stakeholders to attend workshops to learn more about the proposed program and provide their input.</p> <p>The workshops were held on the afternoon of Friday, 2 June and Tuesday, 13 June 2017. The first workshop on 2 June was restricted to</p>	June 2017	<b>Joanne Burges</b> <b>Executive Manager, People &amp; Place</b> <a href="mailto:jburges@walga.asn.au">jburges@walga.asn.au</a> <a href="mailto:wcarter@walga.asn.au">mailto:wcarter@walga.asn.au</a> <b>9213 2018</b>

			<p>services funded under the current programs and local governments that currently provide them with accommodation. The second workshop was open to all interested organisations and Local Governments.</p> <p>WALGA President Cr Lynne Craigie and Executive staff met with Hon Simone McGurk MLA, Minister for Child Protection; Women's Interests; Prevention of Family and Domestic Violence; Community Services on Wednesday 3 May 2017. WALGA raised the concerns of members with regard to recent withdrawals of funding for family centres. The Minister advised that Child Care Centres (where vested in Government) will be vested to organisations on conditional leases and that a new Fund Supporting Communities Program has been established to replace the existing Community and Neighbourhood Development Services, Individual and Family Support and Youth Support Services Programs. Valued at \$9.4 million the program will consist of two streams – a Stronger Communities sub-program and an Individual and Family Services sub-program.</p> <p>A discussion paper was released providing an overview of the program and feedback was sought until 14 July 2014 via the Tenders WA website. Organisations were encouraged to register with Tenders WA to receive further updates on the consultation process and for the development of the Request for Tender. If you require any assistance, please email <a href="mailto:tenderswa@finance.wa.gov.au">tenderswa@finance.wa.gov.au</a></p> <p>The Tender process is expected to open in September 2017. Further information can be</p>	<p>August 2017</p> <p>Nov 2017</p> <p>February 2018</p>	
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		<p>obtained by emailing <a href="mailto:supportingcommunities@dlgc.wa.gov.au">supportingcommunities@dlgc.wa.gov.au</a></p> <p>On 27 October the State Government announced a Regional Community Child Care Development Fund that will receive one-off funding of \$1.658 million to ensure regional communities have sustainable childcare services in the future.</p> <p>Further announcements about specific regional funding components will be made in the coming weeks.</p> <p>WALGA is supporting and promoting a Department of Communities 'Supporting Communities Program' workshop on 2 February. This will give Local Governments an opportunity to give comment and feedback on the new model of <i>Supporting Communities Program</i>.</p>		
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11. Finance

11.1 Financial Reports

**SOUTH WEST ZONE WA LOCAL GOVERNMENT ASSOCIATION  
FINANCIAL REPORT FOR THE PERIOD ENDED 31 JANUARY 2018**

DETAILS	2017/18 ANNUAL BUDGET \$	2017/18 ACTUAL \$
<b>Opening Cash Funds at 1 July</b>	<b><u>12,353</u></b>	<b><u>12,387</u></b>
<b><u>Revenue</u></b>		
Interest on Investment	100	0
Member Council Contributions	7,200	6,600
<b>Total Revenue</b>	<b>7,300</b>	<b>6,600</b>
<b><u>Expenditure</u></b>		
Secretarial Service	(7,000)	(2,800)
Miscellaneous Expenses	(100)	(232)
<b>Total Expenditure</b>	<b>(7,100)</b>	<b>(3,032)</b>
<b>Surplus (Deficit) for Period</b>	<b>200</b>	<b>3,568</b>
<b>Closing Funds at 31 January 2018</b>	<b>12,553</b>	<b>15,955</b>

**Closing Funds at 31 January 2018 Represented By:**

**Cash at Bank**

Cheque Account	\$4,109
Term Deposit 0.5% - Holding Investment	\$11,846
	<b>\$15,955</b>

**Less Creditor**

Meeting Fee Due	(\$0)
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**Net Assets Available at 31 January 2018**

**\$15,955**

## 11.2 Payments

Executive Officer for administrative services

\$1400

### MOTION:

***That the financial report be received, and accounts be approved for payment***

Moved	Cr. M Bennett	Seconded	Cr. L Wringe	Carried
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## 12. Schedule of meetings 201

The following dates are agreed for meetings for the next 12 months retaining the practice of meeting on the 4<sup>th</sup> Friday of the month.

Month	Location	Agenda
27 <sup>th</sup> April	Boyup Brook	Minister for Environment To be confirmed
22 <sup>nd</sup> June	Bridgetown	Tourism
24 <sup>th</sup> August	Bunbury	Police
23 <sup>rd</sup> November	Busselton	TBA

## 13. Closure

Vote of thanks moved by Mr. M Osborne for Mr. Peter Clark on his retirement from local government.

The President thanked members and visitors for their attendance and the Shire of Augusta-Margaret River members and their staff for the hospitality extended to the Zone Delegates and closed the meeting at 12 noon.