



# Gascoyne Country Zone

## Minutes

Shire of Exmouth  
Ningaloo Centre  
2 Truscott Crescent  
Exmouth WA 6707

10:00am  
Friday 23 November 2018

# Gascoyne Country Zone

Meeting held at the Shire of Exmouth, Ningaloo Centre

Commencing at 10:00am, Friday, 23 November 2018

The Chair opened the meeting at 10:09am

## Minutes

### ATTENDEES

Shire of Carnarvon

President Karl Brandenburg  
Mark Dacombe – A/Chief Executive Officer

Shire of Exmouth

Cr Ben Dixon  
Cameron Woods – Chief Executive Officer  
Keith Woodward – Deputy Chief Executive Officer

Shire of Shark Bay

President Cr Cheryl Cowell (Chair)  
Paul Anderson – Chief Executive Officer  
Brian Galvin – Works Manager

Shire of Upper Gascoyne

President Cr Don Hammarquist  
John McCleary – Chief Executive Officer

WALGA

Tim Lane, Manager Strategy and Association Governance  
Engel Prendergast, Senior Road Safety Consultant

### GUESTS

Department of Local Government,  
Sport and Cultural Industries

Benita Donda, Regional Officer

### APOLOGIES

## 1. Attachments

The following are provided as attachments to the agenda:

1. Minutes August 2018 Meeting
2. State Council Agenda – via link <https://walga.asn.au/getattachment/About-WALGA/Structure/State-Council/Agendas-and-Minutes/Agenda-State-Council-5-December-2018.pdf.aspx>
3. President's Report

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## **2. DEPUTATIONS**

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Nil.

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## **3. DECLARATION OF INTEREST**

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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.

Nil.

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## **4. CONFIRMATION OF MINUTES**

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### **4.1 Minutes of the 24 August 2018 Meeting of the Gascoyne Country Zone**

#### **RECOMMENDATION**

**Moved Cr Don Hammarquist  
Seconded Cr Ben Dixon**

**That the Minutes of the meeting of the Gascoyne Country Zone held on 24 August 2018 be confirmed as a true and accurate record of the proceedings.**

#### **CARRIED**

### **4.2 Business Arising**

Nil.

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## **5. STATE COUNCIL AGENDA – MATTERS FOR DECISION**

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*(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)*

### **5.1 MATTERS FOR DECISION**

#### **5.1 Proposed Removal by Main Roads WA of the “Letter of Approval” Restricted Access Vehicle Operating Condition**

That WALGA:

1. Opposes withdrawal of the “Letter of Approval” Restricted Access Vehicle Operating Condition until an acceptable alternative 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; and

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.

## **5.2 Bus Stop Infrastructure Partnership Agreement 2018/19-2022/23**

That the Bus Stop Infrastructure Partnership Agreement be endorsed.

## **5.3 2019-20 State Budget Submission**

That WALGA's submission to the State Government in advance of the 2019-20 Budget be endorsed.

## **5.4 Interim Submission: Cost Recovery for Clearing Permits and Water Licences and Permits – DWER Discussion Paper**

That the WALGA interim submission which opposes increased cost recovery for clearing permits and water licences and permits by the Department of Water and Environmental Regulation be endorsed.

## **5.5 Waste Levy Policy Statement**

That the Waste Levy Policy Statement 2018 be endorsed.

## **5.6 Standard Development Conditions Guidelines**

That the *Standard Development Conditions Guideline*, be endorsed and that WALGA recommends use of the resource by Local Governments when reviewing and/or preparing standard development conditions.

## **5.7 WALGA Paper – Off Road Vehicles and Local Government**

That WALGA advocates for the State Government to:

1. Conduct a review of current legislation to align registration and licensing of Off Road Vehicles (ORVs) with other vehicle types and users.
2. Allocate funding for feasibility studies to identify suitable sites for new ORV Permitted Areas throughout the State, which considers environmental values, future land use planning impacts, public safety, amenity and environmental issues and Local Government risk and liability issues.
3. Develop and implement, in collaboration with WALGA and ORV stakeholders, educational resources and training suitable to the specific needs of ORV users, stakeholders and Local Governments. Resources should include; guidance on compliance and enforcement arrangements aligned with the *Control of Vehicles (Off-road Areas) Act 1978* and other relevant legislation, user and permitted area operational safety, signage standards, insurance and liability mitigation strategies.
4. Develop and implement, in collaboration with ORV vendors, resources and practices that ensure ORV buyers are informed at the point of sale about ORV registration, regulation and restrictions applicable to ORV vehicle use and consequences of non-compliance.
5. Consider and consult on the regulation of the vendor's role in providing information to buyers regarding ORV registration, regulation and restrictions.
6. Develop and implement, in collaboration with stakeholders and industry representatives, resources to educate and raise community awareness about the proper use of ORVs, ORV permitted and prohibited areas, and the consequences of non-compliance.

7. Ensure that the WA Police Force allocates resources to address unlawful ORV use in consultation with Local Government law enforcement.

## **5.8 Submissions – Public Health Act 2016 Regulation Review Program**

That the interim submissions provided to the Department of Health Public Health Act 2016 Discussion Papers on Regulations for Construction Sites Facilities, Temporary Toilets and Cloth Materials be endorsed.

## **5.9 Aboriginal Advocacy and Accountability Office Interim Submission**

That the interim submission to An Office for Advocacy and Accountability in Aboriginal Affairs in Western Australia: Discussion paper be endorsed.

## **5.10 Royal Commission into Institutional Responses to Child Sexual Abuse**

That the interim submission: Royal Commission into Institutional Responses to Child Sexual Abuse: A Local Government Response to the Western Australian State Government Child Safety Implementation Plan be endorsed.

## **5.11 Partnering with Local Government for Youth**

That the following amended policy statement be endorsed:

The Local Government sector supports the development and well-being of children and young people through strategic partnerships and a combination of services and facility provision. The Association advocates that the State and Commonwealth should continue to invest in the wellbeing of young West Australians.

## **5.12 Managing Alcohol in our Communities Guide**

That the Managing Alcohol in our Communities (MAIOC) Guide be endorsed.

## **5.2 MATTERS FOR NOTING AND ORGANISATIONAL REPORTS**

- 6.1 Local Government Act Review
- 6.2 Economic Development Project
- 6.3 Report: Review of Local Government Car Parking Requirements in Western Australia
- 6.4 Event for Elected Members – Health Services in Regional Areas
- 6.5 Government Regional Officer Housing (GROH)
- 6.6 National Redress Scheme
- 6.7 Family and Domestic Violence
- 6.8 Report Municipal Waste Advisory Council (MWAC)
- 6.9 Draft National Biosecurity Statement

- 6.10 Release of the Better Urban Forest Planning Guide
- 6.11 WALGA Reconciliation Action Plan
- 7.1.1 Report on Key Activities, Environment and Waste Unit
- 7.1.2 Report on Key Activities, Governance and Organisational Services
- 7.1.3 Report on Key Activities, Infrastructure
- 7.1.4 Report on Key Activities, People and Place
- 7.2 Policy Forum Reports

## RESOLUTION

### 5.1 Proposed Removal by Main Roads WA of the “Letter of Approval” Restricted Access Vehicle Operating Condition

That WALGA:

1. Opposes withdrawal of the “Letter of Approval” Restricted Access Vehicle Operating Condition until an acceptable alternative 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. Does not link the Restricted Access Vehicle Operating Condition to the Methodology for Calculating the Cost of Road Wear on Unsealed Roads and the Methodology for Calculating the Cost of Road Wear on Sealed Roads guides.

CARRIED

## RESOLUTION

### 5.3 State Budget Submission

That WALGA’s submission to the State Government in advance of the 2019-20 Budget be endorsed with the inclusion of commentary arguing:

1. Under the heading of ‘Economic Development’ for a review to be undertaken of the State Government’s approach to regional development, including the Regional Development Commissions, and the integration between regional development and tourism;
2. For a targeted approach in product development and tourism infrastructure and assets for tourism with less focus on tourism marketing; and,
3. For the proposed State Economic Development Strategy to focus on tourism as a competitive advantage for particular regions as a means to generate economic growth for the State.

CARRIED

## RESOLUTION

### 5.7 WALGA Paper – Off Road Vehicles and Local Government

That WALGA advocates for the State Government to:

1. Conduct a review of current legislation to align registration and licensing of Off Road Vehicles (ORVs) with other vehicle types and users.
2. Allocate funding for feasibility studies to identify suitable sites for new ORV Permitted Areas throughout the State, which considers environmental values, future land use planning impacts, public safety, amenity and environmental issues and Local Government risk and liability issues.
3. Develop and implement, in collaboration with WALGA and ORV stakeholders, educational resources and training suitable to the specific needs of ORV users, stakeholders and Local Governments. Resources should include; guidance on compliance and enforcement arrangements aligned with the *Control of Vehicles (Off-road Areas) Act 1978* and other relevant legislation, user and permitted area operational safety, signage standards, insurance and liability mitigation strategies.
4. Develop and implement, in collaboration with ORV vendors, resources and practices that ensure ORV buyers are informed at the point of sale about ORV registration, regulation and restrictions applicable to ORV vehicle use and consequences of non-compliance.
5. Consider and consult on the regulation of the vendor's role in providing information to buyers regarding ORV registration, regulation and restrictions.
6. Develop and implement, in collaboration with stakeholders and industry representatives, resources to educate and raise community awareness about the proper use of ORVs, ORV permitted and prohibited areas, and the consequences of non-compliance.
7. Ensure that the WA Police Force and DBCA allocates resources to address unlawful ORV use in consultation with Local Government law enforcement.

CARRIED

## RESOLUTION

Moved: Cr Karl Brandenburg  
Seconded: Mr Cameron Woods

That the Gascoyne Country Zone endorse State Council items 5.2, 5.4-5.6, and 5.8-5.12.

CARRIED.

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## 6. ZONE BUSINESS

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### 6.1 Zone Status Report

2018 September 7 State Council Agenda Item 5.1	That WALGA seek clarification on any proposal under Item 5.1 d. to publicly disclose specific details of the Chief	The current policy position of the Minister states that the Total Benefits package of the CEO needs to be included in the Annual report. WALGA's interpretation of this, is that it would only include the total amount of the package and not any further detail. WALGA staff will be included in the Parliamentary drafting review and will take a watching brief on this issue to ensure it is in-line with our expectation.	Tony Brown Executive Manager Governance and
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Local Government Act Review	Executive Officer's remuneration and contractual entitlements.	<p><b>WALGA STATE COUNCIL RESOLUTION SEPTEMBER 2018</b></p> <p>That WALGA:</p> <ol style="list-style-type: none"> <li>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: <ol style="list-style-type: none"> <li>g. Acceptance and declaration of gifts;</li> <li>h. Universal training;</li> <li>i. Standards of behaviour;</li> <li>j. CEO Recruitment and Performance;</li> <li>k. Public notices and access to information; and,</li> <li>l. Administrative efficiencies.</li> </ol> </li> <li>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;</li> <li>3. <u>Request the Minister for Local Government to extend the initial consultation time frame on phase 2 to 6 months ending by 31 March 2019.</u></li> <li>4. <u>Encourage Local Governments and Zones to provide input to phase 2 of the Act Review; and,</u></li> <li>5. 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.</li> </ol>	Organisational Services 9213 2051 <a href="mailto:tbrown@walga.asn.au">tbrown@walga.asn.au</a>
<p><b>2018 September 7 State Council Agenda Item 5.4</b></p> <p>Regional Health Services in Western Australia – Survey of Local Governments</p>	<p>That Point 1 of the survey report recommendation contained in State Council Agenda Item 5.4 be amended to read:</p> <ol style="list-style-type: none"> <li>1. WALGA to continue to work with affected Local Governments and key stakeholders to address short to medium term solutions including investigating how other states/countries have addressed recruiting and retaining staff, <u>including but not limited to the place of Nurse Practitioners,</u> across diverse landscapes and report back to State Council as progress is made;'</li> </ol>	<p>The addition of Nurse Practitioners to this discussion is valued, however suggest that the 'role', rather than 'place' of Nurse Practitioners is included.</p> <p><b>WALGA STATE COUNCIL RESOLUTION SEPTEMBER 2018</b></p> <p>That WALGA:</p> <ol style="list-style-type: none"> <li>1. <u>Continue to work with affected Local Governments and key stakeholders, including but not limited to Rural Health West and WA Primary Health Alliance, to address short to medium term solutions including investigating how other States / countries have addressed recruiting and retaining staff, including but not limited to the role Nurse Practitioners across diverse landscapes and report back to State Council as progress is made;</u></li> <li>2. <u>Continue to work with WA Health to advocate and prioritise regional health and the regional health workforce as a key strategic driver for change to ensure equitable access to health for all Australians;</u> <ol style="list-style-type: none"> <li>a. <u>To broker partnerships with WACHS, through WA Health, and other key stakeholders identified on the Area of Need database to identify and develop collaborative strategies to mitigate pathways for change; and</u></li> </ol> </li> </ol> <p><u>Develop a strong policy connection with the Australian Local Government Association as a pathway for advocating for stronger regional health service options for specialized regional health workforces.</u></p> <p>As part of an event WALGA is organising to provide information to regional Local Governments on the agencies working in primary health care in their regions, information on the role of Nurse Practitioners, and how their expertise can be utilised in regional areas, will be included.</p> <p>See Item for Noting in December State Council Agenda.</p>	<p><b>Joanne Burges</b> Executive Manager, People &amp; Place <a href="mailto:jborges@walga.asn.au">jborges@walga.asn.au</a> 9213 2018</p>

**NOTED.**



## 6.2 WALGA Regional State Council Meeting

At least once per year WALGA State Council meets in a regional location hosted by a Zone in conjunction with a Zone Forum and / or tour of local amenities, projects or points of interest.

It is proposed that the September 2019 Regional State Council meeting be hosted by the Gascoyne Zone.

Regional meetings afford State Council the opportunity to meet with Elected Members and senior officers from Local Governments within a region, to discuss issues of local and regional significance. They also allow State Councillors to meet with other regional groups of interest to gain a first-hand appreciation of the various issues confronting Local Governments in each region.

The last time that the Gascoyne Zone hosted the WALGA State Council was in 2009 in Exmouth.

It is proposed that the 2019 Regional State Council meeting be held over two days on Thursday 5 September and Friday 6 September.

Typically a Zone Forum would be held on the Thursday (5 September), to be followed by a dinner with Zone members, State Council and WALGA senior management. Then the State Council meeting would be held on the morning of Friday 6 September.

The requirements for a town to host the regional State Council meeting are:

- Ability to accommodate State Council and WALGA staff (35 rooms required);
- A venue for the Zone Forum and State Council meeting; and,
- A venue able to host dinner for the WALGA party and Zone members.

For a trip to the Gascoyne Zone, the WALGA group would travel to the Zone by plane using existing commercial services or chartering a plane if necessary. Timing of the Zone Forum, State Council meeting and other activities will be flexible depending on times of flights to and from the host town and the wishes of the hosting Zone.

In terms of cost, WALGA would be seeking a contribution from Zone members for catering for the Zone forum and dinner portions of the event on a per-head attended basis. WALGA would also be seeking use of Local Government facilities (if available) as a venue for the Zone forum and State Council meeting.

Discussion is sought regarding the venue for the regional State Council meeting. The Executive Officer will then liaise with the host Local Government and other Zone members to organise the 2019 regional State Council meeting and Zone forum.

**That the 2019 regional State Council meeting be held in Shark Bay.**

**CARRIED**

## 6.3 2019 Calendar of Zone Meetings

The following table lists State Council Meeting dates for 2019 and suggested Zone meeting dates:

2019 State Council Meeting Dates	Suggested Dates for Zone Meetings
Wednesday 6 March	Friday 22 February – Friday 1 March
Wednesday 8 May	Tuesday 23 April – Friday 3 May
Wednesday 3 July	Friday 21 June – Friday 28 June
Wednesday 5-6 September (Gascoyne Country Zone)	Friday 23 August – Friday 30 August
Wednesday 4 December	Friday 22 November – Friday 29 November

Following the same format as previous years would mean having two teleconference meetings and three in-person meetings. Two in-person meetings per year are hosted by Carnarvon with the third rotating between Exmouth, Shark Bay and Upper Gascoyne.

The meetings have been rotated as follows:

- 2011 – Shark Bay
- 2012 – Exmouth
- 2013 – Upper Gascoyne
- 2014 – Shark Bay
- 2015 – Exmouth
- 2016 – Upper Gascoyne
- 2017 – Shark Bay
- 2018 – Exmouth

Following the typical form, the November 2019 meeting would be hosted by the Shire of Upper Gascoyne. However, it may be preferable for the June meeting to be held in Gascoyne Junction, which is how the Zone scheduled meetings in 2016.

## RECOMMENDATION

**Moved: Cr Ben Dixon**

**Seconded: Cr Cheryl Cowell**

**That Zone meetings for 2019 be held as follows:**

<b>Zone Meeting</b>	<b>Type</b>	<b>Location</b>
<b>Friday 22 February</b>	<b>In-Person</b>	<b>Carnarvon</b>
Friday 3 May	<i>Teleconference</i>	
<b>Friday 21 June</b>	<b>In-Person</b>	<b>Mt Augustus if possible, or Gascoyne Junction otherwise</b>
Friday 23 August	<i>Teleconference</i>	
<b>Friday 22 November</b>	<b>In-Person</b>	<b>Carnarvon</b>

**CARRIED**

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## **7. EXECUTIVE REPORTS**

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### **7.1 State Councillor’s Report to the Zone**

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Cr Cheryl Cowell provided an update to the Zone.

**NOTED.**

### **7.2 President’s Report to the Zone**

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Tim Lane outlined the President’s Report on behalf of Cr Lynne Craigie.

**NOTED.**

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### **7.3 Department of Local Government, Sport and Cultural Industries Report to the Zone**

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Ms Benita Donda provided an update on behalf of the Department of Local Government, Sport and Cultural Industries.

**NOTED.**

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## **8. OTHER BUSINESS**

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### **8.1 Tourism in the Gascoyne Region**

The Zone discussed the issue of tourism in the Gascoyne Zone and the need for a more strategic approach to tourism product and infrastructure development.

Zone members will seek to work together to develop a regional tourism strategy and advocate to the State Government for a more strategic approach and greater investment in tourism product development.

The Zone resolved to invite key political decision makers to attend a Zone meeting in 2019 and to add a standing item relating to tourism to the Zone agenda.

### **RESOLUTION**

**That:**

- 1. A standing item devoted to tourism be added to the Gascoyne Zone agenda; and,**
- 2. the following be invited to attend meetings of the Gascoyne Country Zone of WALGA during 2019:**
  - i. The Minister for Tourism;**
  - ii. The Minister for Regional Development**
  - iii. The Minister for Environment**
  - iv. The Chair and Chief Executive Officer of the Gascoyne Development Commission**

**CARRIED**

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

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**The next ordinary meeting of the Gascoyne Country Zone will be held at 10:00am on Friday 22 February 2019 at the Shire of Carnarvon.**

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## **10. CLOSURE**

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There being no further business the Chair declared the meeting closed at 12:12pm.