



WESTERN AUSTRALIAN
LOCAL GOVERNMENT ASSOCIATION

SOUTH WEST ZONE

MINUTES

DATE Friday 26th August 2016

COMMENCING AT 9.00 am

VENUE Shire of Collie – Council Chambers

PROGRAM	9.00 am	Opening & Host Presentation
	9.05 am	Business as per agenda
	10.00 am	Morning Tea
	10.15 am	Meeting resumes
	11.00 am	Presentations
	12.00 am	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

The financial reports were emailed to members on Thursday 25 August 16

E R Fisher
Executive Officer

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1. Opening

1.1 The Zone President opened the meeting at 9.00 am and welcome all present. A special mention was made of Mr. Ben Rose the newly appointed CEO of the Donnybrook – Greenbushes Council.

1.2 The following recipients of Local Government Honours and Awards are recognized and congratulated

Distinguished Officer Awards	Long and Loyal Award.	Local Government Merit
Mr Michael Parker, CEO, Shire of Harvey	Bernie Dawson, ex Shire of Donnybrook-Balingup Jill Duncan, ex Shire of Donnybrook-Balingup Cr Charles Gilbert, Shire of Nannup Sandra Manley, ex Shire of Capel Peter McCabe, ex Shire of Donnybrook-Balingup	Tom Tuffin, ex City of Busselton

Acclamation

The Zone members responded with acclamation to the announcement

2. Attendance & Apologies

The following attendance is recorded:

Local Government	Delgate		CEO	
Shire of Augusta – Margaret River	Cr I Earl	Apology	Mr. G Evershed	Apology
Shire of Boyup Brook	Cr M Giles	Present	Mr. A Lamb	Apology
Shire of Bridgetown-Greenbushes	Cr T Pratico	Apology	Mr. T Clynch	Apology
City of Bunbury	Cr M Steck	Present	Mr A Brien	Present
City of Busselton	Cr G Henley Cr T Best	Apology Present	Ms T King	Present
Shire of Capel	Cr M Scott	Present	Mr. P Sheedy	Present
Shire of Collie	Cr W Sanford	Present	Mr. D Blurton	Present
Shire of Dardanup	Cr M Bennett	Present	Mr. M Chester	Present
Shire of Donnybrook-Balingup	Cr A Logiudici		Mr B Rose	
Shire of Harvey	Cr T Jackson	Present	Mr. M Parker Mr S Collie	Apology Present
Shire of Manjimup	Cr W De Campo	Present	Mr. A Campbell	Present
Shire of Nannup	Cr T Dean Cr Patricia Fraser Cr Patricia Fraser	Apology Present Present	Mr P Clarke Tracie Bishop	Apology Present
Executive Officer			Mr. E Fisher	Present

3. Visitors: Present

WALGA:

Mr. W Scheggia
Mr. M Batty

Other Guests

DLGC

Mr. Andrew Borrett

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.

4.2 Emergency Recovery for Local Government

President T Jackson from the Shire of Harvey provided the following snapshot of the impact of the Waroona, Harvey, Yarloop Fires in January 2016. President Jackson has provided the following notes.

- 17 days of fire. Including Uncontrolled for one week. Contained but not controlled. Evacuation center at Harvey closed, Myalup, Binningup. Moved to Australind.
- Harvey evacuated twice.
- 56 of 60 days in January and February Myalup Bushfire Brigade were active.
- 49 of 50 brigade members were on fire ground.
- Increased membership
- ESL approx. \$100,000 over normal claim for 15/16 expenditure.
- Threshold amount not covered by WANDRRA funding to start with: \$157,000 calculated on 1% of 2015 General Rates Budget.
- Response in first weeks Health inspections/ survey, air monitoring and site stabilisation.

Total Expenditure	
Actual 15/16	\$ 2,759,161.18
Actual 16/17	\$ 1,456,435.87
Total Expenditure	\$ 4,215,597.05

Total Claimed to date	\$ 3,050,066.49
Total yet to claim or out of pocket	\$ 1,165,530.56

Total yet to claim made up of
WANDRRA / MRD to be claimed \$ 891,290.80 (of this claim approx.
\$750,000 related to the bridge and can't be claimed until finalisation of bridge)

Claimed from state
1,519,866 (includes manning of vehicle control points, security patrols etc.)

Balance un-claimable \$ 274,239.76 (approx. \$68,000 of which is a business interruption claim via LGIS. This has been rejected by the assessor and is now in negotiations)

Note. Of the \$3,050,066 claimed \$558,799 remains outstanding.

Cost of financing expenditure is approx. \$19,000 in lost interest.

- Approx. cost in salaries and time spent by staff which is costed to normal operations of Council (or time after hours not claimed by staff) is - \$427,000 (doesn't include outside staff or LLC staff)
- 1100 evacuates, over week one and two of fires.
- We also processed 273 State Emergency Relief payments and ~390 Lord Mayor's Distress Relief Fund applications.
- Building Dept. processed 177 demolition permits with an average processing time of 1.8 days.
- Large effort went into providing information for the Ferguson Inquiry.
- Business Disruption at Leschenault Leisure Centre estimated at around \$90,000.

5. Confirmation of Previous Minutes

Moved	Cr M Scott	Seconded	Cr M Bennett	Carried
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MOTION:

The minutes of the meeting held at the Shire of Capel on 23 June 2016 be confirmed as a true and correct record of the meeting

6. Business Arising

Nil

7 Reports

7.1 Report by State Council Delegate

Report by State Council Delegate Cr Sanford 26 August 2016

On behalf of the WALGA SW Zone I attended the meetings of the WALGA State Council held on the 6th of July

All agenda items were supported with several with minor amendment. Item 5.1 Local Government Gift Provisions was supported with the suggested amendment by the SW Zone.

SW Zone motions on Bio Security and Review of the WALGA AGM Speakers was endorsed to the appropriate policy area.

I also took the opportunity to raise this topic with the WALGA President suggesting some discussion should be considered at the WALGA Convention.

I also spoke with CR Steven Strange, State Councilor, regarding the Central Zone Account for Grain Freights.

The minutes of the state council meetings have been circulated. If any zone delegate would like any further explanation on the outcomes/minutes of these meetings, then please feel free to raise them with me.

Cr Wayne Sanford
President SW Zone WALGA

7.2 State Presidents Report

WA Local Government Convention 2016

The WA Local Government Convention 2016 was a great success - more than 650 delegates and 250 Local Government Officers attended the conference. The trade exhibition saw 118 exhibitors who provided plenty of positive feedback.

The *Mayors & President's Forum* featured lawyer Neil Douglas speaking on the currently confusing gifts and transparency guidelines, while the *Political Forum* provided plenty of food for thought for the audience who then jumped into the *rotational dialogue* process, which created plenty of buzz and high energy for the day.

The WALGA AGM dealt with 12 motions. The liveliest debate was around Item 4.4 and 4.5 which covered the Development Assessment Panels matter. The outcome of the debate was for WALGA to advocate for a review into the panels, which will be discussed and deliberated on as part of the September State Council Meeting.

Sir Robin Wales' talk focused on Local Government and local projects in London was absolutely on the mark. There were plenty of similarities but it was the establishment of the facilities for the Olympics Stadium and management of projects that engaged the audience.

The Australian of the Year, Lt General David Morrison (ret'd) AO, spoke passionately about diversity and domestic violence and how important it was for all Councils to ensure that diversity was a feature of all that we do. He was brutally honest and challenging. It wasn't the most comfortable place to be, but probably one of the most important sessions of the Conference.

Tanya Dupagne's session on Camp Kulin showed how she is a force to be reckoned with when it comes to achieving her objectives, whilst former Fremantle Docker Peter Bell's presentation focused on the spirit of community and how important Local Government's role is in creating a sense of place and community for our young people.

There were many other presentations and opportunities for networking and learning throughout the conference which ended on Friday with an outstanding presentation from Michael Crossland. He describes himself as a survivor and an entrepreneur. His story was challenging yet inspirational and he finished to a standing ovation.

A total of 47 Elected Members and Local Government Officers were recognised as part of WALGA's Honours Program, with former Kalgoorlie-Boulder Mayor Ron Yuryevich recognised with a Local Government Medal at the gala dinner.

Gift Provisions Update

The Associations position on gifts has been considered at the previous 2 State Council meetings and is as follows;

The gift provisions relating to Local Government Elected Members and designated employees should be comprehensively reviewed.

In the immediate term, the Local Government gift requirements should align with the interpretation of a gift as described in the WA Ministerial Code of Conduct. For this to be achieved, the Minister for Local Government should amend the Local Government Act 1995, the Local Government (Administration) Regulations 1996 and the Local Government (Rules of Conduct) Regulations 2007 to provide Elected Members and Officers with exemptions for:

- 1. Gifts provided in a genuine personal capacity;*
- 2. Business involving Local Government Associations and Organisations such as WALGA, ALGA, LGMA and Regional Local Governments;*
- 3. Attendance at community events and functions provided by Community Groups;*
and

4. *Attendance at Government related functions and events (local, State and Federal) that are principally sponsored or organised by Government.*

At the last State Council meeting it was resolved that the Association would prepare the required amendments to the gift provisions ready for parliamentary drafting and to present this information to all political parties in the lead up to the 2017 State election.

On 11 August 2016, WALGA received correspondence from the Department of Local Government and Communities advising that the Director General intends to establish a working group to formulate a policy position for consideration following the State Government election in March 2017. The Association welcomes this advice and looks forward to contributing to the working group.

Mayors/Presidents Policy Forum

I recently expanded the former Metropolitan Mayors Policy Forum to provide for a whole of sector Mayors/Presidents Forum to enable a forum for all Mayors and Presidents across the State to network together.

The Mayors/Presidents Policy Forum has been tasked with the following;

- i. Advise WALGA on emerging policy issues;*
- ii. Serve as a stakeholder forum to effectively support and complement the broader work of the Western Australian Local Government Association*
- iii. Provide a networking opportunity for all Mayors and Presidents across the State.*
- iv. Provide a forum for guest speakers to present on topical sector issues.*

The Mayors/Presidents forum is proposed to be held twice per year. The first meeting of the forum was held on Tuesday 2 August 2016. Approximately 70 Mayors/Presidents attended and it was an informative meeting. The guest speaker was Neil Douglas from McLeod's Barristers and Solicitors who presented on the issue of "Gifts". In addition to gifts, discussion was held on a range of issues.

Container Deposit Scheme Commitment

It is encouraging that there finally seems to be bipartisan support for a container deposit scheme for WA now that the State Government has announced it will create a container deposit scheme to be implemented by mid-2018, based around the provision of a 10 cent refund on used containers.

The recent announcement by the State Government brings them into line with the other major political parties in WA on this issue. The Greens have long favoured a scheme while the ALP introduced supporting legislation back in 2011 that was opposed by the State Government at that time. It will also bring WA into line with South Australia and the Northern Territory that have schemes, and NSW and Queensland where similar schemes are being introduced.

Creating a container deposit scheme has been an ongoing objective of the Local Government sector for well over 10 years and is a key component the WALGA State election platform document - *Better Government Stronger Communities* – released at the Association AGM last week. We hope that the bipartisan support now shown towards this issue will be maintained and WA will be able to finally realise the environmental benefit that a container deposit scheme will deliver.

Health Act Reform Marks New Approach to Public Health

The Public Health Act 2016 ('the Public Health Act') together with the supporting Public Health (Consequential Provisions) Act 2016 ('the Consequential Act'), received Royal Assent on Monday, 25 July 2016.

WALGA supports the introduction of the Act as the foundation for a risk management approach to public health for both State and Local Governments. Implementation will occur in a staged manner over the next three to five years. WALGA is working closely with the Department of Health to ensure the Local Government sector is supported and resourced.

The first six months following Royal Assent should be considered business as usual for Local Governments. Local Governments should continue to enforce the Health Act 1911 and subsidiary legislation.

Stronger Focus on Members

The latest iteration of our WALGA Strategic Plan makes a strong commitment to refocussing our attention around member representation and connection. This is also a fundamental commitment that I gave to members when taking on the role of President.

As a result I've asked the CEO and Senior Executive Team to develop a program of direct engagement with Local Governments that will see us visit and engage with you on the issues that are important to you. My main objective is to listen and take away ideas that will help us be a better Association for you.

The same philosophy is also underpinning the development of our Communication Plan and the development of our new Customer Relations Management (CRM) system.

PRESIDENT'S CONTACTS

During the July - August period, contacts that have occurred or are scheduled to take place prior to the September State Council meeting are as follows:

State Government Relations:

- Parliamentary National Party Committee
- Hon Minister John Day, MLA, Minister for Health; Culture and the Arts
- LandCorp

Local Government Relations

- Local Government House Trust Meeting
- Local Government Grain Freight Group
- LGISWA Board Meeting
- Council Visits, Shires of Serpentine, Jarrahdale, Wandering, Boddington
- Council Visits, Shires of Gingin, Dandaragan, Moora
- ALGA National General Assembly
- State Roads Funds to Local Government Advisory Committee Meeting
- Dave Gossage/Phil Penny
- Tourism Strategy Workshop
- Kimberley Regional Group
- Jonathan Pain – Karratha
- Rhys Kelly and Allison Hailes UDIA
- Fortescue Festival

FURTHER REPORTS

Mr. W Scheggia – Legislation is being introduced to WA parliament to progress authority of Auditor - General to have authority over local government audits.

Mr. M Batty –

- 6 workshops have been conducted by WALGA.
- Reported on the bio-security issues including that leaving biosecurity control issues to the goodwill of volunteers is not a sustainable model.
- WALGA will be developing a new policy based on the findings of the workshops
- Proposed statutory review of BAM Act next year
- Refuse to accept cost shifting by government
- Minister have advised that he will be undertaking a review of DAFWA
- WALGA is meeting with the new DG

A Borrett DLGC

Report to be forwarded – not available at the time of issuing the minutes

Cr T Pratico Shire of Bridgetown - Greenbushes (existing member)
Mr T Clynych Shire of Bridgetown – Greenbushes

7.5 Cotton Bush

The CEO Shire of Dardanup Mr M Chester has advised as follows;

While in Perth last week the Shire President (Cr. Mick Bennett) and I met with the DAFWA representative about Cotton Bush control/eradication.

The attached information was provided to us. The Department is suggesting that the strategy that they have adopted with regard to Stable Fly be implemented re Cotton Bush.

This is not a formal request or directive to the Shire, just information for now.

Any formality will come through the Local Biosecurity Group I imagine.

The Stable Fly strategy requires Local Government to be heavily involved (see attached document). LGs will need to weigh this up in terms of allocation of resources.

One of the reasons that DAFWA gave for not giving Cotton Bush a high priority is that there are declared weeds and animals that are far higher risk to agriculture and therefore Cotton Bush is not give much attention. E.g. if Foot and Mouth disease were to get into Australia our beef and dairy industry would be seriously jeopardized, so by comparison, Cotton Bush is not on their agenda.

This is for information only. I expect a more formal approach will be initiated by DAFWA.

The following diagram illustrates how Stable Fly Complaints are managed by DAFWA

Two other documents namely;

Biosecurity and Regulation Invasive Species Position Statement, and

Impact Assessment – narrow Leaf Cotton Bush have been circulated prior to the meeting to CEOs and members for information.

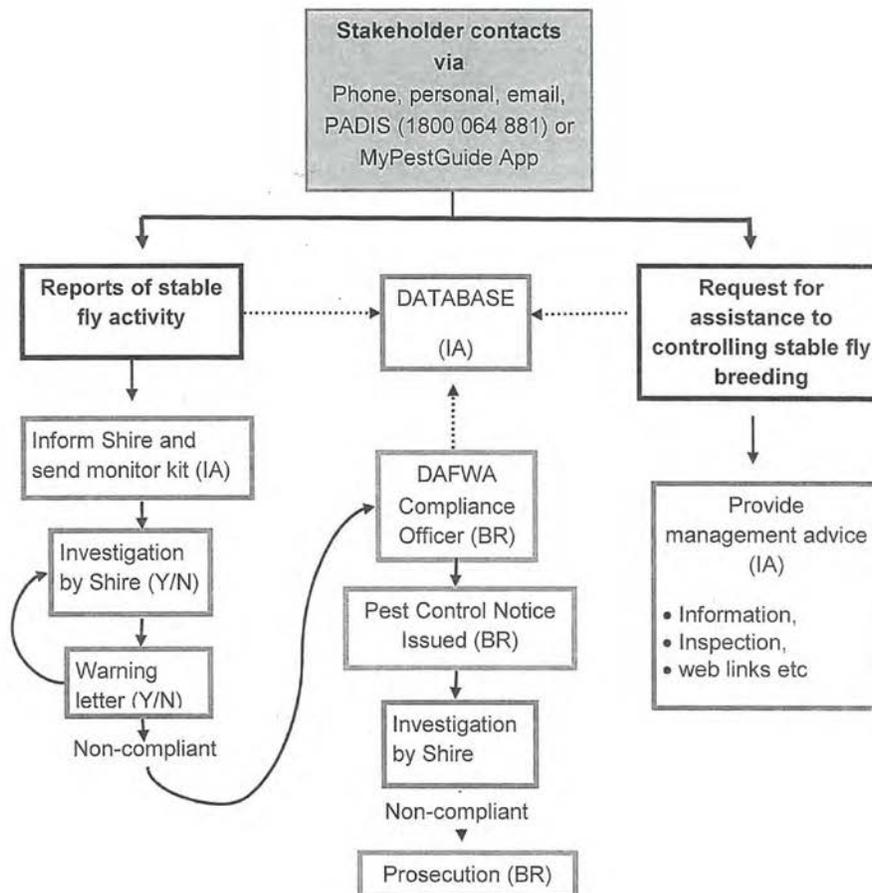


Managing Stable Fly reports and inquiries for the 2015/2016 fly season

DAFWA will assist landholders to meet their BAM Act obligations to control stable fly breeding on their properties and will provide a central register for reports of stable fly activity.

Key Principles:

1. DAFWA will maintain a central reporting & recording system for stable flies (IA) and support a regulatory framework for managing the pest under the BAM Act (BR).
2. DAFWA will work in partnership with Local Government to respond to reports.
 - a. DAFWA will supply stable fly management information to landholders (IA) and support shires to carry out regulatory and compliance functions (BR).
 - b. Local Government will be responsible for on-ground response to reports, inspections, evidence gathering and warning letters of non-compliance.



7.6 Withdrawal of Department of Local Government and Community (DLGC) owned buildings – Shire of Collie

Moved	Cr. W Sanford	Seconded	Cr M Steck	Carried
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RECOMMENDATION:

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.

Background.

The Shire of Collie and a number of SW Councils received a letter from DLGC on 4th July 2016 to advise that during the 2016-17 state budget process the State Government announced a decision that the DLGC will cease leasing and owning property for the purpose of providing subsidised accommodation to community groups and childcare providers by 30 June 2018. A copy of the letter is attached at appendix 1.

The letter states that this decision is because the allocation of subsidised accommodation to a few community groups and childcare providers is considered inequitable and the current arrangement hinders the efficient allocation of resources on the basis of demonstrated need.

This decision will affect one such property in Collie being the newly constructed Collie Early Learning Education Centre on Throssell Street, Collie. This decision will also impact the incorporated group that occupies the building, being the Collie Early Learning group Inc.

The letter goes on to say that the Department of Lands will be involved in the sale of properties and an invitation will be extended to the Shire of Collie during discussions to “ensure that appropriate facilities continue to be available for the provision of childcare services.” The Shire of Collie only recently completed construction of the Collie Early Learning Centre at a cost of \$2.2m which was funded through the supertowns allocation.

The matter was considered by the Shire of Collie at its meeting on 2nd August 2016, where the following decision was made;

Comment

Mr Scheggia WALGA has arranged a meeting with the department and DG advising of the objections from a number of zones. Approximately 30 local governments will be affected.

That in regards to the State Government's advice that property ownership and management by the Department of Local Government and Communities will cease in Collie on 30 June 2018, Council:

- 1. Advises the Department of Local Government and Communities that Council opposes the notion of disposing the Collie Child Care Centre or cancelling the lease to the Collie Early Education Inc for same premises.**
- 2. Approach the DLGC and the Minister to revoke the decision and if unsuccessful, approach the local member requesting that the opposition develop an opposing policy on this issue leading into the State Government election in 2017.**
- 3. Request that WALGA strongly oppose this action on behalf of affected Councils on the grounds of cost shifting by the state.**

CARRIED 8/0

Comment:

The letter clearly represents cost shifting by the state onto local government and a further withdrawal of government supported services for Collie. The wording of the letter indicates an expectation that Council will be a party to discussions "to ensure appropriate facilities continue to be available for the provision of childcare services".

The withdrawal of services such as Transport and childcare not only represents an inconvenience for the community but also a potential adverse financial impact on the Council and/or Community organisation should either party be forced to take ownership of the facility. Despite being a new building, future maintenance, insurance, depreciation and servicing costs are likely to be substantial.

In developing this report the CEO has made enquires of other Councils in the South West. Most Councils did not receive the letter, however the Shires of Dardanup and City of Busselton did. It is noted that some Councils operate their own facilities and others are fortunate enough to have private businesses operate childcare facilities and therefore do not have to get involved in such services.

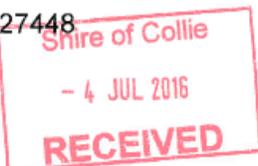
However from the Shire of Collies perspective, the correspondence is viewed as the DLGC relinquishing its responsibilities to provide such services and shifting cost to local government and community groups. In this regard, the Shire of Collie has a strong stance against any form of cost shifting by State or Federal Governments and Council seeks a stronger level of support by the State Government particularly as Collie has been nominated as a Supertown.

Appendix 1



Government of **Western Australia**
Department of **Local Government and Communities**

Our ref: E1627448



Mr David Blurton
Chief Executive Officer
Shire of Collie
87 Throssell Street
COLLIE WA 6225

Dear Mr Blurton

**THE DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITIES BUILDINGS
WITHIN THE SHIRE OF COLLIE**

The 2016-17 State Budget announcement a Government decision that the Department of Local Government and Communities will cease leasing and owning property for the purpose of providing subsidised accommodation to community groups and childcare providers. The Department will withdraw from this role by 30 June 2018, providing a two year transition period for affected parties to make alternative arrangements.

The rationale for the decision is that it is not the core business of the Department to manage property for third parties. The allocation of subsidised accommodation to relatively few community groups and childcare providers is considered inequitable, and the current arrangement hinders the efficient allocation of resources on the basis of demonstrated need.

I am writing to inform you that the Department currently owns the following property located in the Shire of Collie, and of the potential impact to the child care centre that operates by way of a special purpose incorporated community group under a license agreement with the Department, expiring on 30 June 2018.

Property	Location	Current use	License expiry
Collie Child Care Centre	Throssell Street, Collie	Child Care Centre	30/06/2018

I have written to the tenant to advise them of the decision to transition away from ownership of this property. The Department is very aware of the importance of ensuring that the Collie community continues to have access to quality childcare services.

Accordingly, we are entering into discussions with relevant government stakeholders, specifically the Department of Lands, which has responsibility for selling property assets, and we would like to extend those discussions to the Shire of Collie in order that appropriate facilities continue to be available for the provision of childcare services.

8. State Council Agenda

MOVED

THAT *the recommendations be endorsed excluding item 5.2*

Moved	Cr M Bennett	Seconded	Cr T Best	Carried
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5. MATTERS FOR DECISION 5Error! Bookmark not defined.

5.1 2016 Annual General Meeting Minutes (01-003-02-0003 TB) 5Error! Bookmark not defined.

5.2 Development Assessment Panels (05-047-01-0016 CG) Error! Bookmark not defined.

5.3 Interim Submission - Amendments to the Planning and Development (Local Planning Scheme) Regulations 2015 (05-047-01-0011 VJ) 38

5.4 Site Inspections and the Building Act 2011 (05-015-01-0003 VJ) 83

5.5 Changing Places (06-072-01-0001 EB) 90

5.6 Improving the accuracy and stability of the PAYGO heavy vehicle charges methodology (05-006-03-0007 DM) 93

6. MATTERS FOR NOTING / INFORMATION 106

6.1 Public Health Act 2016 (05-031-01-0001 JH) 106

6.2 Local Government Heritage Guidelines (05-001-071-03 NH) (06-007-0300-0016 MB) 109

6.3 Report on Local Government Road Assets and Expenditure 2014/15 (06-007-0300-0016 MB) 111

7. ORGANISATIONAL REPORTS Error! Bookmark not defined.

7.1 Key Activity Reports Error! Bookmark not defined.

7.1.1 Report on Key Activities, Environment and Waste Unit (01-006-03-0017 MJB) Error! Bookmark not defined.22 124

7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB) Error! Bookmark not defined.

7.1.3 Report on Key Activities, Infrastructure (05-001-02-0003 ID)
defined.

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7.1.4 Report on Key Activities, Planning and Community Development
(01-006-03-0014 WC) 133

7.2 Policy Forum Reports 138

Moved	Cr M Steck	Seconded	Cr W De Campo	Lost 4/6
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MOTION

DEVELOPMENT ASSESSMENT PANELS (05-047-01-0016CG)

Amendment

THAT 5.2 sub-paragraph 2. be amended by deleting \$20 million and inserting \$2 million

Moved	Cr T Jackson	Seconded	Cr M Bennett	Carried
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MOTION

THAT State Council agenda item 5.2 be endorsed

DISCUSSION – AGM

There was discussion on the merits of the AGM process and content of the WA Local Government Week Conference.

9 Zone Status Report for Aug 2016

<i>Zone</i>	<i>Agenda Item</i>	<i>Zone Resolution</i>	<i>WALGA Response</i>	<i>Up-date</i>	<i>WALGA Contact</i>
Sth West C	2016 June 23 State Council Agenda Item 5.1 Local Government Gift Provisions	<p>That item 5.1, Item 2 recommendations be amended as follows;</p> <p>By the removal of the words "continue to develop suggested" in line 1 and replacement with "Engage in Drafting relevant" and the inclusion of the words following Officers in line 3 "and forward to the Government, Opposition and relevant ministers and Opposition spokesman.</p>	<p>The resolution from the South West Country Zone was included at the State Council meeting and resolved as follows:</p> <p>STATE COUNCIL RESOLUTION JULY 2016</p> <p>That WALGA:</p> <ol style="list-style-type: none"> 1. Seek commitment from the State Government and The Opposition to align Local Government Elected Members and employees with State Parliamentarians in respect to exempting gifts received in a genuine personal capacity; and 2. Engage in drafting relevant long term Act and Regulatory provisions relating to gifts to provide more logical and relevant provisions for Elected Members and Local Government Officers. 3. As an interim measure, explore potential opportunities to amend the Local Government (Administration) Regulations to achieve exemption from disclosure of travel, accommodation and meals provided by ALGA, WALGA, LGMA and other Local Government professional associations. <p>Information will be provided to the Government, Opposition and relevant Ministers and Opposition spokesman.</p>	August 2016	<p>Tony Brown Executive Manager Governance and Organisational Services 9213 2051 tbrown@walga.asn.au</p>
Sth West C	2016 June 23 Zone Agenda Item 10.1	<p>THAT: SWZ seek that WALGA undertake a review of its annual conference including structure, format, content and cost,</p>	<p>The Local Government Convention and Exhibition was last reviewed following the 2015 convention. It is reviewed every second year in</p>	August 2016	<p>Zac Donovan Executive Manager Finance and Marketing zdonovan@walga.asn.au</p>

	Speakers at WALGA AGM		deference to the result of the survey of participating delegates. For example, a significant change to the 2016 program was to offer a speaker program more orientated around practical application than the previous balance of practical, motivational and inspirational. In addition pricing and pricing options for the convention and exhibition are maintained in reference to comparable events offered by similar organisations. The evolution of the convention is perpetual and insights for development are welcomed, especially from participating Members.		9213 2038
Sth West C	2016 June 23 Zone Agenda Item 10.2 Councillor Training Programs	That WALGA be advised that program as circulated is to be confirmed and that nominations from elected members will be sought by CEOs and advised directly to WALGA	Course dates, venue and trainers now finalised and enrolment forms available on WALGA website.	August 2016	Jacqueline Dodd Training Manager jdodd@walga.asn.au 9213 2090
Sth West C	2016 June 23 Zone Agenda Item 10.1 DAFWA Recognised Biosecurity	That: 1. The South West Zone WALGA call on the State Government to immediately reinstate adequate funding to DAFWA for biosecurity officers to enact full compliance regarding the	As per the AGM resolution, the Association will be making a comprehensive submission to the review of the Biosecurity and Agriculture Management Act 2007, and will advocate the submission recommendations to the Minister for Agriculture and	August 2016	Mark Batty Executive Manager Environment and Waste 9213 2078 mbatty@walga.asn.au

	Groups – Shire of Capel	control of declared weeds and feral animals across the South West: and 2. WALGA be requested to lobby the State Government and State Labour Party on this matter.	Food, the Director General of DAFWA and the State Biosecurity Council. It will also advocate to the State Labor Party and the Greens on this matter.		
Sth West C	2016 April 22 Zone Agenda Item 11.2 Bunbury Outer Ring Road	That WALGA lobby the state government to have the Bunbury Outer Ring Road declared a project of state significance and that both funding and a time line be identified. Furthermore, that the State approach the Federal government to contribute funding to the project.	This matter will be added to the agenda for future discussions with the Minister for Transport. Will investigate with South West Zone representatives their interest in participating in a small delegation to the Minister for Transport.	August 2016	Ian Duncan Executive Manager Infrastructure iduncan@walga.asn.au 9213 2031
Sth West C	2016 April 22 Zone Agenda Item 11.3 Review of Biosecurity and Agriculture Management Act	That WALGA be requested to seek an amendment to the Biosecurity and Agriculture Management Act to remove the exclusion on Government agencies and the Public Transport Authority currently not bound by legislation to ensure reserves in urban areas comply with “managed bushland” category. Furthermore a complete review of the act be undertaken.	The Association will be making a comprehensive submission to the review of the Biosecurity and Agriculture Management Act 2007, and will advocate the submission recommendations to the Minister for Agriculture and Food, the Director General of DAFWA and the State Biosecurity Council.	August 2016	Mark Batty Executive Manager Environment and Waste 9213 2078 mbatty@walga.asn.au
Sth West C	2016 April 22 Zone	That: <ul style="list-style-type: none"> That WALGA lobby DFES to undertake a review of Bushfire Attack Level (BAL) Mapping ; 	State Council supports state-wide, minimum <u>bushfire</u> mitigation standards, specifically to:	August 2016	Melissa Pexton Senior Policy Advisor Community

	Agenda Item 11.1 BAL Mapping	<ul style="list-style-type: none"> Continue to lobby for mandatory accreditation (WALGA, Building Commission, WAPC) 	<ul style="list-style-type: none"> Give legislative effect to <u>bushfire</u> guidelines Improve guidance on design of subdivision and buildings Provide policy guidance, model subdivision and development conditions Establish an accreditation system for BAL assessments Establish a training and education program. <p>WALGA continue to monitor the implementation of the planning for <u>bushfire</u> risk management policy framework in support of the position adopted by State Council and advocate accordingly.</p> <p>Further updates will be provided in the Planning and Community Development Key Activity Report.</p>		mpexton@walga.asn.au 9213 2080
Sth West C	2015 November 27 Zone Agenda Item 9.3 Asset Valuations and Depreciation	<p>THAT: WALGA be requested to lobby the Minister for Local Government and the Department of Local Government and Communities (DLGC) to initiate a standardised approach to the way asset valuation and depreciation expense is applied across the WA Local Government sector. This</p>	<p>WALGA staff are liaising with the DLGC in respect to a standardised approach for asset valuation and depreciation.</p> <p>This issue has been further highlighted by the information to be provided on the DLGC comparative website.</p> <p>The Zone will be kept informed as</p>	August 2016	<p>Tony Brown Executive Manager Governance and Organisational Services tbrown@walga.asn.au 9213 2051</p>

		<p>includes but is not limited to the following:</p> <p>A common methodology or framework being established to consistently identify and determine “fair value” of Local Government assets;</p> <p>A common methodology or framework being established to determine consistently how and at what rate various asset types are depreciated; and</p> <p>A review of the way asset ratios are applied by the Department of Local Government and Communities as an indicator of current and future viability.</p>	<p>this issue progresses.</p>		
<p>Sth West C</p>	<p>2015 November 27 Zone Agenda Item 8.9 Volunteer Bush Fire Brigades – Training Pathways – DFES</p>	<p>That the South West Zone of WA Local Government Association:-</p> <p>Require the Executive Officer write to the WA Local Government Association to request that State Council:</p> <ol style="list-style-type: none"> a) Seek feedback from all rural Local Governments in Western Australia to assess if this is a state wide issue that is impacting on volunteer bush fire brigades; and b) Refer this matter to the Fire and Emergency Services Commissioner to have the training for structural fires placed further down or removed from the list of prerequisites so that volunteer bush fire fighters can receive the training that they need to be effective and safe bush fire fighters, with the possibility of developing their skills as structural fire fighters later on in their 	<p>Further to WALGAs representation and advocacy to the Inter Agency Bushfire Training Subcommittee, where this issue has been raised, WALGA will be conducting workshops in the South West to address a range of emergency management issues of which training will be considered in detail. The workshop was originally scheduled for June, however was cancelled due to member commitments to an exercise in the region on the same day. WALGA will discuss a suitable date with the</p>	<p>August 2016</p>	<p>Melissa Pexton Senior Policy Advisor Community mpexton@walga.asn.au 9213 2080</p>

		careers if that is their choice.	<p>Zone.</p> <p>WALGA is planning to host workshops in September 2016 and will consult with the South West Zone for the best date.</p> <p>As part of this process WALGA is hosting a workshop with members to progress the Emergency Services Levy (ESL) Project on Tuesday 23 August at the Hyatt Hotel. This will follow the breakfast with Waroona Bushfire Special Inquirer, Euan Ferguson. Mr Ferguson will discuss the report, highlighting relevant recommendations and opportunities for Local Governments.</p>		
Sth West C	2015 June 26 Zone Agenda Item 8.7 SAI Global – Australian Standards – Subscription Costs	That the South West Zone of WALGA request the WALGA investigate the most cost effective solution for Local Governments to maintain up to date Australian Standards that apply to the activities that Local Governments are required to administer, apply to the organisation and advice given to contractors and the community.	<p>WALGA’s Procurement team is currently investigating this issue and two options are being considered:</p> <ol style="list-style-type: none"> 1. A review and refinement of our current templates and standard contract terms and conditions which Members will have access to. WALGA is in the process of engaging legal expertise to assist with the drafting of new standard contract terms and conditions for use by Members. This work will commence in August. Once finalized, these standard WALGA General Conditions of Contract will negate the need to use the Standards Australia (SA) Terms and Conditions, for those Members that wish to adopt the new WALGA General Conditions of Contract. 2. For those Members that still wish to use the SA Terms and Conditions or have access to other 	August 2016	John Filippone Executive Manager Business Solutions jfilippone@walga.asn.au 9213 2020

			<p>Australian Standards through SAI Global, WALGA will investigate the opportunity to enter into a single statewide license agreement. Municipal Association of Victoria (MAV) has already undertaken some of this work and WALGA would look to build on what has already been achieved by MAV. This will remove the need for Members to individually enter into arrangements with SA.</p>		
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10. Discussion Forum

10.3 Central Zone Account for Grain Freights

At the last meeting the Zone resolved as follows

“That the Zone President be authorised to further investigate this matter with the Avon Midland Zone and the WALGA representatives involved and advise the Zone accordingly”.

The EO has received the following email and account but is unaware of any commitment to contribute financially to this activity. Members of SWZ have attended and received minutes at the invitation of the Avon Midland Country Zone.

The EO had advised Robert that this was unexpected and the account would be placed before the Zone meeting.

A detailed breakdown of expenses was provided to the Zone President.

Email

I attach Invoice for your Zone's share of costs for the Local Government Grain Freight Group for the period 1 May 2015 to 30 April 2016.

Regards
Robert

Robert Dew
Executive Officer
AVON-MIDLAND COUNTRY ZONE WALGA

Phone - 9620 1234
Mobile - 0429 962 013
E-mail - tambin@westnet.com.au
Post - PO Box 70, Wongan Hills 6603

RESOLUTION

It was resolved that the Executive Officer write to the Secretary of the Grain Freights Group and advise that the SWZ no longer needs to be represented on the group.

11. Financial Report

SOUTH WEST ZONE WA LOCAL GOVERNMENT ASSOCIATION
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OPERATING STATEMENT FOR THE YEAR ENDING 30 JUNE 2016

2014/15 ACTUAL \$	DETAILS	NOTES	2015/16 BUDGET \$	2015/16 ACTUAL \$
6,955	Revenue Revenue from Operations	2	6,200	7,394
(10,520)	Expenditure Expenditure on Operations	3	(7,076)	(7,067)
(3,565)	Surplus (Deficit) for Year T/F to Equity		(876)	327

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDING 30 JUNE 2016

2014/15 ACTUAL \$	DETAILS	2015/16 BUDGET \$	2015/16 ACTUAL \$
15,376	Equity at 1 July	16,776	11,811
(3,565)	Surplus (Deficit) for Year T/F from Operating Statement	(876)	327
11,811	Equity at Year End	15,900	12,138

BALANCE SHEET AT 30 JUNE 2016

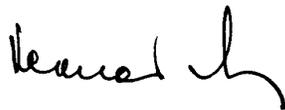
2013/14 ACTUAL \$	DETAILS	NOTES	2015/16 BUDGET \$	2015/16 ACTUAL \$
13,211	Assets Cash at Bank and Invested	4	15,900	13,538
13,211	Total Assets			13,538
(1,400)	Liabilities Sundry Creditors	5	(0)	(1,400)
11,811	Net Assets at Year End		15,900	12,138

SOUTH WEST ZONE WA LOCAL GOVERNMENT ASSOCIATION

NOTES TO ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDING 30 JUNE 2016

NOTE	DETAILS		
1	<u>Basis of Accounting</u> The Financial Statements for the South West Zone of the WA Local Government Association have been prepared on a modified cash basis and are intended for use by Association Members only		
NOTE	DETAILS	2014/15 ACTUAL	2015/16 ACTUAL
2	<u>Revenue from Operations</u> Interest on Investment Member Councils Contributions	\$ 355 <u>\$6,600</u> \$6,955	\$ 194 <u>\$7,200</u> \$7,394
3	<u>Expenditure on Operations</u> Executive Support Donation Miscellaneous Expenses	(\$7,000) (\$3,000) <u>(\$ 520)</u> (\$10,520)	(\$7,000) (\$ 0) <u>(\$ 67)</u> (\$7,067)
4	<u>Cash at Bank and Invested</u> Term Deposit Cheque Account Total	\$11,536 <u>\$ 1,675</u> \$13,211	\$11,730 <u>\$ 1,808</u> \$13,538
5	<u>Sundry Creditors</u> ER Fisher (Secretarial Service June 2016)	(\$1,400)	(\$1,400)

Annual Financial Statements for the South West Zone, WA Local Government Association prepared by Vern McKay CPA.



25 August 2016

SOUTH WEST ZONE WA LOCAL GOVERNMENT ASSOCIATION

FINANCIAL REPORT FOR THE PERIOD ENDING 31 JULY 2016

DETAILS	2016/17 ANNUAL BUDGET \$	2016/17 ACTUAL \$
Opening Cash Funds at 1 July	<u>13,394</u>	<u>13,538</u>
<u>Revenue</u>		
Interest on Investment	50	0
Member Council Contributions	7,200	0
Total Revenue	7,250	0
<u>Expenditure</u>		
Secretarial Service	(7,000)	(0)
Secretarial Service Creditor 2015/16	(0)	(1,400)
Miscellaneous Expenses	(70)	(5)
Total Expenditure	(7,070)	(1,405)
Surplus (Deficit) for Period	180	(1,405)
Closing Funds at 31 July 2016	13,574	12,133

Closing Funds at 31 July 2016 Represented By:

Cheque Account	\$403	
Term Deposit 1.5% - Holding Investment	\$11,730	\$12,133

Funds Available at 31 July 2016 **\$12,133**

12. Accounts

12.1 Payments

Executive Officer \$1400

Moved	Cr T Jackson	Seconded	Cr T Best	Carried
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MOTION:

That the financial report be received, the budget for the ensuing year be endorsed and accounts be approved for payment

12.2 Annual Fees

Moved	Cr M Scott	Seconded	Cr T Best	Carried
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MOTION

That the annual fees for membership of the Zone be set at \$600.

This is the same amount charged as last year and will provide a total income of \$7200 pa.

13. Schedule of meetings 2016

PREFERRED DATES FOR ZONE MEETINGS	Proposed Date for SWZ Meeting	STATE COUNCIL MEETING DATES 2016
Friday 25 Nov to Friday 2 Dec	Friday 25th November Shire of Dardanup	Wednesday 7 December

15. Closure

The President thanked members for their attendance and the Shire of Collie and their staff for the hospitality extended to the Zone delegates.

EO Action Items

1. Letter to Grain Freight Group EO re observer cessation
2. Contact Ms. R Boucher DCP re address to Zone at November meeting
3. Advise DEMC of SWZ member nominations
4. Issue accounts to Councils for membership fees

District Emergency Management Committee

(SW DEMC)
Membership

Seeking Local Government Representative for the SW DEMC

BACKGROUND

Western Australia uses a committee structure to assist the State Emergency Management Committee (SEMC) in the development and implementation of the State emergency management (EM) arrangements. This structure consists of committees at the State, district and local level. Interagency representation at a senior level is a crucial feature of the District Emergency Management Committee (DEMC). This ensures that appropriate advice and feedback on EM arrangements is available for Local Emergency Management Committee (LEMC) consideration. To facilitate EM arrangements in Western Australia, the State is divided into EM districts, each of which comprises a number of local governments. In each EM district the relevant Police District Superintendent is designated as the District Emergency Coordinator.

A DEMC is established for each emergency management district (s. 31 (1) of the *Emergency Management Act 2005*). The SW DEMC covers the following local governments:

Augusta Margaret River

Boyup Brook
Bridgetown Greenbushes
Bunbury
Busselton
Manjimup

Collie

Capel
Dardanup
Donnybrook Balingup
Harvey
Nannup

SW DEMC meets four times per year and if required additional meetings are facilitated to conduct DEMC exercise, district risk workshop etc. SW DEMC meetings are well attended by the regional representatives from various emergency management response and support organisations.

DEMC Executive:

- Chair, which is the District Emergency Coordinator (WA Police) – the position of Chair is appointed by the SEMC;
- Deputy Chair –DFES representative appointed by the Fire and Emergency Services Commissioner; and
- District Emergency Coordinator (if not Chair) – appointed by State Emergency Coordinator; and
- Executive Officer – SEMC District Emergency Management Advisor (DA)

Current Issue:

Local government membership, attendance and contribution at the SW DEMC is considered as of high importance by the SW DEMC members. Following is the list of current local government membership groups and members:

GROUP A BUNBURY CAPEL COLLIE HARVEY DARDANUP	SCOTT Murray Capel WIDMER Chris Bunbury (Proxy)
GROUP B AUGUSTA MARGARET RIVER BUSSELTON NANNUP	BOOTSMA Rob CESM HALL Nathan CESM (Proxy)
GROUP C BOYUP BROOK BRIDGETOWN GREENBUSHES DONNYBROOK BALINGUP MANJIMUP	PRATICO Tony Bridgetown Greenbushes VACANT (Proxy)

The current local government representation at the SW DEMC is not suitable due to:

- lack of regular attendance/availability including the current vacant position for a proxy member to represent Group C.
- there is no mechanism or forum for the chosen members to discuss the SW DEMC meeting agenda and outcomes with the other local governments. Therefore, the appointed members have limited ability to truly represent the group they have been chosen to represent.
- the Group B representation by the Community Emergency Services Manager (CESM) is suitable at the Local Emergency Management Committee (LEMC) level and not the DEMC level.

What is SW DEMC seeking from the WALGA Zone meeting?

- The SW DEMC is seeking two suitable local government representatives to represent the SW WALGA Zone at the SW DEMC meetings.

WALGA Zone TALKING POINTS – August and September 2016

1. CAPACITY BUILDING PROJECTS

1.1. Country Local Government Fund

The Department of Local Government and Communities has received further RfR CLGF funding for its Local Government Capacity Building Program 2015-2016 through to 2017-2018. Initiatives in the program include:

Local government involvement in community development

- Many local governments have expressed a desire to better connect with not-for-profit and community organisations in their area to improve community service delivery. The community development program will support this outcome in three ways:
 - 20 two-day workshops to commence in October 2016
 - 24 scholarships
 - Grants of up to \$20,000.
- Applications for the scholarships and grants close on 8 September 2016.
- Contact Kenneth Parker on 08 6552 1543 for more information.

Regional development program for young people in local government

- The development program will enable young people in country local governments to gain knowledge and skills, receive encouragement and development opportunities on the nature of leadership and ways of providing leadership in their organisation, and develop employment opportunities in the local area or region.
- The program involves three components:
 - 16 two-day training workshops to commence in October 2016
 - 40 scholarships across two rounds, and
 - Traineeships with a value of \$5,000 to pay trainee course fees and up to \$15,000 as a wage subsidy.
- Applicants for the scholarships and traineeships close on 25 August 2016.
- Contact Kenneth Parker on (08 6552 1543) for more information.

Service Delivery Reviews

- The Department is working with the University of Technology Sydney, Centre for Local Governments to deliver a series of training workshops on the service delivery review process.
- The service delivery review process:
 - enables local governments to review their current service provision and plan future service levels and arrangements, taking into account community feedback and priorities; and
 - assists local governments to consider aspirational targets (such as the construction of new community infrastructure, or expansion of a community service), elected member expectations and what can be done with existing resources.
- Registrations are now open for the following training workshops:

Perth – 24 and 25 October 2016

Merredin – 27 and 28 October 2016

Bunbury – 14 and 15 November 2016

Katanning - 17 and 18 November 2016

- Contact Virginia Scott on 08 6552 1442 for more information.

1.2. Integrated Planning and Reporting (IPR)

- The Department has been updating the guidelines and advisory documents for IPR.
- It is anticipated that the updated IPR documents will be published shortly.
- For more information contact Tim Fowler (08 6552 1439)

1.3. Elected Member Training (Non-metro only)

- The DLGC is happy to advise that the agreement to deliver Elected Member training will continue in 2016/17.
- In 2016/17, two 'core units' will be offered: Understanding Financial Reports and Budgets, and Sustainable Asset (Infrastructure) Management.
- A number of 'electives' could be offered which regions choose from (such as Effective Community Leadership, CEO Performance Appraisals, Understanding Strategic Policy, Land Use Planning, Meeting Procedures and Debating).
- Dates for August and September are:
 - **16 August** *Meeting Procedures and Debating* Mt Magnet
 - **24 August** *Land Use Planning* Gingin
 - **25 August** *Better Planning Decisions* Gingin

3. COMMUNITY PORTFOLIO INTERESTS

3.1. Parenting

- The Department is providing an extra \$3.5 million over the next four years for the community sector to deliver parenting services, bringing the total funding to about \$6 million a year.
- Initial consultations have begun with the respective State Government agencies to ascertain funding and priorities in the Parenting program.
- Initial meetings have occurred with current Parenting service providers on the Department's strategic priorities for the program area and inform them of the impending procurement process.
- The Department held discussions in July for stakeholder consultations for the Parenting Program to develop service outcomes, strategies and KPIs. A request for tender process is set to open in September.

3.2. Changes to service delivery (Parenting WA and Best Start)

- One of the decisions within the 2016-17 State Budget was that the Department of Local Government and Communities would shift focus in the parenting sector - from direct service delivery to a strategic coordination and facilitation role.
- The decision means the Department will no longer offer Parenting WA and Best Start programs from 31 December 2016.
- The Department will also establish a Centre for Parenting Excellence in Perth, which will support the parenting sector in line with community needs.
- For more information contact Kelly McIntyre (08 6552 1633)

3.3. Connect News Stories

- The Department's e-newsletter, Connect, highlights activities, events and projects.
- Connect is available by subscribing on www.dlhc.wa.gov.au