

SHIRE OF MENZIES AGENDA



27 July 2017

ORDINARY COUNCIL MEETING

Agenda for the Ordinary Council Meeting to be held on Thursday
27 July 2017 commencing at 1.00pm in the Council Chambers.

SHIRE OF MENZIES
NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Council Member,

The next Ordinary Meeting of the Shire of Menzies will be held on 27 July 2017 in the Shire of Menzies council chambers commencing at 1.00pm.

Rhonda Evans
Chief Executive Officer

21 Jul 2017

DISCLAIMER

No responsibility whatsoever is implied or accepted by the shire of Menzies for any act or omission or statement or intimation occurring during this meeting.

It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decision, which will be provided within fourteen (14) days of this meeting.

FINANCIAL INTEREST

A financial interest occurs where a Councillor, or person with whom the Councillor is closely associated, has direct or indirect financial interest in the matter. That is, the person stands to make a financial gain or loss from the decision, either now or at some time in the future.

An indirect financial interest includes a reference to a financial relationship between that person and another person who requires a Local Government decision in relation to the matter.

Councillors should declare an interest:

- a) In a written notice given to the Chief Executive Officer (CEO) before the meeting: or
- b) At the meeting, immediately before the matter is discussed.

A member who has declared an interest must not:

- Preside at the part of the meeting relating to the matter: or
- Participate in, or be present during the discussion of decision making procedure relating to the matter unless the member is allowed to do so under Section 5.68 or 5.69 of the *Local Government Act 1995*.

TABLE OF CONTENTS

1	DECLARATION OF OPENING	5
2	ANNOUNCEMENT OF VISITORS.....	5
3	RECORD OF ATTENDANCE	5
4	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	5
5	PUBLIC QUESTION TIME.....	5
6	APPLICATIONS FOR LEAVE OF ABSENCE.....	5
7	DECLARATIONS OF INTEREST.....	5
8	NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS	5
9	CONFIRMATION / RECEIVAL OF MINUTES	5
9.1	Confirmation of Minutes of the Ordinary Council Meeting held on 29 June 2017.....	5
9.2	Receival of Minutes of Goldfields Voluntary Regional Organisation of Councils (GVROC) Meeting held on 30 June 2017.....	6
9.3	Receival of Minutes of the Western Australian Local Government Association (WALGA) State Council Meeting held on 5 July 2017.....	47
10	PETITIONS / DEPUTATIONS / PRESENTATIONS.....	83
11	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	83
11.1	Presidents Report	83
12	REPORTS OF OFFICERS	84
12.1	HEALTH BUILDING AND TOWN PLANNING	84
12.1.1	Health and Building Report for the month of June 2017.....	84
12.2	FINANCE AND ADMINISTRATION	86
12.2.1	Statement of Financial Activity for the Month of June 2017	86
	Attachment 12.2.1-1 Monthly Financial for June 2017 (<i>to be tabled at the Meeting</i>)	
12.2.2	Monthly Listing of Payments for the Month of June 2017.....	88
	Attachment 12.2.2-1 Payment Listings for June 2017.....	90
12.2.3	Adoption of Budget 2017/2018	95
12.2.4	Related Party Transactions	99
	Attachment 12.2.4-1 Related Party Transactions and Disclosures.....	102
	Attachment 12.2.4-2 Procedure for Related Party Disclosure.....	107
	Attachment 12.2.4-3 Related Party Disclosures Declaration.....	111
	Attachment 12.2.4-4 Related Party Disclosure Declaration Checklist.....	118

12.4	COMMUNITY DEVELOPMENT.....	120
12.4.1	Report Lady Shenton Building for the Month of June 2017.....	120
12.5	MANAGEMENT AND POLICY.....	124
12.5.1	Actions performed under Delegation for the month of June 2017	124
12.5.2	Town Planning Strategy.....	126
	Attachment 12.5.2-1 Confidential Letter from Department of Planning.....	131
	Attachment 12.5.2-2 Advertisement of Resolution to prepare a Local Planning Scheme.....	133
	Attachment 12.5.2-3 Project Brief - (<i>to be tabled at the Meeting</i>)	
12.5.3	Department of Health – District Health Advisory Councils.....	134
	Attachment 12.5.3-1 Department of Health Media Statement.....	136
12.5.4	Meeting Dates 2017-2018.....	137
12.5.5	Application for Lease – Proposal to Lease Reserve 4531	139
	Attachment 12.5.5-1 Confidential Letter.....	142
12.5.6	Integrated Planning	145
	Attachment 12.5.6-1 Corporate Plan for year ending 30 June 2018.....	146
12.5.7	Chief Executive Officer Review	158
	Attachment 12.5.7-1 Confidential Proposal.....	160
	Attachment 12.5.7-2 Policy Annual Review.....	169
13	ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN	171
14	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING.....	171
15	ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS	171
16	NEXT MEETING.....	171
17	CLOSURE OF MEETING	171

- 1 DECLARATION OF OPENING**
- 2 ANNOUNCEMENT OF VISITORS**
- 3 RECORD OF ATTENDANCE**
- 4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 5 PUBLIC QUESTION TIME**
- 6 APPLICATIONS FOR LEAVE OF ABSENCE**
- 7 DECLARATIONS OF INTEREST**
- 8 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**
- 9 CONFIRMATION / RECEIVAL OF MINUTES**

9.1 Confirmation of Minutes of the Ordinary Council Meeting held on 29 June 2017.

That the minutes of the Ordinary Meeting of Council held on Thursday 29 June 2017 be confirmed as a true and correct record.

9.2 Receival of Minutes of the Goldfields Voluntary Regional Organisation of Councils (GVROC) Meeting held on 30 June 2017

That the minutes of the Goldfields Voluntary Regional Organisation of Councils Meeting held on Friday 30 June 2017 be received for information.

9.3 Receival of Minutes of the Western Australian Local Government Association State Council Meeting held on 5 July 2017

That the minutes of the Western Australian Local Government Association State Council Meeting held on Wednesday 5 July 2017 be received for information.



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Council Meeting

Friday 30 June 2017
In-Person Meeting
City of Kalgoorlie-Boulder Councillors Conference Room

MINUTES

CONTENTS

1. OPENING AND ANNOUNCEMENTS.....	4
2. DECLARATION OF INTEREST.....	4
3. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE	4
3.1 Apologies.....	5
3.2 Guests	5
3.3 WALGA Representatives	5
3.4 Department of Local Government and Communities Representative.....	5
4. RESIGNATION OF DEPUTY STATE COUNCILLOR – ELECTION OF A NEW DEPUTY STATE COUNCIL REPRESENTATIVE	6
5. GUEST SPEAKERS/PRESENTATIONS.....	6
6. MINUTES OF MEETINGS.....	7
6.1 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) held Friday 21 April 2017 (Attachment)	7
6.2 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) GVROC CEOs Group held Friday 26 May 2017 (Attachment)	7
6.3 Business Arising from Meetings of the Goldfields Voluntary Regional Organisation of Councils (GVROC) - GVROC Status Report for June 2017	7
6.4 Matters for Noting	7
7. GVROC FINANCE.....	8
7.1 Financial Statements for 30 April 2017 and Accounts for Payment (Attachment)	8
8. GOLDFIELDS RECORDS STORAGE FACILITY - FINANCE AND OTHER MATTERS	10
9. GVROC REGIONAL ON THE GVROC REGIONAL EQUIPMENT POOL.....	10
9.1 Finance Report on the GVROC Portable Community Events Infrastructure and Equipment Pool	10
9.2 Management Proposal from the City of Kalgoorlie-Boulder to Manage the GVROC Portable Community Events Infrastructure and Equipment Pool	12
9.3 Disposal of a GVROC's Portable Stage	13
10. GVROC BUSINESS	15
10.1 Proposed Digital Strategy for Goldfields Esperance Region	15
10.2 Planning for GVROC Functions during LG Week 2017	17
10.3 Establishment of a Working Party by GVROC to Address Law and Order Issues across the Goldfields Esperance Region	19
10.4 Goldfields Biosecurity Workshop.....	23
10.5 Review of the Goldfields Records Storage Facility	26
10.6 Implementation of the GVROC Strategic Plan	29
10.7 Restrictions on Land Subdivisions	32
11. WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS.....	34
11.1 State Councillor / Goldfields Esperance Zone President's Report (Attachment)	34
11.2 WALGA Status Report (Attachment).....	34
11.3 Review of WALGA State Council Agenda - Matters for Decision	35
11.4 Review of WALGA State Council Agenda - Matters for Noting/Information.....	38
11.5 Review of WALGA State Council Agenda - Organisational Reports	38
11.6 Review of WALGA State Council Agenda - Policy Forum Reports.....	38
11.7 WALGA President's Report (Attachment)	39
12. Agency Reports	39
12.1 Department of Local Government and Communities	39
13. Members of Parliament	39
14. LATE ITEMS as notified, introduced by decision of the Meeting	39
14.1 Closure of the Goldfields Arts Centre	39
15. FUTURE MEETINGS	41

16. CLOSURE OF MEETING..... 41

GOLDFIELDS VOLUNTARY REGIONAL ORGANISATION OF COUNCILS (GVROC)

**An in-person meeting of the GVROC Council held Friday 30 June 2017
commencing at 10.00am**

MINUTES

1. OPENING AND ANNOUNCEMENTS

The purpose of the meeting is to discuss business related to the activities of the Goldfields Voluntary Regional Organisation of Councils and to consider and provide advice to the WALGA State Council Representative, Cr Mal Cullen.

Cr Cullen opened the meeting at 10.00am welcoming all in attendance.

2. DECLARATION OF INTEREST

Pursuant to the Code of Conduct, Councillors and CEOs must declare to the Chairman any potential conflict of interest they may have in a matter before the Goldfields Voluntary Regional Organisation of Councils and Goldfields Esperance Country Zone of WALGA as soon as they become aware of it. Councillors, CEOs and Deputies may be directly or indirectly associated with some recommendations of the Goldfields Voluntary Regional Organisation of Councils and the Goldfields Esperance Country Zone of WALGA and the WALGA State Council. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

Nil

3. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

Cr Mal Cullen (Chair)
Cr Sherryl Botting
Cr Tracey Rathbone (entered the meeting at 10.04am)
Mr James Trail
Cr Jacquie Best
Mr Doug Stead
Cr Beverley Stewart (joined the meeting via teleconference)
Mr Matthew Scott (joined the meeting via teleconference)
Mayor John Bowler
Mr John Walker
Cr Patrick Hill
Cr Shaneane Weldon
Cr Jill Dwyer
Mr Steven Deckert
Cr Peter Craig, (joined the meeting via teleconference)
Cr Jamie Mazza
Ms Rhonda Evans
Cr Ian Goldfinch
Mr Ian Fitzgerald
Cr Jim Quadrio
Cr Graham Harris

President, Shire of Coolgardie
Councillor, Shire of Coolgardie
Deputy President, Shire of Coolgardie
A/CEO, Shire of Coolgardie
President, Shire of Dundas
CEO Shire of Dundas
Councillor, Shire of Esperance
CEO, Shire of Esperance
Mayor, City of Kalgoorlie-Boulder
CEO, City of Kalgoorlie-Boulder
President, Shire of Laverton
Deputy President, Shire of Laverton
President, Shire of Menzies
CEO, Shire of Laverton
President Shire of Leonora
Councillor, Shire of Menzies
CEO, Shire of Menzies
Councillor, Shire of Ravensthorpe
CEO, Shire of Ravensthorpe
President, Shire of Wiluna
Deputy President, Shire of Wiluna

Ms Helen Westcott, Joint Executive Officer

3.1 Apologies

Cr Sherryl Botting, Councillor Shire of Coolgardie
Cr Victoria Brown, President, Shire of Esperance
Cr Basil Parker, Councillor Shire of Esperance
Cr Suzie Williams, Councillor City of Kalgoorlie-Boulder
Mr Jim Epis, CEO, Shire of Leonora
Shire of Ngaanyatjaraku
Cr Keith Dunlop, President, Shire of Ravensthorpe
Mr Colin Bastow, A/CEO, Shire of Wiluna

Mr Bruce Wittber, Joint Executive Officer

3.2 Guests

Mr Jarrod Lucas, ABC reporter

3.3 WALGA Representatives

Mr Tony Brown, Executive Manager Governance and Organisational Services

3.4 Department of Local Government and Communities Representative

Nil

4. RESIGNATION OF DEPUTY STATE COUNCILLOR – ELECTION OF A NEW DEPUTY STATE COUNCIL REPRESENTATIVE

Reporting Officer: Helen Westcott, Executive Officer/Returning Officer

Disclosure of Interest: No interest to disclose

Date: 7 June 2017

Attachments: Nil

Background:

On Wednesday 7 June 2017 Cr Suzie Williams formally advised the GVROC Chair, Cr Cullen, of her resignation from her position as the GVROC's Deputy State Council representative.

Executive Officer Comment:

The GVROC Chair has discussed with the Executive Officer the need to elect a replacement for Cr Williams.

Given that between now and the local government elections in October there is only one State Council Meeting, the Chair believes that the position should remain vacant until the elections for all positions are conducted at GVROC Meeting scheduled to be held on Friday 1 December 2017.

RECOMMENDATION:

That:

- 1 GVROC note the resignation of Cr Williams, GVROC's Deputy State Councillor; and
- 2 The position of Deputy State Councillor remains vacant until after the local government elections on Saturday 21 October 2017.

RESOLUTION:

Moved: Mayor Bowler

Seconded: Cr Hill

That:

- 1 GVROC note the resignation of Cr Williams, GVROC's Deputy State Councillor; and
- 2 The position of Deputy State Councillor remains vacant until after the local government elections on Saturday 21 October 2017.

CARRIED

5. GUEST SPEAKERS/PRESENTATIONS

Nil

6. MINUTES OF MEETINGS

6.1 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) held Friday 21 April 2017 (Attachment)

Minutes of the GVROC Council Meeting held Friday 21 April 2017 have been circulated to Member Councils.

RECOMMENDATION:

That the Minutes of the GVROC Council Meeting held Friday 21 April 2017 be confirmed as a true and correct record of proceedings.

EN BLOC RESOLUTION: Moved: Cr Rathbone Seconded: Cr Mazza

That the Minutes of the GVROC Council Meeting held Friday 21 April 2017 be confirmed as a true and correct record of proceedings.

CARRIED

6.2 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) GVROC CEOs Group held Friday 26 May 2017 (Attachment)

Minutes of the GVROC CEOs Group Meeting held Friday 26 May 2017 have been circulated to Member Councils.

RECOMMENDATION:

That the Minutes of the GVROC CEOs Group Meeting held Friday 26 May 2017 be received.

EN BLOC RESOLUTION: Moved: Cr Rathbone Seconded: Cr Mazza

That the Minutes of the GVROC CEOs Group Meeting held Friday 26 May 2017 be received.

CARRIED

6.3 Business Arising from Meetings of the Goldfields Voluntary Regional Organisation of Councils (GVROC) - GVROC Status Report for June 2017

The Executive Officer will provide an update to Member Councils.

RECOMMENDATION:

That the GVROC Status Report, as presented, be received.

EN BLOC RESOLUTION: Moved: Cr Rathbone Seconded: Cr Mazza

That the GVROC Status Report, as presented, be received.

CARRIED

6.4 Matters for Noting

Nil

7. GVROC FINANCE

7.1 Financial Statements for 30 April 2017 and Accounts for Payment (Attachment)

From Executive Officer

Background:

Presenting the unaudited financial statement for the period 1 July 2016 to 30 April 2017 and the accounts approved for payment for the period 8 April 2017 to 15 June 2017

Financial Statement:

The Executive Officer provides the following comment:

1. Account 501 - Members Subscriptions – all members' annual subscriptions have been paid.
2. Account 502 – Members Subscriptions Goldfields District Display – all members' annual subscriptions have been paid.
3. Account 512 - Project General Contributions - all members' annual subscriptions have been paid.
4. Account 521 – Reimbursements – this is the reimbursement of costs of attendance at the GVROC Dinner held during Local Government Week and WALGA attendance at Warburton Meeting on 4 November 2016 (\$1,100);
5. Accounts 1512, 1513, 1514 and 1515 – Executive Officer Services – payment for Executive Officer Services and expenses incurred such as travel and accommodation.
6. Account 1555 – Council Expenses – Meeting Food and Beverage - included in this account is expenditure for the GVROC Meeting held during Local Government Week and catering for the Strategic Planning Workshop.
7. Account 1557 – Council Expenses Travel and Accommodation – this account includes the costs associated with charter flights and accommodation for the Warburton meeting on 4 November 2016.
8. Account 1559 – Council Expenses Audit – cost of undertaking the financial audit.
9. Account Reimbursements Account 1565 – amount reimbursed for attendance at GVROC Dinner.
10. Account 1846 – Project General – the cost of Strategic Planning consultancy has been paid from this account.
11. Account 1836 – Sponsorship Goldfields District Display – expenditure to assist the preparation of the Royal Show District Display.
12. Account 1848 – DLG Asset Management Business Case – reimbursement payments paid to the City of Kalgoorlie-Boulder on a quarterly basis.

Accounts Paid:

Cheque/ EFT	Date	Payee	Details	Amount incl GST
EFT	110517	Up to Date Accounting	Financial Management for April 2017	250.80
EFT	110517	City of Kalgoorlie-Boulder	Reimbursement for Maintenance/Repairs to GVROC Regional Equipment Pool	4,002.27
EFT	120517	BHW Consulting	Professional Services February 2017 and March 2017 and Reimbursements for travel and accommodation and teleconference meetings	10,351.42
EFT	170517	BHW Consulting	Professional Services April 2017 Reimbursements for	8,578.86

			travel and accommodation, Sundowner Meeting 200417 and teleconference meetings	
EFT	300517	City of Kalgoorlie- Boulder	Reimbursement of Expenditure on GERCG Asset Management Project March 2017 Quarter	13,918.13
EFT	150617	Shire of Esperance	GVROC Dinner Esperance Meeting January 2017	5,115.30
EFT	150617	Up to Date Accounting	Financial Management May 2017	79.20
				TOTAL \$42,295.98

RECOMMENDATION:

1. That the Statement of Financial Position for the period 1 July 2016 to 30 April 2017, as attached, be received.
2. That the Accounts Paid for the period 8 April 2017 to 15 June 2017 totalling \$42,295.98 be approved.

RESOLUTION:

Moved: Cr Hill

Seconded: Cr Hill

1. That the Statement of Financial Position for the period 1 July 2016 to 30 April 2017, as attached, be received.
2. That the Accounts Paid for the period 8 April 2017 to 15 June 2017 totalling \$42,295.98 be approved.

CARRIED

8. GOLDFIELDS RECORDS STORAGE FACILITY - FINANCE AND OTHER MATTERS

Reports on the Goldfields Records Storage Facility (GRS) were not available at the time of completing the GVROC Council meeting agenda.

John Walker, CEO City of Kalgoorlie-Boulder, advise the meeting that as at 30 June 2017 the GRS had a slight surplus (between \$10-15,000).

A budget for 2017/2018 would be made available shortly.

He also advised that the GRS' manager, Yvette Hargreaves, would be returning to work shortly.

Noted

9. GVROC REGIONAL ON THE GVROC REGIONAL EQUIPMENT POOL

9.1 Finance Report on the GVROC Portable Community Events Infrastructure and Equipment Pool

Reporting Officer: Tanya Gartner, Team Leader Community Wellbeing and Inclusion City of Kalgoorlie-Boulder
Helen Westcott, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 23 June 2017

Attachments: GVROC Regional Equipment Pool Hire: 01.01.2017 – 30.06.2017 (Combined)

Background:

The City of Kalgoorlie-Boulder provides regular reports on the finances and usage of the GVROC Regional Equipment Pool.

A report for the six month period 01 January to 30 June 2017 forms an attachment to the meeting agenda.

There have been no expenses in this 6 months period.

Executive Officer Comment:

No further comment.

Additional Meeting Comment:

Matthew Scott, CEO Shire of Esperance sought further clarification on the finances of the equipment pool. It was agreed that as an operational issue this matter should be discussed at the next meeting of the GVROC CEOs Group.

RECOMMENDATION:

That GVROC notes the finance and usage report of the GVROC Portable Community Events Infrastructure and Equipment Pool prepared by the City of Kalgoorlie-Boulder.

RESOLUTION: **Moved: Cr Dwyer** **Seconded: Cr Harris**
**That GVROC notes the finance and usage report of the GVROC Portable Community
Events Infrastructure and Equipment Pool prepared by the City of Kalgoorlie-Boulder.**
CARRIED

9.2 Management Proposal from the City of Kalgoorlie-Boulder to Manage the GVROC Portable Community Events Infrastructure and Equipment Pool

Reporting Officer: Tanya Gartner, Team Leader Community Wellbeing and Inclusion City of Kalgoorlie-Boulder
Helen Westcott, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 23 June 2017

Attachments: Draft Management Plan and Proposal from the City of Kalgoorlie-Boulder for the GVROC Portable Community Events Infrastructure and Equipment Pool (Regional Equipment Pool)

Background:

Since its establishment, the City of Kalgoorlie-Boulder has managed on GVROC's behalf the GVROC Regional Equipment Pool (Regional Equipment Pool).

The City has prepared a draft management plan for the equipment within the Regional Equipment Pool in respect of equipment to be purchased, coordinating equipment use, maintenance plan and budget.

A copy of the draft management plan forms an attachment to the meeting agenda.

Executive Officer Comment:

The plan is comprehensive but requires discussion amongst Member Councils as to whether it meets GVROC's requirements or needs amendment before adoption by GVROC.

The Executive Officer believes the draft management plan could be reviewed by the GVROC CEOs Group at the same time as it meets to consider and adopt the 2017/2018 Budget for the Goldfields Records Storage Facility.

RECOMMENDATION:

That the GVROC CEOs Group review the draft management plan for the GVROC Portable Community Events Infrastructure and Equipment Pool, with a final draft management plan being available for adoption at the GVROC Council Meeting to be held Wednesday 2 August 2017.

RESOLUTION: **Moved: Cr Rathbone** **Seconded: Mayor Bowler**

That the GVROC CEOs Group review the draft management plan for the GVROC Portable Community Events Infrastructure and Equipment Pool, with a final draft management plan being available for adoption at the GVROC Council Meeting to be held Wednesday 2 August 2017.

CARRIED

9.3 Disposal of a GVROC's Portable Stage

Reporting Officer: Tanya Gartner, Team Leader Community Wellbeing and Inclusion City of Kalgoorlie-Boulder
Helen Westcott, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 23 June 2017

Attachments: Nil

Background:

GVROC has a portable stage within its Portable Community Events Infrastructure and Equipment Pool (Regional Equipment Pool).

There has been some discussion regarding GVROC selling the portable stage because of the difficulty associated with its transport to and from an event location and the difficulty experienced in setting up and collapsing the stage.

It was agreed that an Expression of Interest (EOI) be prepared to determine whether there was interest from a GVROC Member Council or a local community group to purchase the portable stage. Any funds generated from the sale of the portable stage would be reinvested in the GVROC Regional Equipment Pool.

The City has prepared draft management plan for the equipment within the GVROC Regional Equipment Pools in respect of equipment to be purchased, coordinating of equipment use, maintenance plan and budget. A copy of the draft management plan forms an attachment to the meeting agenda (Refer also to Agenda item 9.2).

To assist in developing an EOI the Executive Officer requested information on the portable stage from the City of Kalgoorlie-Boulder. This has now been provided. The Executive Officer has also received a copy of the full invoice order information which details all parts that go to make up the stage in its entirety. From this information it has been found that:

- Some parts will need to be replaced;
- Some parts will need to be purchased as they are missing; and
- The wheels on the current trolleys are useless so they need to be replaced – or another system put in place to make it easier for the stage to get from A to B

The City has also provided the following information which is relevant to any considerations to sell the portable stage:

- Training should be provided to people who will be building the stage regularly;
- You can't use the stage on a hill – but you can use the stage on uneven ground;
- You can't use the stage if the ground is very soggy (but having some metal plates made will make it easier to set up the stage on grassed areas);
- To put the stage up you would need 3-4 people and it will take about 4-5 hours (one would expect this to become faster once you knew what you were doing; and
- To pull the stage down would take approx. 2-3 hours for two people (one would expect this to become faster once you knew what you were doing).

Executive Officer Comment:

From the information provided by the City of Kalgoorlie-Boulder it would appear that disposing of the portable stage and investing in equipment of greater use to Member Councils is a sensible way forward.

Given the City of Kalgoorlie-Boulder has prepared a draft management plan for the Regional Equipment Pool GVROC may wish to consider the benefit of having the City prepare the EOI for the disposal of the portable stage. This decision would of course depend upon the outcome of GVROC's deliberations on the draft management plan put forward by the City.

Once all EOIs had been received the GVROC CEOs Group would meet to finalise the sale of the portable stage.

The matter is presented for decision.

RESOLUTION: **Moved: Cr Dwyer** **Seconded: Mayor Bowler**

That GVROC request the City of Kalgoorlie-Boulder prepare an Expression of Interest for the disposal and sale of a portable stage that forms part of the GVROC Portable Community Events Infrastructure and Equipment Pool.

CARRIED

10. GVROC BUSINESS

10.1 Proposed Digital Strategy for Goldfields Esperance Region

Reporting Officer: Helen Westcott, Executive Officer

Disclosure of Interest: Nil

Date: 23 June 2017

Attachments: Nil

Background:

In April 2013 RDA Goldfields Esperance (RDAGE) in partnership with the City of Kalgoorlie-Boulder held a meeting to discuss issues associated with the roll-out of the National Broadband Network (NBN). This resulted in a proposal to develop a digital strategy for the Goldfields-Esperance Region.

One of the outcomes from these discussions was the suggestion that RDAGE would make available an amount of \$15,000 to assist in the preparation of a regional digital strategy. GVROC and the Goldfields Esperance Development Commission (GEDC) would each be asked to contribute \$15,000 to the project.

The GEDC was not in a position to make a contribution and it was determined that in order to develop a suitable strategy that both RDAGE and GVROC contribute \$20,000 each.

Executive Officer Comment:

RDAGE paid its contribution of \$20,000 to GVROC in July 2013 however nothing further has transpired with the project.

GVROC has funds available for the project if it were to proceed.

In reviewing the GVROC financial statement at the end of December 2015 it was noted that the funds are still available in the account.

This matter was reported to the GVROC Council Meeting on 29 January 2016 when the GVROC resolved as follows:

RESOLUTION: Moved: Cr Williams Seconded: Cr Brown

That the matter lie on the table and be referred to the Technical Officers Working Group for further consideration.

CARRIED

The resolution shown above was made following the City of Kalgoorlie-Boulder advising its incoming CEO had considerable expertise in the area of digital technology and its application.

Subsequent to this the then Technical Officers Working Group resolved as follows at a meeting held Friday 18 March 2016:

RESOLUTION: Moved: John Walker Seconded: Paul Webb

That the City of Kalgoorlie-Boulder's CEO assist the GVROC Technical Officers Working Group in preparing a regional digital strategy.

CARRIED

Given that the funds have been held for nearly 4 years and little progress has been possible in preparing a digital strategy for GVROC's Member Councils, the Executive Officer believes Member Councils should consider whether it may be appropriate for the funds to be returned to RDAGE.

RECOMMENDATION:

That the GVROC:

1. Note that work associated with the development of a digital strategy for the Goldfields Esperance Region has not commenced; and
2. Return the \$20,000 in funding allocated to GVROC as a contribution from RDA Goldfields Esperance as its contribution to the development of a digital strategy for the Goldfields Esperance Region.

RESOLUTION: **Moved: Cr Best** **Seconded: Cr Dwyer**

That the GVROC:

1. **Note that work associated with the development of a digital strategy for the Goldfields Esperance Region has not commenced; and**
2. **Contact RDA Goldfields Esperance to discuss alternative uses for the funding allocated to GVROC for the development of a digital strategy for the Goldfields Esperance Region.**

CARRIED

10.2 Planning for GVROC Functions during LG Week 2017

Reporting Officer: Helen Westcott, Executive Officer

Disclosure of Interest: Nil

Date: 25 June 2017

Attachments: Nil

Background:

Arrangements for the GVROC Council Meeting on Wednesday 2 August 2016 at the Perth Convention and Exhibition Centre (PCEC) are underway.

Two functions are planned:

- GVROC Dinner – a date for the dinner has yet to be finalised; and
- GVROC Council Meeting – Wednesday 2 August 2016.

Executive Officer Comment:

The Executive Officer believes that, as for last year's dinner, the GVROC dinner should be held on Tuesday 1 August 2017. From feedback received this date worked well as it allowed delegates to arrive ahead of the GVROC Meeting the following morning but did not impact upon any convention functions. This year it is slightly different in that following the Mayors and Presidents Forum on the Tuesday afternoon there is a reception from 5.30 to 7.00pm.

The Executive Officer believes holding the function on the Tuesday evening is still the best option as it is difficult to know when the AGM the following afternoon will end and the timing of that determines when the convention opening reception can commence. On the Thursday evening there is another "sundowner" function.

Whilst the Executive Officer has not looked into possible restaurants for the GVROC dinner it is suggested that the three restaurants identified last year be investigated for this year's dinner. The three restaurants previously identified included:

- Lalla Rookh located in Howard Street Perth – the restaurant takes group bookings, so this suits GVROC as a group and has a menu with sufficient choice to provide for everyone.;
- The Adelphi Grill located in the Parmelia Hotel – this is where last year's dinner was held; and
- Public House located just across the road from the Perth Concert Hall – whilst a little further away from many of the hotels where Member Council will be staying it is still in walking distance for most. Again group bookings can be accommodated and the choice of food should suit most.

The program for the GVROC Council Meeting to be held Wednesday 2 August 2017 is as follows:

Meeting Date:	Wednesday 2 August 2017
Meeting Venue:	Perth Conference and Exhibition Centre (meeting room still to be advised)
Meeting Commences:	9.00am
Morning Tea:	10.30am
Meeting Concludes:	12.30-12.45pm (Delegates will have time to obtain lunch and get ready for the WALGA AGM which starts at 1.30pm)

Invitations have been accepted by the following people to meet with GVROC Council at this meeting:

- Ms Lauren Barnett, Senior Associate Squire Patton Boggs; and
- Ms Tanya Dupagne, Camp Kulin Manager.

The GVROC CEOs Group also suggested that the Regional Services Reform Group currently within the Department of Regional Development could be invited to the meeting. However with the recent changes to State Government administrative arrangements the future status of this Group is unknown and an invitation has not been extended at this time.

A further suggestion from the GVROC CEOs Group was the Minister for Agriculture or her representative to discuss the State Government's position around biosecurity. An invitation has not been extended at this point.

Invitations to both WALGA and the Department of Local Government and Communities will be extended as per normal GVROC Council Meetings.

Additional Meeting Comment:

It was agreed amongst meeting attendees that an invitation to the Minister for Regional Development should be extended to attend the GVROC Council Meeting to be held in Perth on Wednesday 2 August 2017.

John Walker advised that the Regional Services Reform Group would be travelling to Kalgoorlie.

Consultation: Nil

Voting Requirement: Simple majority

RECOMMENDATION:

That:

1. The GVROC Dinner be held on the evening of Tuesday 1 August 2017;
2. The GVROC Executive Officer finalise arrangements for the GVROC Dinner; and
3. Member Councils have RSVPs for both the GVROC Dinner and Meeting to the Executive Officer no later than COB on Monday 17 July 2017 so catering for both the GVROC Dinner and Meeting can be finalised.

RESOLUTION: **Moved: Mr Fitzgerald** **Seconded: Cr Rathbone**

That:

1. The GVROC Dinner be held on the evening of Tuesday 1 August 2017 at the Adelphi Bar and Grill in the Parmelia Hilton Perth;
2. The GVROC Executive Officer finalise arrangements for the GVROC Dinner; and
3. Member Councils have RSVPs for both the GVROC Dinner and Meeting to the Executive Officer no later than COB on Monday 17 July 2017 so catering for both the GVROC Dinner and Meeting can be finalised.

CARRIED

10.3 Establishment of a Working Party by GVROC to Address Law and Order Issues across the Goldfields Esperance Region

Reporting Officer: Helen Westcott, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 25 June 2017

Attachments: Correspondence from the Department of Aboriginal Affairs re the Wati Association

Background:

At the GVROC Council Meeting held in Esperance on Friday 3 February 2017 the Shire of Laverton requested that the issue of law and order be considered by GVROC's Member Councils.

This request was agreed to. Following discussion GVROC Council resolved as shown below:

RESOLUTION: *Moved: Mayor Bowler* *Seconded: Cr Weldon*

1. *That the GVROC Council congratulate the Shire of Laverton for raising the concerns around law and order. The GVROC as a body support the matters that have been raised and the City of Kalgoorlie-Boulder be asked to keep all Member Councils informed of the ongoing discussions between the City of Kalgoorlie-Boulder, relevant agencies and suppliers of alcohol.*
2. *That the City of Kalgoorlie-Boulder be requested to organise a working party of interested Member Councils to progress this matter.*
3. *That the GVROC Chair prepare a media statement on the outcomes of the discussion with a copy to be sent to all political parties.*
4. *That GVROC write to the Commissioner of Police seeking an increased police presence in communities across the Goldfields Esperance Region.*

CARRIED

The matter was further considered by GVROC Council both informally at a meeting on the evening of Thursday 20 April 2017 and formally at the GVROC Council Meeting held the following day. At this time it was further resolved as shown below:

RESOLUTION: *Moved: Cr Hill* *Seconded: Cr Stewart*

That:

1. *GVROC establish a Working Party to develop a strategy to address ways to improve law and order issues across the region;*
2. *That the GVROC CEOs Group be requested to develop Terms of Reference for consideration by the GVROC at the GVROC Council Meeting scheduled for Friday 30 June 2017; and*
3. *Support to the Working Party by provided by the GVROC Executive Officer.*

CARRIED

The matter was discussed at the GVROC CEOs Group Meeting on Friday 26 May 2017 when it recommended the GVROC Council as follows:

RESOLUTION: *Moved: John Walker* *Seconded: Jim Epis*

That given all GVROC Members wish to be represented on any working party established in relation to law and order issues, the CEO Group recommend to the GVROC Council that:

1. *the regular GVROC Council and CEOs Group Meetings are the appropriate forum where the issue of law and order should be discussed and that each meeting agenda have a standing agenda item on the matter of law and order; and*
2. *an action within the GVROC Strategic Plan includes a strategy relating to law and order issues.*

CARRIED

Following the GVROC Council Meeting on 20 April 2017 the following comment was made by Jim Epis CEO, Shire of Leonora to the GVROC CEOs Group Meeting on Friday 26 May 2017:

I refer to Minutes of GVROC meeting held in Kalgoorlie 21st April, 2017, in particular Item 8.2 Establishment of a Working Party by GVROC to Address Law and Order Issues across the Goldfields Esperance Region.

Dot point 1 of the recommendation was "GVROC establish a Working Party to develop a strategy to address ways to improve law and order issues across the region".

If the law and order issues we are referring to involve aboriginal people, it is my opinion that aboriginal people should be involved in developing their own strategies to overcome the issues.

Without naming individuals at this stage, the aboriginal people within our region have the leaders that could easily develop strategies. The Goldfields Wati Law and Culture Association Inc is an organisation with its membership open to all aboriginal men who have been initiated according to Western Desert Law. I believe that each of our local governments in the region would have a Wati member somewhere.

Please see attached a letter from the Department of Aboriginal Affairs which provides additional information in regards the objects of the Wati Association.

Problem is, how do we involve the aboriginal women in developing strategies and providing direction?

If a group of aboriginal leaders within our region could be formed of course it would need resources but surely this issue could be taken up with the State Government.

A copy of the letter referred to by the CEO Shire of Wiluna forms an attachment to the meeting agenda.

In considering the matter the GVROC CEOs Group at its meeting on Friday 26 May 2017 made the following further comments for consideration by the GVROC Council:

The question was raised as to whether the working party was to cover the broad law and order issue or specific segments. It was generally agreed that whilst indigenous issues were a part of the consideration it was felt that the intent of the working party was to cover the more broad law and order issues.

The question was also raised as to who, if a working party was formed, would be invited to join the group?

The City of Kalgoorlie-Boulder indicated that it was interested in being involved however there were a significant number of law and order issues that the City was currently involved in and as such was not in a position to be directly involved in organising and managing a working party.

The CEOs Group were of the opinion that the work involved with establishing and operating a separate working party was unnecessary and duplication of effort and that both the GVROC Council and CEOs Group could include on each agenda, as a standing agenda item, law and order issues.

John Walker reported to the meeting that on the 17 May the Hon Alan Tudge, Federal Minister for Human Services visited the City together with the Shire of Laverton to discuss issues generally around the "cashless debit card". The Shire of Leonora also attended the meeting at Laverton.

James Trail A/CEO Shire of Coolgardie advised he had spoken to the police in Kambalda on law and order issues generally.

John Walker also commented on the apparent lack of coordination of Government services in the region. Initially the heads of agencies didn't see that local government had a need to be involved in the coordination group. The City however took the view that it is "our City" and pushed hard to achieve permanent

representation for local government. There is also the opportunity for GVROC members to attend meetings as the agency group meets around the various areas within GVROC. John urged the Councils to take up the opportunity if the circumstances allowed.

Jim Epis indicated that the Shire of Leonora has interagency meetings every two months

Matthew Scott advised that the Shire of Esperance had also initiated a meeting with local agencies.

John Walker also reported that the City had held its first meeting on the liquor accord. There was unanimous agreement to form a liquor accord which will be driven by the City.

During discussion it was suggested that Superintendent Darryl Gaunt be invited to attend the next GVROC Meeting.

It was also suggested that GVROC consider inviting the State Government Reform Group to the GVROC August Meeting.

Executive Officer Comment:

An invitation has been extended to Superintendent Darryl Grant to attend the meeting but at the time of writing this agenda item no response had been received.

In regard to the suggestion that the State Government Reform Group be invited to the GVROC Meeting held during Local Government Week this suggestion has been listed in Agenda item 10.2.

Additional Meeting Comment:

The Mayor advised that the City was still trying to arrange the trip to Ceduna for local indigenous leaders to see how the cashless card operates in Ceduna.

The meeting discussed the widening of the trip to include indigenous leaders from across GVROC. This was considered to be a good idea as it would allow each community the opportunity to gain a better understanding of how the cashless card operates. Member Councils would fund the cost of the trip for each person from their community travelling to Ceduna.

Consultation: Nil

Voting Requirement: Simple majority

RECOMMENDATION:

That:

1. The regular GVROC Council and CEOs Group Meetings are the appropriate forum where the issue of law and order should be discussed and that each meeting agenda have a standing agenda item on the matter of law and order; and
2. An action within the GVROC Strategic Plan includes a strategy relating to law and order issues.

RESOLUTION: **Moved: Cr Harris** **Seconded: Cr Dwyer**

That:

- 1. The regular GVROC Council and CEOs Group Meetings are the appropriate forum where the issue of law and order should be discussed and that each meeting agenda have a standing agenda item on the matter of law and order;**
- 2. An action within the GVROC Strategic Plan includes a strategy relating to law and order issues; and**
- 3. Interested Member Councils work with the City of Kalgoorlie-Boulder in arranging a delegation of indigenous leaders from within their respective communities to travel to Ceduna to see how the cashless card operates. In arranging the trip, participating Councils will:**
 - a) Through their CEOs coordinate the invitations to indigenous leaders to travel to Ceduna and ensure that their delegates are available to travel to Ceduna once an itinerary has been finalised; and**
 - b) Fund the cost of travel and accommodation of the trip.**

CARRIED

10.4 Goldfields Biosecurity Workshop

Reporting Officer: Helen Westcott, Executive Officer

Disclosure of Interest: Nil

Date: 25 June 2017

Attachments: Nil

Background:

At the GVROC Council Meeting in Kalgoorlie on Friday 22 April 2016, the Shire of Wiluna requested that the issue of resourcing for the Southern Rangelands Natural Resource Management (SNRM) unit of the statewide agency Rangelands Natural Resource Management WA be considered by GVROC. It was resolved that a meeting with representatives from Rangelands NRM WA be arranged. A meeting with Dr Gaye McKenzie, CEO Rangelands NRM WA, and Mr Kieran Massie, Program Manager Rangelands NRM WA, was arranged during the meeting held in Perth on Wednesday 3 August 2016.

Following this meeting GVROC Council resolved as shown below:

RESOLUTION: *Moved: Cr Hill* *Seconded: Cr Dwyer*

That GVROC:

1. *Write to the Department of Mines and Petroleum requesting involvement in the review of the 1998 Memorandum of Understanding (MoU) established between the Departments of Mines and Petroleum and Planning;*
2. *Arrange annual updates from Squires Patton Boggs on Native Title issues affecting GVROC's Member Councils; and*
3. *Seek to hold discussions with other groups from across the Goldfields Esperance region involved in landcare management.*

CARRIED

The Executive Officer sought the assistance of WALGA in arranging a workshop. A number of agencies/groups were invited to participate in the workshop, with the following representatives were able to attend the workshop held in Kalgoorlie on Friday 21 April 2017:

- Goldfields Rangelands Biosecurity Association – Ross Wood, the Goldfields Rangelands Biosecurity Association's Executive Officer;
- Rangelands NRM – Gaye McKenzie, CEO Rangelands NRM and Kieran Massie, Program Manager Rangelands NRM;
- South Coast NRM – representatives from the South Coast NRM were unable to attend the workshop but Gaye McKenzie from Rangelands NRM represented their key projects;
- Kalgoorlie-Boulder Urban Landcare Centre – the Kalgoorlie-Boulder Urban Landcare Centre's CEO, Kim Eckert;
- Department of Food and Agriculture WA – Glenice Batchelor, Biosecurity Officer, DAFWA; and
- Goldfields Land and Sea Council – Barry Hooper, Ranger Coordinator, and Trevor Donaldson Jnr, Ranger Superintendent.

The workshop was facilitated by Mark Batty, WALGA's Executive Manager Environment and Waste.

Executive Officer Comment:

Whilst not being able to attend the workshop, the Executive Officer understands that the workshop was well received by participants.

The Executive Officer sought feedback from Mark Batty as to how he felt the workshop was received. In summary he provided the following comments:

- One key issue that the workshop sought to address was improving the level on knowledge about what is actually happening and by whom in the NRM/biosecurity realm across the GVROC region as whole. Having a standing agenda item on

NRM/biosecurity matters would assist in ensuring regular information updates are available for Member Councils.

- In addition to the above, Mark Batty suggested that it would be beneficial for GVROC to consider requesting perhaps a twice yearly update on current and future projects from the following:
 - ✓ Rangelands NRM;
 - ✓ South Coast NRM;
 - ✓ Goldfields Land and Sea Council; and
 - ✓ Goldfields Nullarbor Rangelands Biosecurity Association.

These meetings could be held around the meetings scheduled for Esperance and Perth.

- Another option to the one just detailed above to provide for greater profiling of and engagement of GVROC in the on-ground activity being undertaken in the region is to hold an annual presentation day similar to the workshop, either as stand-alone event or as part of a GVROC Council Meeting (Mark Batty noted that it would be interesting to get a feel for how and if the GVROC want more input into the programs/projects of the four main organisations – this was an issue that did get discussed in any depth at the workshop).
- Mark Batty believed that it would be worthwhile for more formal arrangements to be in place between the GVROC and each of the four groups listed above, not just related to leveraging funding and seeing where current individual Member Councils funding is going to but also to provide for greater input in partnering/undertaking of more projects of value to the GVROC as region. He thought this might be an issue for discussion within the GVROC CEOs Group before it was considered at Council level.

The above dot points cover matters around NRM/biosecurity that can be addressed in the short-term.

Mark Batty also commented that into the future the GVROC might look to establish its own NRM region. Whilst acknowledging this would take considerable time and commitment by GVROC, precedence for this has been set with the recent Peel Harvey Catchment Council splitting from South West Catchment Council to become its own NRM region. This model (eg a “Goldfields NRM” region) could then contract works through these, and other, project deliverers, much like the other NRMs. In Mark’s view there are some good arguments for the case to be put to the State and (predominately) the Commonwealth (as the main funding entity) for this to take place.

Mark Batty has also indicated that he is happy to meet with the GVROC CEOs Group to further any or all of the above issues.

Member Councils need to determine whether GVROC is serious in pursuing greater involvement in NRM/biosecurity issues.

The matter was discussed at the GVROC CEOs Group Meeting on Friday 26 May 2017 when it recommended the GVROC Council as follows:

RESOLUTION:	Moved: Jim Epis	Seconded: Matthew Scott
<ol style="list-style-type: none"> 1. <i>That the GVROC CEOs Group recommends to the GVROC Council that an invitation be extended to the Minister for Agriculture or her representative to attend a GVROC Council Meeting to discuss the State Government’s position around biosecurity in the Goldfields region so that GVROC is aware of the details before it determines a position.</i> 2. <i>That the issue of biodiversity and natural resource management be included in the GVROC Strategic Plan.</i> 		

CARRIED

In regard to the suggestion that the Minister for Agriculture or her representative be invited to the GVROC Meeting held during Local Government Week this suggestion has been listed in Agenda item 10.2.

Consultation: Nil

Voting Requirement: Simple majority

RECOMMENDATION:

1. That GVROC extend an invitation to the Minister for Agriculture or her representative to attend the GVROC Council Meeting on Wednesday 2 August 2017, in Perth, or such other meeting if she is unable to attend the Perth meeting, to discuss the State Government's position around biosecurity in the Goldfields region so that GVROC is aware of the details before it determines a position.
2. That the issue of biodiversity and natural resource management be included in the GVROC Strategic Plan.

RESOLUTION:

Moved: Cr Rathbone

Seconded: Cr Harris

-
1. That GVROC extend an invitation to the Minister for Agriculture or her representative to attend the GVROC Council Meeting on Wednesday 2 August 2017, in Perth, or such other meeting if she is unable to attend the Perth meeting, to discuss the State Government's position around biosecurity in the Goldfields region so that GVROC is aware of the details before it determines a position.
 2. That the issue of biodiversity and natural resource management be included in the GVROC Strategic Plan.

CARRIED

10.5 Review of the Goldfields Records Storage Facility

Reporting Officer: Helen Westcott, Executive Officer

Disclosure of Interest: Nil

Date: 25 June 2017

Attachments:

Background:

As Member Councils are aware, GVROC has established a committee to review the operations of the Goldfields Records Storage Facility (GRS). Currently the review committee's membership is as shown below:

- Matthew Scott, CEO Shire of Esperance (Chair)
- John Walker, CEO City of Kalgoorlie-Boulder
- Tanya Browning, D/CEO Shire of Leonora
- Ian Fitzgerald, CEO Shire of Ravensthorpe

The review committee has met on two occasions. At its first meeting held Friday 6 January 2017 Terms of Reference (ToR) were developed. These were considered and adopted by GVROC Council when it met in Esperance on Friday 3 February 2017. At this time GVROC Council resolved as follows:

RESOLUTION: *Moved: Cr Rathbone* *Seconded: Cr Harris*

That GVROC adopt the following Terms of Reference for the review of the Goldfields Records Storage Facility:

1. *Determine the expectations of the GVROC Member Councils on the role and purpose of the Goldfields Records Storage Facility;*
2. *Review the current storage usage by GVROC Member Councils to establish "barriers" to usage and determine appropriate strategies and processes to encourage greater use by GVROC Members Councils;*
3. *Review the requirements and/or need by GVROC Member Councils for professional records management assistance provided through the Goldfields Records Storage Manager;*
4. *Review current marketing strategies to encourage use by government and commercial clients and potential "barriers" to greater use by such clients;*
5. *Examine current budget and accounting practices/processes (including fees charged) to determine what changes could be implemented to improve the financial efficiency;*
6. *Review the current management agreement between the GVROC Member Councils and the City of Kalgoorlie-Boulder and provide recommendations on potential changes to the management agreement and structure including the possibility of establishing a regional subsidiary.*

CARRIED

The review committee met again on Friday 17 March 2017 to work through each of the ToR. Following discussion around the ToR the review committee resolved as follows:

RESOLUTION: *Moved: Ian Fitzgerald* *Seconded: John Walker*

That:

1. *The Goldfields Records Storage Manager, Yvette Hargreaves, upon her return to work and subject to her ability to travel, be requested to visit each GVROC Member Council to review their current record management practices and prepare a report on the current standard of the Council's records management systems and processes; and*
2. *The information gathered from these reviews be used to develop a minimum records management benchmark for use by GVROC's Member Councils.*

CARRIED

Executive Officer Comment:

As Member Councils are aware, the GRS' manager is currently on leave due to sustaining a work related injury and is not anticipated to return to work until mid-July of this year. This puts in jeopardy the successful completion of the current review of the GRS.

Whilst the City of Kalgoorlie-Boulder provided a brief report to the GVROC Council Meeting held Friday 28 April 2017 there has been no further information volunteered by the City as to the GRS' performance.

Additionally, the Shire of Wiluna advised as follows on Friday 1 May 2017 of its intention to withdraw from the GRS:

Hi All

Please be advised that the Shire of Wiluna's Council had resolved the following at its Ordinary Council Meeting held on the 26 April 2017:

That Council:

Authorise the CEO to withdraw the Shire from being a member of the GVROC Regional Record Storage Facility.

CARRIED 5/0

For the Shire to remain a member of the GVROC Regional Record Storage Facility there will need to be extra record management services on offered, as the Shire can establish and operate its own records storage facility at a considerable lessor cost than the GVROC Storage Facility. I currently plan to make a decision on this matter sometime within the next fortnight.

Regards

*Colin Bastow
Acting CEO*

Prior to receiving the above information from the Shire of Wiluna, Matthew Scott as Chair of the Records Review Committee requested that a meeting be held following the GVROC CEOs Group meeting on Friday 26 May 2016, the Executive Officer believes that the matter should be considered by the GVROC CEOs Group as a whole.

During the GVROC CEOs Group Meeting on Friday 26 May 2017 the following additional comment was made:

The meeting noted that the Shire of Wiluna has indicated that it will be withdrawing from membership of the Goldfields Records Storage Facility.

John Walker CEO, City of Kalgoorlie-Boulder advised that when Yvette Hargreaves, Manager Goldfields Records Storage facility returns to work she will be is on light duties and this could be long term. Consequently she will not be in a position to undertake the duties of visiting GVROC Member Council to review their current record management practices and prepare a report on the current standard of the Council's records management systems and processes.

The question was raised that if the Manager is on workers compensation was it possible to engage someone to undertake the work being requested and determine a benchmark.

It was also enquired whether there was anyone in the GVROC Membership that could be seconded to the role.

Concern was expressed that GVROC Member Councils may not be meeting the requirements of the State Records Act.

The GVROC CEOs Group following consideration of this issue resolved as follows:

- RESOLUTION:** **Moved: Ian Fitzgerald** **Seconded: Doug Stead**
-
1. That GVROC President write to Shire of Wiluna expressing disappointment at the decision to withdraw from the Goldfields Records Storage Facility and advising that the Shire of Wiluna must comply with the requirements of clause 15 of the Archives and Record Management Agreement signed on the 1 February 2013.
 2. That the Executive Officer seek two quotes from records professionals to undertake a records review including visiting GVROC Member Council to review their current record management practices and prepare a report on the current standard of the Council's records management systems and processes.
 3. That the Goldfields Records Storage Facility Committee be disbanded and its functions be undertaken by the GVROC CEOs Group.
 4. That the Executive Officer arrange a meeting of the GVROC CEOs Group by mid-June 2017 to enable the Goldfields Records Storage Facility budget to be adopted.
- CARRIED**

Since the GVROC CEOs Group Meeting the Executive Officer has been undertaking work to develop a brief to seek quotations from appropriate record professionals to undertake the scope of the work outlined in part 2 of the above resolution. As the GVROC Council has already agreed to fund the work associated with this consultancy it is proposed that the brief will provide that all GVROC Member Councils will be offered the opportunity to participate in the review.

In respect to part 4 of the above resolution the City of Kalgoorlie-Boulder has been approached to prepare a draft Goldfields Records Storage Facility budget. At the time of preparing this agenda item a draft budget had not been provided to the Executive Officer.

Consultation: Nil

Voting Requirement: Simple majority

RECOMMENDATION:

1. That GVROC President write to Shire of Wiluna expressing disappointment at the decision to withdraw from the Goldfields Records Storage Facility and advising that the Shire of Wiluna must comply with the requirements of clause 15 of the Archives and Record Management Agreement signed on the 1 February 2013.
2. That GVROC disband the Goldfields Records Storage Facility Committee with its functions be undertaken by the GVROC CEOs Group.

- RESOLUTION:** **Moved: Mr Fitzgerald** **Seconded: Cr Quadrio**
-
1. That GVROC write to the Shire of Wiluna seeking information regarding its reasons for withdrawing from the Goldfields Records Storage Facility.
 2. That GVROC disband the Goldfields Records Storage Facility Committee with its functions be undertaken by the GVROC CEOs Group.
- CARRIED**

10.6 Implementation of the GVROC Strategic Plan

Reporting Officer: Helen Westcott, Executive Officer

Disclosure of Interest: Nil

Date: 25 June 2017

Attachments: GVROC Strategic Plan

Background:

GVROC formally adopted its Strategic Plan at the GVROC Council Meeting held in Esperance on Friday 3 February 2017. At this time GVROC Council resolved as follows:

RESOLUTION: *Moved: Mr Stead* *Seconded: Cr Harris*

That GVROC:

1. *Adopt the Strategic Plan prepared by Puzzle Consulting; and*
2. *Provide copies of the Strategic Plan to the Premier, the Leader of the Opposition, Leader of the National Party, all current members of parliament at both State and Federal level, the Goldfields Esperance Development Commission and RDA Goldfields Esperance; and*
3. *Request the GVROC CEOs Group develop an implementation plan to ensure the objectives and goals that underpin the Group's strategic vision are realised, with the implementation plan to be completed before the end of the 2016/2017 financial year.*

CARRIED

In developing an implementation plan, GVROC has also requested that the CEOs Group consider the establishment of a regional information network. This request resulted from the discussion lead by the Shire of Dundas regarding the establishment of an online newspaper. The discussion at the GVROC Council meeting held Friday 3 February 2017 resulted in GVROC Council meeting resolving as follows:

RESOLUTION: *Moved: Cr Best* *Seconded: Cr Rathbone*

That the matter of the establishment of a Goldfields Regional Information Network be referred to GVROC CEOs Group for consideration as part of the development of an implementation plan for the GVROC the Strategic Plan.

CARRIED

At the February meeting of the GVROC Council the Shire of Dundas also raised the matter of whether a facility similar to Camp Kulin could be established in the Goldfields Esperance Region. Following discussion of the proposal the meeting resolved as shown below:

RESOLUTION: *Moved: Cr Best* *Seconded: Cr Williams*

1. *That the GVROC Council extend an invitation to a representative of Camp Kulin to attend a GVROC Council Meeting to present on Camp Kulin.*
2. *That the Executive Officer investigate options for the development of a facility similar to Camp Kulin in the Goldfields Esperance Region.*

CARRIED

These and other issues were considered by the GVROC CEOs Group when it considered this matter, resolving as follows when it met on Friday 26 May 2016:

CONSENSUS RESOLUTION:

The GVROC CEOs Group recommends to the GVROC Council Meeting the following strategic actions be adopted for the 2017/2018 year:

- **Objective 1**
 - *Provide a strong clear voice for GVROC Member Councils through the development of a list of lobby/advocacy issues – it is suggested that the GVROC Council develop a list of issues that it wishes to focus its lobbying/advocacy efforts on over the next 12 months. It is proposed to include in the lobbying a full*

- review of the legislative environment in which local government operates particularly including the Local Government Act;*
 - *Invite representatives of Camp Kulin to a GVROC Meeting (possibly August 2017 Meeting in Perth);*
 - *Include in each GVROC Agenda and CEOs Group Agenda a standalone item on law and order issues;*
 - *Maintain a watching brief on biodiversity and natural resource management issues within the GVROC area;*
- **Objective 2**
 - *Advocate for investment in regional infrastructure by seeking details of regional funding opportunities (both Commonwealth and State) and in particular the State Government regional investment plan;*
- **Objective 3**
 - *Enhance the role of local government and the GVROC in the region by continuing the development of the CEOs Group including the way it operates and assists in providing governance advice to the GVROC Council;*
- **Objective 4**
 - *Identify and develop innovative technologies through the development of a regional digital strategy;*
 - *Maintain a watching brief on emerging technologies (as an example the City of Kalgoorlie-Boulder outlined the collaborative approach being undertaken in relation to shifting IT Vision Synergy platform to cloud);*
- **Objective 5**
 - *Assist in the development of shared service opportunities with the main emphasis on the completion of the review of the Goldfields Records Storage facility;*
 - *Review the impact of current proposed legislation relating to performance and financial audits of GVROC Member Councils to determine whether there is capacity to share services to ensure compliance.*

CARRIED

Executive Officer Comment:

No further comment.

Consultation: Nil

Voting Requirement: Simple majority

RECOMMENDATION:

The GVROC adopt the following strategic actions for the 2017/2018 year:

- **Objective 1**
 - *Provide a strong clear voice for GVROC Member Councils through the development of a list of lobby/advocacy issues – it is suggested that the GVROC Council develop a list of issues that it wishes to focus its lobbying/advocacy efforts on over the next 12 months. It is proposed to include in the lobbying a full review of the legislative environment in which local government operates particularly including the Local Government Act;*
 - *Invite representatives of Camp Kulin to a GVROC Meeting (possibly August 2017 Meeting in Perth);*
 - *Include in each GVROC Agenda and CEOs Group Agenda a standalone item on law and order issues;*
 - *Maintain a watching brief on biodiversity and natural resource management issues within the GVROC area;*
- **Objective 2**
 - *Advocate for investment in regional infrastructure by seeking details of regional funding opportunities (both Commonwealth and State) and in particular the State Government regional investment plan;*

- Objective 3
 - Enhance the role of local government and the GVROC in the region by continuing the development of the CEOs Group including the way it operates and assists in providing governance advice to the GVROC Council;
- Objective 4
 - Identify and develop innovative technologies through the development of a regional digital strategy;
 - Maintain a watching brief on emerging technologies (as an example the City of Kalgoorlie-Boulder outlined the collaborative approach being undertaken in relation to shifting IT Vision Synergy platform to cloud);
- Objective 5
 - Assist in the development of shared service opportunities with the main emphasis on the completion of the review of the Goldfields Records Storage facility;
 - Review the impact of current proposed legislation relating to performance and financial audits of GVROC Member Councils to determine whether there is capacity to share services to ensure compliance.

RESOLUTION: **Moved: Cr Rathbone** **Seconded: Cr Harris**

The GVROC adopt the following strategic actions for the 2017/2018 year:

- Objective 1
 - Provide a strong clear voice for GVROC Member Councils through the development of a list of lobby/advocacy issues – it is suggested that the GVROC Council develop a list of issues that it wishes to focus its lobbying/advocacy efforts on over the next 12 months. It is proposed to include in the lobbying a full review of the legislative environment in which local government operates particularly including the Local Government Act;
 - Include in each GVROC Agenda and CEOs Group Agenda a standalone item on law and order issues;
 - Maintain a watching brief on biodiversity and natural resource management issues within the GVROC area;
- Objective 2
 - Advocate for investment in regional infrastructure by seeking details of regional funding opportunities (both Commonwealth and State) and in particular the State Government regional investment plan;
- Objective 3
 - Enhance the role of local government and the GVROC in the region by continuing the development of the CEOs Group including the way it operates and assists in providing governance advice to the GVROC Council;
- Objective 4
 - Identify and develop innovative technologies through the development of a regional digital strategy;
 - Maintain a watching brief on emerging technologies (as an example the City of Kalgoorlie-Boulder outlined the collaborative approach being undertaken in relation to shifting IT Vision Synergy platform to cloud);
- Objective 5
 - Assist in the development of shared service opportunities with the main emphasis on the completion of the review of the Goldfields Records Storage facility;
 - Review the impact of current proposed legislation relating to performance and financial audits of GVROC Member Councils to determine whether there is capacity to share services to ensure compliance.

CARRIED

10.7 Restrictions on Land Subdivisions

Reporting Officer: Helen Westcott, Executive Officer

Disclosure of Interest: Nil

Date: 25 June 2017

Attachments: Nil

Background:

The matter of the restrictions on land subdivisions was recently raised by the Shire of Leonora in an email to all Member Councils relating to the recent restrictions placed upon the Shire by the Department of Mines and Petroleum (DMP) on a proposed residential development.

GVROC CEO, James Trail requested that this matter be listed for discussion at the GVROC CEOs Group Meeting on Friday 26 May 2017 believing the issue to a regional one.

During this meeting James Trail suggested that a possible outcome from the meeting's discussion on this matter be that the GVROC write to the relevant minister(s) and agency head(s) requesting a meeting to discuss the impact these restrictions are having on communities across the region.

As Member Councils will be aware, the Shire of Coolgardie and Menzies have experienced similar problems to those currently affecting the Shire of Leonora over a long period of time.

The Shire of Ravensthorpe has also provided evidence of where it is being similarly affected. Within the Shire there is a parcel of land that someone wants to gift the Shire for future residential/small acreage development. The DMP is, however, against the proposal because of perceived mineralisation over the land in question. The Shire has, however, been told that this information is not correct but the DMP is unwilling to reverse its current position.

The meeting was also advised by Jim Epis that a contingent of senior managers from the Department of Mines and Petroleum (DMP) were visiting Leonora on Tuesday 30 May.

Following discussion the GVROC CEOs Group resolved as follows:

RESOLUTION: *Moved: Jim Epis* *Seconded: Rhonda Evans*

1. *That the issue of restrictions on land subdivisions be added as a lobby issue under Strategic Plan Objective 1.*
2. *That Jim Epis, CEO Shire of Leonora provide an update to the GVROC Meeting on 30 June 2017 in relation to the visit to Leonora by representatives of the Department of Mines and Petroleum.*

CARRIED

Executive Officer Comment:

Since the GVROC CEOs Group Meeting Mr Epis has advised the Executive Officer of the outcome of the visit on the 30 May 2017 by DMP.

Mr Epis advised as follows:

Department of Mines and Petroleum's (DMP) Corporate Executive did visit Leonora on the 30th May, 2017.

The Acting Director General, Mr David Smith was also in attendance. The Shire's of Laverton, Menzies, Sandstone and Leonora participated in discussion. The networking meeting was very successful and provided the executive team with a better understanding of local issues.

The Acting Director General explained that he hoped Shire representatives were able to understand the importance of early discussions with his department and other government jurisdictions in development and developing matters.

In regards sub-divisions within townsites I have sought additional information from the DMP as to a practical way forward.

I know that the DMP, the Department of Lands and the mining company concerned in the Leonora matter have met to discuss the concerns of the local government . I'm sure a resolution will be reached in the not too distant future which will allow development to proceed subject to certain conditions. I'm sure this resolution could then be applied to other local governments in the region.

If local government can be patient for a little longer I'm sure everyone will be satisfied with the final result.

I expect additional information from the DMP on this matter in the next week or so. This will be provided to you very soon thereafter.

Mr Epis or other Member Councils who attended the meeting on 30 May 2017 may care to add further to the comments.

Additional Meeting Comment:

Mayor Bowler suggested that GVROC should seek funding from the State Government through the Exportation Incentives Scheme (EIS) to determine the levels of mineralisation in land close to town boundaries.

Consultation: Shire of Leonora

Voting Requirement: Simple majority

The matter is presented for discussion and decision.

RESOLUTION: Moved: Mayor Bowler Seconded: Cr Hill

That the GVROC CEOs Group investigate the opportunity for GVROC, either through GVROC or individual Member Councils, to seek funding the State Government's Exploration Incentives Scheme to determine the levels of mineralisation in land close to town boundaries.

CARRIED

11. WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS

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

11.1 State Councillor / Goldfields Esperance Zone President's Report (Attachment)

Cr Mal Cullen (President, Shire of Coolgardie)

Cr Cullen as GVROC's WALGA State Councillor has requested that Member Councils receive a copy of the State Councillor Report Guide for July 2017. This report will form the basis of his report to Member Councils.

He has also requested that Member Councils' attention be drawn to Agenda Item 8 (Additional Zone Resolutions as well as the Murchison Zone recommendations in Section 8 of the May 2017 State Council Minutes. These resolutions were as follows:

Early Childhood Learning Centres (Planning & Community Development)

That the Murchison Zone request WALGA State Council to investigate and report on the implementation of Early Childhood Learning Centres throughout the Midwest Region and the program outcomes.

Student Progression /Learning (Planning & Community Development)

That the Murchison Country Zone request the WALGA State Council to lobby the Education Department of Western Australia to review and amend policies so that school student progression to the next grade/level not be implemented until the student meets the required standard.

Rural Nursing Posts (Planning & Community Development)

That the Murchison Country Zone raise with WALGA State Council and other relevant bodies the critical issue with regard to the Staffing of Health Centres in the Murchison region.

This region recommends that Government policy should dictate that at least two nurses, as a minimum, should be stationed at Health Centres where there is no hospital.

11.2 WALGA Status Report (Attachment)

From Executive Officer

BACKGROUND:

Presenting the Status Report for June 2017 which contains WALGA's responses to the resolutions of previous Meetings

ZONE COMMENT:

This is an opportunity for Member Councils to consider the response from WALGA in respect to the matters that were submitted at the previous Meeting.

RECOMMENDATION:

That the Goldfields Voluntary Regional Organisation of Councils notes the State Councillor's and WALGA Status Report.

RESOLUTION: **Moved: Cr Hill** **Seconded: Mr Fitzgerald**
That the Goldfields Voluntary Regional Organisation of Councils notes the State Councillor's and WALGA Status Report.

CARRIED

11.3 Review of WALGA State Council Agenda - Matters for Decision

From Executive Officer

Background:

WALGA State Council meets five times each year and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

The Zone is able to provide comment or submit an alternate recommendation that is then presented to the State Council for consideration.

5.1 Local Government Act and Regulations Review (05-034-01-0007 TB)

WALGA Recommendation

That WALGA:

1. Note the Local Government Act Review process announced by the Minister for Local Government.
2. Endorse the consultation process outlined in this report.

ZONE COMMENT:

The State Council agenda item lists a number of issues that have previously been identified including the following:

- a) Gifts
- b) Regional Subsidiaries
- c) Rating Exemptions:
 - Charitable Purposes provisions
 - Rate Equivalency Payments of Government Trading entities
- d) Financial Management Issues:
 - Borrowings
 - Investments*
 - Fees and Charges
 - Financial ratios

(* Noting that Regulation 19C(2)(b) of the Financial Management Regulations, permitting fixed term deposits to be invested for up to 3 years, was amended on 12 May 2017)
- e) Administration:
 - Electors' General Meetings to be optional
 - Designated Senior Officer section to be reviewed
 - Public Notices (modernisation of the Act to acknowledge electronic means)
- f) Functions of Local Governments:
 - Tender Thresholds
 - Establish Council Controlled Organisations (Local Government Enterprises)
 - Regional Council provisions (review of compliance requirements)
- g) Poll Provisions relating to amalgamations and boundary adjustments.
 - The poll provisions contained in Schedule 2.1 of the Local Government Act should be extended to provide any community whose Local Government is undergoing a boundary change or amalgamation with the opportunity to demand a binding poll of with the opportunity to demand a binding poll of electors.

Member Councils may have other issues they believe should be raised for discussion as part of the review process.

WALGA has flagged its intention to hold Zone/regional group forums on the Act/Regulatory amendment suggestions. These can be held in-conjunction with a Zone meeting or separately. It is expected that this process will be carried out between July and November 2017 with the State Council item being considered at the 6 December meeting.

Given the impact that any review of the Local Government Act and its associate regulations may have on Councils across the State it is imperative that the GECZ participate as comprehensively as possible in the consultation process.

At this point GVROC will only have two opportunities to have input into the consultation process. The first is at the GVROC Council Meeting to be held in Perth on Wednesday 2 August 2017. The second is at the GVROC Council Meeting to be held Friday 13 October 2017. GVROC also has the opportunity to participate in a WALGA sponsored forum, though details for such events have yet to be advertised. The last GVROC meeting for 2017 will be too late in which to have input into the review process as WALGA will have formulated a position to be considered by the Zones for the November/December round of Zone meetings with a recommendation developed for decision by State Council at the meeting to take place on Wednesday 6 December.

Given the recent comments by the CCC Commissioner, Hon John McKechnie QC, and the ever increasing levels of compliance placed on local governments, the Executive Officer believes that Member Councils should participate in any workshop or meeting arranged for the purpose of Act/Regulatory amendment suggestions.

Perhaps in the first instance GVROC could request a briefing from WALGA on the review process when it meets in Perth on Wednesday 2 August and then discuss the matter further when it meets on Friday 13 October, with a view to providing formal comment to WALGA at that time.

RECOMMENDATION:

1. That the WALGA Recommendation be supported; and
2. That GVROC request a briefing session from WALGA on the review of the Local Government Act/regulatory amendments at the GVROC Council Meeting to be held in Perth on Wednesday 2 August 2017.

RESOLUTION: **Moved: Cr Rathbone** **Seconded: Cr Dwyer**

1. That the WALGA Recommendation be supported; and
2. That GVROC request a briefing session from WALGA on the review of the Local Government Act/regulatory amendments at the GVROC Council Meeting to be held in Perth on Wednesday 2 August 2017.

Note: It was also agreed that the next GVROC CEOs Group Meeting (scheduled for Friday 14 July 2017) would be devoted to working through the review of the Local Government Act/regulatory amendments. Tony Brown advised that he would arrange for a WALGA representative to attend this meeting.

5.2 Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads (05-006-03-0008 MB)

WALGA Recommendation

That the Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads be endorsed as a model policy for Local Government adoption.

ZONE COMMENT:

GVROC support the WALGA Recommendation.

5.3 Single Use Plastic Bag Ban (05-070-01-0001 RNB)

WALGA Recommendation

That WALGA:

1. Advocate for a state wide ban for single use plastic bags.
2. Support members seeking to implement a Local Law to ban single use plastic bags.

ZONE COMMENT:

The issue of banning single plastic bags has been the subject of a number of attempts by some local governments to introduce a local law. It would seem the current State Government, unlike the previous Government, is not going to oppose the introduction of a local law.

WALGA could be seen to be more proactive in assisting local government introduce local laws if it was to develop a model local law that passes the scrutiny of the Joint Standing Committee on Delegated Legislation.

GVROC support the WALGA Recommendation.

5.4 Interim Submission on the Australian Government's Review of Climate Change Policies (05-028-03-0018 LS)

WALGA Recommendation

That the interim submission in response to the Australian Government's Review of Climate Change Policies Discussion Paper be endorsed.

ZONE COMMENT:

GVROC support the WALGA Recommendation.

5.5 Coordinated Corella Project (05-046-02-0003 MH)

WALGA Recommendation

That State Council:

1. Note the outcomes of the Coordinated Corella Control pilot program.
2. Endorse WALGA's proposed approach to the continuation and expansion of the Program in 2017/18.

ZONE COMMENT:

GVROC support the WALGA Recommendation.

5.6 Productivity Commission Inquiry into Horizontal Fiscal Equalisation 05-001-03-0006 DM)

WALGA Recommendation

That State Council endorse WALGA's submission to the Productivity Commission Inquiry into Horizontal Fiscal Equalisation in Australia.

ZONE COMMENT:

Zone supports the WALGA recommendation

5.7 WALGA Draft Housing Strategy Guide and Housing and Community Profile Database (05-036-03-0020 CG)

WALGA Recommendation

That WALGA;

1. Note the Draft Housing Strategy Guide and Housing and Community Profile Database currently out for members comment;
2. Liaise with all relevant State Government agencies to seek feedback on the draft Housing Strategy Guide; and
3. Seek a commitment from these agencies that the Draft Housing Strategy Guide is a suitable best practice guide for Local Governments in preparing their Housing Strategies.

ZONE COMMENT:

GVROC support the WALGA Recommendation.

RECOMMENDATION:

That the Goldfields Voluntary Regional Organisation of Councils endorses all recommendations being matters contained in the WALGA State Council Agenda other than those recommendations separately considered.

RESOLUTION:	Moved: Cr Best	Seconded: Cr Harris
That the Goldfields Voluntary Regional Organisation of Councils endorses all recommendations being matters contained in the WALGA State Council Agenda other than those recommendations separately considered.		

CARRIED

11.4 Review of WALGA State Council Agenda - Matters for Noting/Information

- 6.1 Discussion Paper - Third Party Appeal Rights in Planning (06-03-01-0001 GC)
- 6.2 Bushfire Risk Mitigation Program (05-24-02-0001 MP)
- 6.3 Control of Off-Road Vehicles (05-053-03-008 NH)
- 6.4 Short-Term Rental Accommodation and the Sharing Economy Discussion Paper (05-036-03-0016 CG)
- 6.5 Report on Local Government Road Assets and Expenditure 2015/16 (06007030016 MB)
- 6.6 Report Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB)

11.5 Review of WALGA State Council Agenda - Organisational Reports

- 7.1 Key Activity Reports
 - 7.1.1 Report on Key Activities, Environment and Waste Unit (01-006-03-0017 MJB)
 - 7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB)
 - 7.1.3 Report on Key Activities, Infrastructure (05-001-02-0003 ID)
 - 7.1.4 Report on Key Activities, Planning and Community Development (01-006-03-0014 WC)

11.6 Review of WALGA State Council Agenda - Policy Forum Reports

7.2 Policy Forum Reports

7.2.1 Mayors/Presidents Policy Forum

7.2.2 Mining Community Policy Forum

7.2.3 Container Deposit Legislation Policy Forum

7.2.4 Freight Policy Forum

11.7 WALGA President's Report (Attachment)

Presenting the WALGA President's Report

RECOMMENDATION:

That the Goldfields Voluntary Organisation of Councils notes the following reports contained in the WALGA State Council Agenda:

- Matters for Noting/Information;
- Organisational reports;
- Policy Forum reports; and
- WALGA President's Report.

RESOLUTION:

Moved: Cr Hill

Seconded: Cr Harris

That the Goldfields Voluntary Organisation of Councils notes the following reports contained in the WALGA State Council Agenda:

- Matters for Noting/Information;
- Organisational reports;
- Policy Forum reports; and
- WALGA President's Report.

CARRIED

12. Agency Reports

12.1 Department of Local Government and Communities

Nil

13. Members of Parliament

Nil

14. LATE ITEMS as notified, introduced by decision of the Meeting

14.1 Closure of the Goldfields Arts Centre

RESOLUTION:

Moved: Mayor Bowler

Seconded: Cr Dwyer

That the matter of the pending closure of Goldfields Arts Centre be discussed.

CARRIED

The Mayor of Kalgoorlie-Boulder provided Member Councils with an update on the future of the Goldfields Art Centre (GAC). He advised the meeting the City was working to find a way to prevent the GAC from closing.

RESOLUTION: **Moved: Cr Rathbone** **Seconded: Cr Quadrio**

- 1. That GVROC support the City of Kalgoorlie-Boulder in its efforts to secure the future of the Goldfields Art Centre.**
- 2. That GVROC calls on the State Government to establish a regional equivalent of the Perth Theatre Trust thereby ensure equitable access for residents in rural and regional Western Australia to arts and culture events.**

CARRIED

15. FUTURE MEETINGS

- Friday 14 July 2017 – an in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined);
- Wednesday 2 August 2017 – an in-person meeting of the GVROC Council in Perth during Local Government Week (venue to be determined);
- Friday 25 August 2017 – a teleconference to consider the WALGA State Council agenda for the State Council meeting to be held on Thursday and Friday 7 and 8 September 2017;
- Friday 15 September 2017 – an in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined);
- Friday 13 October 2017 2016 – an in-person meeting of the GVROC Council (in Kalgoorlie unless otherwise determined);
- Friday 1 December 2017 – an in-person meeting of the GVROC Council to consider the WALGA State Council agenda for the State Council meeting to be held Wednesday 6 December 2017 (in Kalgoorlie unless otherwise determined);
- Friday 8 December 2017 an in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined); and
- Friday 2 February 2018 – an in-person meeting of the GVROC Council in Esperance.

16. CLOSURE OF MEETING

There being no further business the Chair declared the meeting closed at 12.23pm

DECLARATION

These minutes were confirmed by the Goldfields Voluntary Regional Organisation of Councils at the meeting held on Wednesday 2 August 2017

Signed _____
Person presiding at the meeting at which these minutes were confirmed



SUMMARY MINUTES

STATE COUNCIL MEETING

July 2017

NOTICE OF MEETING

Meeting No. 3 of 2017 of the Western Australian Local Government Association State Council held at WALGA, 170 Railway Parade, West Leederville on Wednesday 5 July 2017 beginning at 4.06pm.

1. ATTENDANCE, APOLOGIES & ANNOUNCEMENTS

1.1 Attendance

Chair	President of WALGA Deputy President of WALGA North Metropolitan Zone	Cr Lynne Craigie Mayor Tracey Roberts JP
Members	Central Country Zone Central Metropolitan Zone East Metropolitan Zone Goldfields Esperance Country Zone Gascoyne Country Zone Great Eastern Country Zone Great Southern Country Zone Kimberley Country Zone Murchison Country Zone North Metropolitan Zone Northern Country Zone Peel Country Zone Pilbara Country Zone South East Metropolitan Zone South Metropolitan Zone	President Cr Philip Blight Cr Janet Davidson OAM JP Mayor Heather Henderson Cr Sue Bilich Cr Catherine Ehrhardt (Deputy) President Cr Malcolm Cullen President Cr Cheryl Cowell President Cr Eileen O'Connell (Deputy) President Cr Ken Clements President Cr Elsie Archer OAM Cr Les Price Cr Russ Fishwick JP Mayor Giovanni Italiano President Cr Karen Chappel Cr Wally Barrett Mayor Peter Long Mayor Henry Zelones OAM JP Cr Fiona Reid Mayor Carol Adams Cr Doug Thompson Mayor Logan Howlett President Cr Wayne Sanford Commissioner, Public Sector Commission Public Sector Commission Mr Jonathan Throssell
Guests	South West Country Zone Mr Mal Wauchope AO	
Ex-Officio	Mr Steve Tweedie Local Government Professionals (WA)	
Secretariat	Chief Executive Officer Deputy Chief Executive Officer EM Environment & Waste EM Governance & Organisational Services EM Finance & Marketing EM Planning & Community Development EM Infrastructure Manager Governance Manager Strategy & Association Governance	Ms Ricky Burges Mr Wayne Scheggia Mr Mark Batty Mr Tony Brown Mr Zac Donovan Ms Jo Burges Mr Ian Duncan Mr James McGovern Mr Tim Lane
Observer	Deputy Chief Executive Officer, Pilbara Regional Council	Mr Alexis Guillot

1.2 Apologies

Members	Great Eastern Country Zone Avon Midland Zone	President Cr Stephen Strange Cr Darren Slyn Cr Stephen Pollard (Deputy) Cr Darryl Trease JP
Secretariat	East Metropolitan Zone EM Business Solutions Finance Controller	Mr John Filippone Mr Rick Murray
Ex-Officio	The Rt Hon Lord Mayor of the City of Perth	Ms Lisa Scaffidi

1.3 Announcement

The President, Cr Lynne Craigie congratulated the City of Kalamunda for becoming a City.

Public Sector Commissioner, Mal Wauchope AO

The Public Sector Commissioner provided a presentation to State Council.

Mr Mal Wauchope and Mr Steve Tweedie left the meeting at 4.45pm.

MEETING ASSESSMENT

President Cr Karen Chappel was invited to undertake meeting assessment at the conclusion of the meeting.

2. MINUTES OF THE PREVIOUS MEETINGS

2.1 Minutes of May 2017 State Council Meeting

[Moved: Cr Doug Thompson
Seconded: Cr Wally Barrett

That the Minutes of the Western Australian Local Government Association (WALGA) State Council Meeting held on Friday 5 May, 2017 be confirmed as a true and correct record of proceedings.

RESOLUTION 55.7/2017

CARRIED

2.1.1 Business Arising from the Minutes of the May State Council Meeting

Nil

2.2 Minutes of June 2017 State Council Meeting

Moved: Cr Janet Davidson
Seconded: President Cr Phillip Blight

That the Minutes of the Western Australian Local Government Association (WALGA) Special State Council Meeting held on Wednesday 7 June, 2017 be confirmed as a true and correct record of proceedings.

RESOLUTION 56.7/2017

CARRIED

2.2.2 Business Arising from the Minutes of the June Special State Council Meeting

Nil

3. DECLARATION OF INTEREST

Pursuant to our Code of Conduct, the following State Councillors declared an interest:

- Cr Janet Davidson – Item 4.2 State Councillor Eligibility
- Cr Sue Bilich – Item 5.11 Honours Panel
- Mayor Henry Zelones – Item 5.11 Honours Panel
- Mayor Logan Howlett – Item 5.11 Honours Panel
- Mayor Giovani Italiano – Item 5.11 Honours Panel
- Cr Catherine Ehrhardt – Item 6.4 Short Term Rental Accommodation

PAPERS

State Councillors were distributed the following papers under separate cover:

- President's Report (previously emailed to your Zone meeting)
- Item 5.8 – Executive Committee Minutes (01-006-03-0006 TB);
- Item 5.9 - Selection Committee Minutes (01-006-03-0011 MD);
- Item 5.10 – Use of Common Seal (01-004-07-0001 RB);
- Item 5.11 – Association Honours 2017 Minutes of WALGA Honours Panel and Flying Minute
- CEO' s report to State Council

4. EMERGING ISSUES

4.1 State and Local Government Partnership Agreement (04-001-03-0001 RB)

By Ricky Burges, Chief Executive Officer

As per WALGA's Corporate Governance Charter a State Council resolution is required to consider an Emerging Issue.

Moved: President Cr Karen Chappel

Seconded: Cr Doug Thompson

That the Emerging Issue on the State/Local Government Partnership Agreement be considered by the meeting.

CARRIED

In Brief

- Establishment of a formal agreement between the Western Australian State Government and the Western Australian Local Government sector has been an ongoing goal of WALGA and the Local Government sector and was a key priority of the sector in the lead up to the 2017 State Election;
- Following the State Election, the secretariat has been in negotiations with the State to commit to a partnership agreement;
- The attached agreement, largely based on a draft developed by the WALGA secretariat, has been agreed to by the State Government;
- The partnership agreement:
 1. Establishes a State and Local Government Partnership Group comprising the Premier, Treasurer, other Senior Government Ministers, the WALGA President and Local Government Professionals President; and,
 2. Outlines specific guidelines for the State Government to consult with Local Government.

Attachment

Proposed State and Local Government Partnership Agreement.

Relevance to Strategic Plan

Key Strategies

Engagement with Members

- Deliver a broad range of benefits and services that enhance the capacity of member Local Governments;
- Improve communication and build relationships at all levels of member Local Governments;
- Provide ongoing professional development and interactive opportunities for Elected Members to contribute to debate on sector issues;
- Build a strong sense of WALGA ownership and alignment.

Sustainable Local Government

- Continue to build capacity to deliver sustainable Local Government;
- Provide support to all members, according to need;
- Represent the diversity of members' aspirations in the further development of Local Government in Western Australia;
- Foster economic and regional development in Local Government.

Enhanced Reputation and Relationships

- Communicate and market the profile and reputation of Local Government and WALGA;
- Promote WALGA's advocacy successes with the sector and the wider community;
- Strengthen effective relationships with external peak bodies and key decision makers in State and Federal Government;
- Develop simple and consistent messages that are effectively articulated;
- Promote WALGA's supplier agreements to assist Local Governments.

Policy Implications

Establishment of a Partnership Agreement has been an ongoing goal of the Local Government sector and was a key priority of WALGA in advance of the 2017 State Election.

Budgetary Implications

Nil.

Background

Establishment of a formal agreement between the Western Australian State Government and the Western Australian Local Government sector has been an ongoing goal of WALGA and the Local Government sector and was a key priority of the sector in the lead up to the 2017 State Election.

The Local Government sector has had formal agreements with the State Government in the past, which have varied significantly in terms of content and commitment.

There was no formal agreement with the State Government between 2013 and 2017.

During the first term of the Barnett Government, a 'minimalist' agreement was signed in 2010, which stated that a communication and consultation protocol would be developed in the future, however this did not occur.

A comprehensive agreement was signed during the first term of the Gallop Government in 2002. This agreement established a State/Local Government Council comprising the Premier, Treasurer, other key Ministers as well as the Presidents of WALGA and the LGMA (WA). A communication and consultation protocol, which was signed in 2004, was developed as a result of this agreement.

Comment

Establishment of a formal Partnership Agreement with the State Government represents completion of a significant aim of the Local Government sector. The proposed agreement incorporates principles and practices relating to consultation and communication to mitigate against a delay in the development of a consultation protocol.

The attached agreement, which has been agreed to by the State, incorporates a number of tangible outcomes that will aid the sector's advocacy in a number of ways.

Firstly, the agreement establishes the State and Local Government Partnership Group that will aim to meet at least once per year. The Group comprises key State and Local Government leaders, as follows:

- Premier;
- Treasurer;
- Minister for Local Government;
- Minister for Planning and Transport;
- WALGA President;
- LGPA WA President; and,
- Such other Ministers and Local Government representatives as appropriate to the subject matter on the agenda.

Secondly, the agreement states that the State Government should consult with Local Government, where practicable for:

- 12 weeks – for proposals that will have a significant impact on Local Government responsibilities and operations;
- 8 weeks – for proposals to amend regulations or other compliance requirements that will have an impact on Local Government's responsibilities or operations; and,
- 4 weeks – for proposals relating to changes in operating procedure or practice which will have a limited impact.

The full text of the proposed Partnership Agreement is attached for State Council consideration.

Moved: President Cr Karen Chappel
Seconded: President Cr Malcolm Cullen

That the State and Local Government Partnership Agreement (as attached) be endorsed for signing by the WALGA President.

AMENDMENT

Moved: Cr Fiona Reid
Seconded: President Cr Malcolm Cullen

That

- 1. The State and Local Government Partnership Agreement (as attached) be endorsed for signing by the WALGA President.**
- 2. That WALGA review the Partnership Agreement annually and report to State Council.**

CARRIED

THE MOTION AS AMENDED WAS PUT AND

RESOLUTION 57.7/2017

CARRIED

State and Local Government Partnership Agreement

Preamble

The State Government and the Local Government sector are fully committed to working together in partnership to improve the quality of life for citizens and communities throughout Western Australia. Improved quality of life relies on workforce participation, social inclusion, a healthy environment, a growing economy, improving productivity and vibrant communities.

Working together, the two spheres of government are more equipped to confront the major challenges facing Western Australia as well as everyday issues affecting local communities. The State Government, with its leadership and ability to set policy and implement programs for all of Western Australia, and the Local Government sector, with a presence in all Western Australian communities, have complementary strengths that can be combined to benefit Western Australia.

In a large and diverse State, working together is necessary to address challenges and to use government resources efficiently. In this way, a partnership approach improves public sector efficiency and can ensure our communities remain inclusive and vibrant. A robust partnership, built on trust and mutual respect, ensures good governance and better decision-making across both spheres of government. By combining resources, shared objectives to develop local and regional economies, improve communities and ensure a healthy environment can be achieved.

State and Local Government political and administrative leaders are encouraged to work with their public sector colleagues across both spheres of government in a collegiate spirit, based on trust and mutual respect, to achieve outcomes for the benefit of all Western Australians.

Partners

Partners to this agreement include:

- The Government of Western Australia;
- The Western Australian Local Government Association (WALGA); and
- Local Government Professionals Australia (WA) (LGPA WA).

Signed:

Hon Mark McGowan MLA Premier of Western Australia	Hon David Templeman MLA Minister for Local Government	Cr Lynne Craigie WALGA President	Mr Jonathan Throssell LG Professionals WA President
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Objectives

The State Government and the Local Government sector will work together to:

- enhance communication between both spheres of Government to promote—
 - transparent and accountable government
 - community engagement
 - seamless legislation and compliance requirements
 - better service delivery outcomes for communities across Western Australia;
- ensure appropriate consultation is undertaken between the two spheres of government; and

- provide good governance for, and on behalf of, the people of Western Australia.

Principles

This Partnership Agreement is based on the following principles:

1. Partnerships

- a. Both spheres of government recognise the importance and benefits of working together in partnership; and
- b. The complementary strengths of both spheres of government are acknowledged.

2. Communication

- a. Both spheres of government undertake open and timely communication in relation to matters affecting the other sector.

3. Consultation

- a. Both spheres of government undertake timely consultation regarding matters affecting the other sector; and
- b. Consultation timelines and processes will be guided by this Agreement.

4. Accountability

- a. Both spheres of government accept accountability for their decisions and decision-making processes.

5. Service delivery

- a. Both spheres of government aim to deliver appropriate services efficiently and effectively; and
- b. Both spheres of government aim to avoid duplication of services.

6. Community engagement

- a. Both spheres of government acknowledge the importance of appropriate community engagement practices; and
- b. The opportunity for Local Government Community Strategic Plans to inform State initiatives is considered.

7. Reciprocity

- a. A two way partnership conveying respect and consideration for engaging the other sector when matters arise.

8. Roles and responsibilities

- a. Both spheres of government acknowledge the roles and responsibilities of each sphere.

State and Local Government Partnership Group

A State and Local Government Partnership Group shall be formed and will aim to meet at least once per year to discuss matters of importance to both sectors.

The State and Local Government Partnership Group shall comprise:

- Premier;
- Treasurer;

- Minister for Local Government;
- Minister for Planning / Transport;
- WALGA President;
- LGPA WA President; and
- Such other Ministers and Local Government representatives as appropriate to the subject matter on the agenda.

The Partnership Group will address:

- Strategic issues relating to the relationship between State and Local Government;
- Strategic policy and program matters where State and Local Government are key stakeholders; and
- Policy formation of a State or community interest to Local Government or where Local Government will be impacted.

Meetings at Other Times

To facilitate robust relationships, it is important that senior figures from both spheres of government are available to meet as issues arise.

Communication and Consultation Principles and Protocol

Sufficient time for consultation and to identify stakeholders should be included in the planning stages for developing or amending legislation, policy and programs to ensure considered input and informed decision making.

Consulting with Local Government

Local Government is a major stakeholder in many State Government decisions relating to legislation, policy and programs. As a party to the Agreement, the State Government, in good faith, will endeavour to consult with Local Government where it is appropriate to do so. Both spheres of government acknowledge circumstances where consultation may be limited or not possible.

The State Government should consult with Local Government when developing, amending or reviewing State legislation and regulations, policies or programs that will significantly impact Local Government operations or resources.

Where appropriate and practicable, consultation should be for:

- 12 weeks – for proposals that will have a significant impact on Local Government responsibilities or operations. Examples include:
 - New legislation and amendments to existing legislation that will impact Local Government; and
 - Proposals and policy decisions that will have an impact on Local Government expenditure.
- 8 weeks – for proposals to amend regulations or other compliance requirements that will have an impact on Local Government's responsibilities or operations. Examples include:
 - Regulatory change that will affect Local Governments – for example, regulations relating to the *Local Government Act 1995*, *Planning and Development Act 2005*, *Health Act 1911*, etc.

- **4 weeks** – for proposals relating to changes in operating procedure or practice which will have a limited impact. Examples include:
 - Changes to operating guidelines; and
 - Circulars or policies clarifying or codifying existing responsibilities or arrangements.

When consulting at a State level, WALGA and LGPA WA should be the first point of contact. These two peak bodies are able, through formal and informal policy development processes, to develop representative responses and submissions on behalf of their respective memberships.

For more localised issues, it may be appropriate for Local Governments to be consulted individually or in groups. WALGA Zone groupings and WALGA Zone meetings may present opportunities for groups of Local Governments to be consulted.

Local Government should be consulted as early as possible in the process to elicit meaningful contributions.

Consulting with the State Government

The State Government is an important stakeholder in many Local Government decisions.

Individual Local Governments should consult with the State Government when developing or reviewing Local Government or Council policies, as well as local laws or planning schemes, which will impact State Government operations or resources.

For significant or State-wide issues, WALGA will liaise with the Department of Local Government, Sport and Cultural Industries or the appropriate government agency. Individual Local Governments or regional groups of Local Governments will consult with the relevant government agency in relation to local or regional matters.

The State Government should be consulted as early as possible, with twelve weeks being the minimum suggested consultation period.

Governance and Transparency

State and Local Government must lead by example and demonstrate an unequivocal commitment to high standards of governance and transparency to maintain community confidence in government decision making.

Both spheres of government commit to working together to improve decision making processes that deliver greater transparency and community accountability: recognising and respecting that each sphere of government and the community are a partner in this process.

4.2 Confidential Item - WALGA State Councillor Eligibility

As per WALGA's Corporate Governance Charter a State Council resolution is required to consider an Emerging Issue.

Moved: Cr Doug Thompson
Seconded: Cr Fiona Reid

That the Emerging Issue on the WALGA State Councillor Eligibility be considered by the meeting and that the meeting go behind closed doors.

Mr Jonathan Throssell, Mr Mark Batty, Mr Zac Donovan, Ms Jo Burges, Mr Ian Duncan, Mr James McGovern and Mr Alexis Guillot left the meeting at 4.54pm.

Cr Janet Davidson declared an interest in item 4.2 and departed the meeting at 4:55pm.

Moved: Cr Doug Thompson
Seconded: President Cr Wayne Sanford

That:

1. The issue of amending the Constitution relating to State Councillor, ordinary or ex officio, eligibility be considered by the Governance Policy Team;
2. The Policy Team to consider the implications of amending the Constitution so that if any State Councillor, ordinary or ex officio, is found guilty of a serious breach of the *Local Government Act 1995*, as amended, that person will become ineligible to become or continue as a State Councillor, ordinary or ex officio.

RESOLUTION 58.7/2017

CARRIED

Cr Janet Davidson, Mr Jonathan Throssell, Mr Mark Batty, Mr Zac Donovan, Ms Jo Burges, Mr Ian Duncan, Mr James McGovern and Mr Alexis Guillot returned to the meeting at 5:20pm.

4.3 Emergency Management and Bushfire Management (05-001-03-0059 MP)

By Melissa Pexton, Manager Emergency Management

Moved: Cr Wally Barrett

Seconded: Cr Les Price

That the meeting return from behind closed doors

CARRIED

Moved: President Cr Phillip Blight

Seconded: Cr Wally Barrett

That the Emerging Issue relating to Emergency Management and Bushfire Management be considered by the meeting.

CARRIED

In Brief

- Recommendations and opportunities for change are being implemented following the Special Inquiry into the Waroona Fire (January 2016).
- Members have raised concern over the time in which the recommendations are being implemented.
- The current activities and advocacy undertaken by WALGA in the areas of Emergency Management and Rural Fire management are presented for noting by State Council.

Attachment

Status of Recommendations from the Special Inquiry into the Waroona Fire (January 2016)

<https://oem.wa.gov.au/Documents/FergusonReportProgress.pdf>

Relevance to Strategic Plan

Key Strategies

Engagement with Members

- Improve communication and build relationships at all levels of member Local Governments;
- Build a strong sense of WALGA ownership and alignment.

Enhanced Reputation and Relationships

- Communicate and market the profile and reputation of Local Government and WALGA;
- Strengthen effective relationships with external peak bodies and key decision makers in State and Federal Government;
- Develop simple and consistent messages that are effectively articulated;

Background

WALGA President, Cr Lynne Craigie issued an email (Thursday 15 June 2017) acknowledging members' concerns regarding the issues of rural fire management in the state. A range of issues have been raised with the President and WALGA Chief Executive Officer on various interactions with members and reinforced in part due to the Minister for Emergency Services, Hon Fran Logan MLA, hosting an 'invite only' Bushfire Summit, with little representation from Local Governments and local bushfire expertise including Chief Bushfire Control Officers and volunteers.

There is no doubt the emergency management and rural bushfire management landscape is overdue for change. Numerous reviews and inquiries, including the most recent Special Inquiry

into the Waroona Fire led by Euan Ferguson, have recommended a number of transformational changes to the sector, along with opportunities for improvement.

The Special Inquiry into the Waroona Fire, was tabled in Parliament on 23 June 2016 and the government of the day accepted all recommendations. Following a change of government in March 2017, the government are awaiting outcomes of a number of recommendations, to inform their decision making. A range of activities and effort are underway to deliver on the recommendations, however of upmost significance to the sector are the following three bodies of work:

1. Funding for Bushfire Risk Management
2. Review of the Emergency Services Levy
3. Establishment of a Rural Fire Service

These three items have both an immediate and long term impact on the bushfire service delivery to communities within Western Australia and impact the way in which Local Governments interact with state departments before, during and after an emergency.

Comment

WALGA has requested and obtained a status report of all the recommendations from the State Government to ensure State Council is provided with the most recent update on progress towards implementing recommendations from the Special Inquiry into the Waroona Fire. The status report can be accessed at the following link:

<https://oem.wa.gov.au/Documents/FergusonReportProgress.pdf>

It is important to note that the Office of Emergency Management have officially been handed oversight of the recommendations and will chair the Ferguson report implementation working group which was previously undertaken by the Department of Premier and Cabinet. The Office of Emergency Management provide secretariat support to the State Emergency Management Committee of which WALGA Chief Executive Officer, Ricky Burges, is a member representing the sector.

As noted earlier the following bodies of work are critical for the sector and WALGA are involved in discussions on these matters.

1. Funding for Bushfire Risk Management

Three members wrote to WALGA to request support in gaining ongoing funding for the continuation of Bushfire Risk Management Planning. WALGA continues to advocate through formal and informal representation and have undertaken the following activities in support of this request:

- WALGA provide member representation on the State Bushfire Coordinating Committee and at their meeting 24 May 2017 gained agreement from the committee to support a recommendation to the Minister to approve ongoing funding to continue the momentum and strategic approach to Bushfire Risk planning in WA.
- Met with the Minister Emergency Services to discuss this issue and the Minister has asked WALGA to provide recommendations in writing for his consideration.
- WALGA gained four additional invites to allow Local Government representation at the Bushfire Mitigation Summit. There was broad support for the continuation of the Bushfire Risk Management Program.

2. Review of the Emergency Services Levy

WALGA has had extensive engagement with the sector on the review of the Emergency Services Levy (ESL) being undertaken by the Economic Regulation Authority (ERA). The Association provided a written submission to the ERA with input from 119 Local Governments and are currently awaiting the release of the draft report, which is scheduled for this Friday 7 July 2017.

WALGA have built a strong relationship with the ERA and have secured Nikki Cusworth, Chair ERA, to present the Draft Report at the WALGA Convention (Friday 5 August) to provide members with direct access to the ERA enabling a two way conversation on the recommendations within the report. WALGA will also have a 'pop-up' policy display to answer questions and discuss the report with members throughout the convention. Further to the Convention, WALGA are working with the ERA to develop face to face opportunities within the regions to provide further opportunities for members to discuss this important issue.

WALGA will again facilitate the development of a submission to the ERA, who have requested that where possible the sector put forward a sector position on the key recommendations. Local Governments are able to provide their own submission as some did in the first phase of the review. It is important to note that the ERA is an independent statutory authority established by the Parliament of Western Australia. They work independently of industry, government and other interests to ensure decisions and recommendations are free from bias. The *Economic Regulation Authority Act 2003* articulates legislative obligations for the ERA and its Minister. Of interest to members is that the final report produced by the ERA is to be laid before each House of Parliament within 28 days after the Minister receives the report. (*ERA Act 2006*, s.26 (6)). WALGA encourages all members to feed into the ERA process so that it can be dealt with by the Government in a formal manner.

Further information will be communicated once the draft report has been released and official timelines have been set by the ERA for consultation and submission deadlines.

3. Establishment of a Rural Fire Service

The Minister has advised at both the Bushfire Mitigation Summit and the Association's meeting that it is unlikely that an independent rural fire service will be created given the financial constraints of Government. Invitees at the Bushfire Mitigation Summit were asked to provide thoughts on a model through the public submissions following the summit. No model was put forward or discussed in detail at the summit.

In some instances, individual Councils have come to their own resolution on a preferred model and have made the Minister aware of these. The Minister has indicated that he is awaiting the outcomes of the Review of the ESL to guide his decision. Furthermore, the machinery of government changes and public services reform currently underway are also feeding into this decision.

The Association has requested that the Minister factor in timely consultation with Local Governments given their current legislative responsibilities for bushfire brigades and the impact changes would have on volunteers and the safety of our communities in readiness for this bushfire season.

Moved: Cr Doug Thompson
Second: Cr Fiona Reid

That State Council:

- 1. Note the status of the recommendations of the Ferguson inquiry as provided by the Office of Emergency Management.**
- 2. Note the advocacy and representation provided by WALGA on behalf of members.**

RESOLUTION 59.7/2017

CARRIED

Mr Wayne Scheggia left the meeting at 5:22pm and returned at 5:25pm.

5. MATTERS FOR DECISION

5.1 Local Government Act and Regulations Review (05-034-01-0007 TB)

WALGA RECOMMENDATION

That WALGA

1. Note the Local Government Act Review process announced by the Minister for Local Government.
2. Endorse the consultation process outlined in this report.

Avon Midland Country Zone	WALGA Recommendation Supported
Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Great Southern Country Zone	WALGA Recommendation Supported
Kimberley Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
North Metropolitan Zone	WALGA Recommendation Supported
Northern Country Zone	WALGA Recommendation Supported
Peel Zone	WALGA Recommendation Supported
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Supported
South Metropolitan Zone	WALGA Recommendation Supported
South West Country Zone	WALGA Recommendation Supported

Moved: President Cr Karen Chappel
Seconded: Mayor Logan Howlett

That WALGA:

1. Note the Local Government Act Review process announced by the Minister for Local Government.
2. Endorse the consultation process outlined in this report.

RESOLUTION 60.7/2017

CARRIED

5.2 Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads (05-006-03-0008 MB)

WALGA RECOMMENDATION

That the Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads be endorsed as a model policy for Local Government adoption.

Avon Midland Country Zone	WALGA Recommendation Supported
Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Great Southern Country Zone	WALGA Recommendation Supported
Kimberley Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
North Metropolitan Zone	WALGA Recommendation Supported
Northern Country Zone	WALGA Recommendation Supported
Peel Zone	WALGA Recommendation Supported
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Supported
South Metropolitan Zone	WALGA Recommendation Supported
South West Country Zone	WALGA Recommendation Supported

Moved: President Cr Phillip Blight
Seconded: Cr Les Price

That the Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads be endorsed as a model policy for Local Government adoption.

RESOLUTION 61.7/2017

CARRIED

5.3 Single Use Plastic Bag Ban (05-070-01-0001 RNB)

WALGA RECOMMENDATION

That WALGA:

1. Advocate for a state wide ban for single use plastic bags.
2. Support members seeking to implement a Local Law to ban single use plastic bags.

Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Kimberley Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
Northern Country Zone	WALGA Recommendation Supported
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Supported
South Metropolitan Zone	WALGA Recommendation Supported

GREAT SOUTHERN COUNTRY ZONE

That, in relation to item 5.3 – Single Use Plastic Bag Ban, the Great Southern Zone of WALGA accepts Point 1 of the recommendation but proposes that Point 2 be deleted and replaced with the words:

2. The ban needs to be implemented by WA State Government legislation rather than by Local Law.

PEEL ZONE

That the Peel Zone amends item 5.3 to include point 3, to read as follows:

1. Advocate for a state wide ban for single use plastic bags
2. Support members seeking to implement a Local Law to ban single use plastic bags.
3. Strongly advocate that all products be biodegradable and request WALGA to refer this issue back to the State Government for the preparation of appropriate legislation.

NORTH METROPOLITAN ZONE

1. Advocate for a state wide ban for single use plastic bags.
2. That WALGA supports urgent advice being obtained from the Joint Standing Committee on Delegated Legislation as well as independent legal advice in terms of its views of Local Governments' lawful ability to enter private land to enforce the local law.

SECRETARIAT COMMENT

Seeking legal advice on a model Local Law will form part of WALGA's support to members on implementing a Local Law.

SOUTH WEST COUNTRY ZONE

That:

The SW Zone reiterates position that That the South West Zone of WALGA advise the WA Local Government Association that it supports the principle of a ban on one use plastic bags, thin (supermarket) shopping bags, on the basis that a considered State-wide or National implementation and consultation plan is developed which covers issues such as community education, environmental alternatives and an equitable transition period.

AVON MIDLAND COUNTRY ZONE

- (a) Amend part 1 of the recommendation to read "That the WA Local Government Association advocate for the State Government to introduce a state wide ban on single use plastic bags,";
and
- (b) Delete part 2 of the recommendation.

Moved: Cr Catherine Ehrhardt
Seconded: Mayor Henry Zelones

1. Advocate for a state wide ban for single use plastic bags.
2. Support members seeking to implement a Local Law to ban single use plastic bags.
3. Strongly advocate that all products be biodegradable and request WALGA to refer this issue back to the State Government for the preparation of appropriate legislation.
4. Any state wide ban to be supported by community education, environmental alternatives and an equitable transition period.

AMENDMENT

Moved: Mayor Peter Long
Seconded: Cr Fiona Reid

That WALGA:

1. Advocate for the State Government to introduce a state wide ban of single use plastic bags.
2. Ensure any state wide ban is supported by community education, environmental alternatives and an equitable transition period.
3. Refer the matter of biodegradable products to the Municipal Waste Advisory Council for investigation and determination.
4. Note that while a state-wide approach is preferred some Local Governments are progressing Local Laws and WALGA has a role supporting these Local Governments to ensure consistency of approach.

CARRIED

RESOLUTION 62.7/2017

THE MOTION AS AMENDED WAS PUT AND CARRIED

5.4 Interim Submission on the Australian Government's Review of Climate Change Policies (05-028-03-0018 LS)

WALGA RECOMMENDATION

That the interim submission in response to the Australian Government's Review of Climate Change Policies Discussion Paper be endorsed.

Avon Midland Country Zone	WALGA Recommendation Supported
Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Great Southern Country Zone	WALGA Recommendation Supported
Kimberley Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
North Metropolitan Zone	WALGA Recommendation Supported
Northern Country Zone	WALGA Recommendation Supported
Peel Zone	WALGA Recommendation Supported
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Supported
South West Country Zone	WALGA Recommendation Supported

SOUTH METRO ZONE

That the interim submission in response to the Australian Government 's review of Climate Change Policies Discussion Paper be endorsed subject to WALGA State Councils believes that situation brought about a motion stating Climate Action Should Be Immediate in June 2009, is today reaching a climate emergency.

CENTRAL COUNTRY ZONE

That the WALGA Recommendation be supported however the Central Country Zone express its continuing concern at the number of WALGA State Council items that relate to seeking endorsement of a submission that has been submitted some time earlier.

Moved: Cr Doug Thompson
Seconded: President Cr Cheryl Cowell

That the interim submission in response to the Australian Government's Review of Climate Change Policies Discussion Paper be endorsed.

RESOLUTION 63.7/2017

CARRIED

5.5 Coordinated Corella Project (05-046-02-0003 MH)

WALGA RECOMMENDATION

That State Council:

1. Note the outcomes of the Coordinated Corella Control pilot program.
2. Endorse WALGA's proposed approach to the continuation and expansion of the Program in 2017/18.

Avon Midland Country Zone	WALGA Recommendation Supported
Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Kimberley Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
North Metropolitan Zone	WALGA Recommendation Supported
Peel Zone	WALGA Recommendation Supported
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Supported
South Metropolitan Zone	WALGA Recommendation Supported

SOUTH WEST COUNTRY ZONE

That:

The item be amended by the addition of a further point

- That DPAWS provide adequate funding to support the project, as that is a wildlife control issue

NORTHERN COUNTRY ZONE

1. Note the outcomes of the Coordinated Corella Control pilot program.
2. Endorse WALGA's proposed approach to the continuation and expansion of the Program in 2017/18.
3. *Expand the program to include the whole of State. (addition to the recommendation)*

Moved: President Cr Karen Chappel
Seconded: Mayor Logan Howlett

That State Council

1. Note the outcomes of the Coordinated Corella Control pilot program.
2. Endorse WALGA's proposed approach to the continuation and expansion of the Program in 2017/18.
3. Seek to have the program expanded to the whole of the State, including the provision of adequate resources.

RESOLUTION 64.7/2017

CARRIED

5.6 Productivity Commission Inquiry into Horizontal Fiscal Equalisation 05-001-03-0006 DM)

WALGA RECOMMENDATION

That State Council endorse WALGA's submission to the Productivity Commission Inquiry into Horizontal Fiscal Equalisation in Australia.

Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Great Southern Country Zone	WALGA Recommendation Supported
Kimberley Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
North Metropolitan Zone	WALGA Recommendation Supported
Northern Country Zone	WALGA Recommendation Supported
Peel Zone	WALGA Recommendation Supported
Pilbara Zone	No Minutes Received
South Metropolitan Zone	WALGA Recommendation Supported

SOUTH EAST METROPOLITAN ZONE

That WALGA be requested to review its draft submission with a view of focussing on improving the existing methods of calculation of the GST as a matter of urgency rather than just focusing on increasing the level of tax collected.

SOUTH WEST COUNTRY ZONE

That WALGA be requested to review its draft submission with a view to focusing on the existing methods of calculation of the GST as a matter of urgency rather than focusing on increasing the level of tax collected.

AVON MIDLAND COUNTRY ZONE

That the Zone requests the removal in the Comment section of the Agenda item of the reference to poor financial management on the part of the previous State Government.

SECRETARIAT COMMENT

The submission canvasses both the scope and amount of the GST.

Cr Doug Thompson left the meeting at 5:42pm and returned at 5:44pm.

Moved: President Cr Phillip Blight
Seconded: Mayor Logan Howlett

That State Council endorse WALGA's submission to the Productivity Commission Inquiry into Horizontal Fiscal Equalisation in Australia with an amendment to remove the reference to the loss of the vehicle licensing concessions.

RESOLUTION 65.7/2017

CARRIED

5.7 WALGA Draft Housing Strategy Guide and Housing and Community Profile Database (05-036-03-0020 CG)

WALGA RECOMMENDATION

That WALGA;

1. Note the Draft Housing Strategy Guide and Housing and Community Profile Database currently out for members comment;
2. Liaise with all relevant State Government agencies to seek feedback on the draft Housing Strategy Guide; and
3. Seek a commitment from these agencies that the Draft Housing Strategy Guide is a suitable best practice guide for Local Governments in preparing their Housing Strategies.

Avon Midland Country Zone	WALGA Recommendation Supported
Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Great Southern Country Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
North Metropolitan Zone	WALGA Recommendation Supported
Northern Country Zone	Not Mentioned
Peel Zone	WALGA Recommendation Supported
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Supported
South Metropolitan Zone	WALGA Recommendation Supported
South West Country Zone	WALGA Recommendation Supported

KIMBERLEY ZONE

That the Kimberley Zone of WALGA;

1. Notes the State Council Meeting Agenda and Presidents Report, and
2. To refer item 5.7 of the State Council Agenda to WALGA to seek further advice.

Moved: Cr Doug Thompson
Seconded: Mayor Heather Henderson

That WALGA;

1. Note the Draft Housing Strategy Guide and Housing and Community Profile Database currently out for members comment;
2. Liaise with all relevant State Government agencies to seek feedback on the draft Housing Strategy Guide; and
3. Seek a commitment from these agencies that the Draft Housing Strategy Guide is a suitable best practice guide for Local Governments in preparing their Housing Strategies.

RESOLUTION 66.7/2017

CARRIED

Mayor Carol Adams left the meeting at 5:48pm and did not return.

MATTERS FOR CONSIDERATION BY STATE COUNCILLORS (UNDER SEPARATE COVER)

5.8 Executive Committee Minutes (01-006-03-0006 TB)

Moved: Cr Doug Thompson
Seconded: Cr Wally Barrett

That the Minutes of the Executive Committee meeting held 28 June 2017 be endorsed.

RESOLUTION 67.7/2017

CARRIED

5.9 Selection Committee Minutes (01-006-03-0011 MD)

Moved: Mayor Henry Zelones
Seconded: President Cr Ken Clements

1. The recommendations from the Selection Committee Minutes of 27 June 2017 be endorsed by State Council,
2. The resolutions from the Selection Committee Minutes of 27 June 2017 be noted by State Council.

RESOLUTION 68.7/2017

CARRIED

5.10 Use of the Association's Common Seal (01-004-07-0001 RB)

Moved: Mayor Logan Howlett
Seconded: President Cr Karen Chappel

That the use of the Association's common seal for the following purpose be noted:

Document	Document Description	Signatories	State Council prior approval
Letter of Offer	Letter of Offer (Restatement) - Western Australian Local Government Association as trustee for the LGIS Local Government Insurance Scheme	Cr Lynne Craigie Ricky Burges	No

RESOLUTION 69.7/2017

CARRIED

5.11 Honours Panel Committee Minutes (01-006-03-0006 TL)

Mayor Henry Zelones, Mayor Giovanni Italiano, Cr Sue Bilich, Mayor Logan Howlett declared an interest and left the meeting at 5:50pm.

President Cr Wayne Sanford left the meeting at 5:50pm and did not return.

Moved: Mayor Heather Henderson

Seconded: President Cr Cheryl Cowell

That the Minutes of the Honours Panel meeting held 19 May 2017 and the Flying Minute of the Honours Panel held on 4 July 2017 be received.

RESOLUTION 70.7/2017

CARRIED

Mayor Henry Zelones, Mayor Giovanni Italiano, Cr Sue Bilich, Mayor Logan Howlett returned to the meeting at 5:51pm.

6. MATTERS FOR NOTING / INFORMATION

6.1 Discussion Paper - Third Party Appeal Rights in Planning (06-03-01-0001 GC)

That State Council note that feedback on the *Third Party Appeal Rights in Planning* discussion paper has been extended until 14 July 2017.

Avon Midland Country Zone	WALGA Recommendation Noted
Central Country Zone	WALGA Recommendation Noted
Central Metropolitan Zone	WALGA Recommendation Noted
East Metropolitan Zone	WALGA Recommendation Noted
Gascoyne Zone	WALGA Recommendation Noted
Goldfields Esperance Country Zone	WALGA Recommendation Noted
Great Eastern Country Zone	WALGA Recommendation Noted
Great Southern Country Zone	WALGA Recommendation Noted
Kimberley Zone	WALGA Recommendation Noted
Murchison Country Zone	WALGA Recommendation Noted
North Metropolitan Zone	WALGA Recommendation Noted
Northern Country Zone	WALGA Recommendation Noted
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Noted
South Metropolitan Zone	WALGA Recommendation Noted
South West Country Zone	WALGA Recommendation Noted

PEEL ZONE

That the Peel Zone requests that an extension on *Third Party Appeal Rights in Planning* be extended to 31 July 2017.

SECRETARIAT COMMENT

The Zones request can be administered by the secretariat.

Moved: Cr Les Price
Seconded: Cr Fiona Reid

That State Council note that feedback on the *Third Party Appeal Rights in Planning* discussion paper has been extended until 14 July 2017.

RESOLUTION 71.7/2017

CARRIED

6.2 Bushfire Risk Mitigation Program (05-24-02-0001 MP)

WALGA RECOMMENDATION

That State Council note WALGAs advocacy for the Bushfire Risk Mitigation Program to receive ongoing funding to enhance bushfire mitigation in Western Australia.

Avon Midland Country Zone	WALGA Recommendation Noted
Central Country Zone	WALGA Recommendation Noted
Central Metropolitan Zone	WALGA Recommendation Noted
East Metropolitan Zone	WALGA Recommendation Noted
Gascoyne Zone	WALGA Recommendation Noted
Goldfields Esperance Country Zone	WALGA Recommendation Noted
Great Eastern Country Zone	WALGA Recommendation Noted
Great Southern Country Zone	WALGA Recommendation Noted
Kimberley Zone	WALGA Recommendation Noted
Murchison Country Zone	WALGA Recommendation Noted
North Metropolitan Zone	WALGA Recommendation Noted
Northern Country Zone	WALGA Recommendation Noted
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Noted
South Metropolitan Zone	WALGA Recommendation Noted
South West Country Zone	WALGA Recommendation Noted

PEEL ZONE

That the Peel Zone amends Item 6.2 to read as follows:

That State Council note WALGA's advocacy for the Bushfire Risk Mitigation Program to receive ongoing funding to enhance bushfire Mitigation in Western Australia and that this program funding be provided directly to Local Government authorities, or alternatively, bushfire mitigation be included as an eligible fund under the ESL Grants Manual.

Moved: Mayor Logan Howlett
Seconded: President Cr Ken Clements

That State Council note WALGA's advocacy for the Bushfire Risk Mitigation Program to receive ongoing funding to enhance bushfire Mitigation in Western Australia and that this program funding be provided directly to Local Government authorities, or alternatively, bushfire mitigation be included as an eligible fund under the ESL Grants Manual.

RESOLUTION 72.7/2017

CARRIED

6.3 Control of off-road vehicles (05-053-03-008 NH)

WALGA RECOMMENDATION

That State Council note WALGA's further initiatives to address Local Government feedback concerning the control of off-road vehicles.

Avon Midland Country Zone	WALGA Recommendation Noted
Central Country Zone	WALGA Recommendation Noted
Central Metropolitan Zone	WALGA Recommendation Noted
East Metropolitan Zone	WALGA Recommendation Noted
Gascoyne Zone	WALGA Recommendation Noted
Goldfields Esperance Country Zone	WALGA Recommendation Noted
Great Eastern Country Zone	WALGA Recommendation Noted
Great Southern Country Zone	WALGA Recommendation Noted
Kimberley Zone	WALGA Recommendation Noted
Murchison Country Zone	WALGA Recommendation Noted
North Metropolitan Zone	WALGA Recommendation Noted
Northern Country Zone	WALGA Recommendation Noted
Peel Zone	WALGA Recommendation Noted
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Noted
South Metropolitan Zone	WALGA Recommendation Noted
South West Country Zone	WALGA Recommendation Noted

Moved: Mayor Henry Zelones
Seconded: Mayor Tracey Roberts

That:

1. State Council note WALGA's further initiatives to address Local Government feedback concerning the control of off-road vehicles;
2. WALGA undertake further consultation with members to consider the options to extend the 'control areas' as provided for in the *Control of Vehicles (Off Road) Act 1978*; and,
3. WALGA present this feedback to the Department of Local Government, Sport and Cultural Industries for action.

RESOLUTION 73.7/2017

CARRIED

6.4 Short-Term Rental Accommodation and the Sharing Economy Discussion Paper (05-036-03-0016 CG)

WALGA RECOMMENDATION

That State Council note the '*Short-Term Rental Accommodation and the Sharing Economy Discussion Paper*' and request for feedback on the paper.

Avon Midland Country Zone	WALGA Recommendation Noted
Central Country Zone	WALGA Recommendation Noted
Central Metropolitan Zone	WALGA Recommendation Noted
East Metropolitan Zone	WALGA Recommendation Noted
Gascoyne Zone	WALGA Recommendation Noted
Goldfields Esperance Country Zone	WALGA Recommendation Noted
Great Eastern Country Zone	WALGA Recommendation Noted
Great Southern Country Zone	WALGA Recommendation Noted
Kimberley Zone	WALGA Recommendation Noted
Murchison Country Zone	WALGA Recommendation Noted
North Metropolitan Zone	WALGA Recommendation Noted
Northern Country Zone	WALGA Recommendation Noted
Peel Zone	WALGA Recommendation Noted
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Noted
South Metropolitan Zone	WALGA Recommendation Noted
South West Country Zone	WALGA Recommendation Noted

Cr Catherine Ehrhardt declared an interest and left the meeting at 5:58pm

Moved: Mayor Heather Henderson
Seconded: Cr Fiona Reid

That State Council note the '*Short-Term Rental Accommodation and the Sharing Economy Discussion Paper*' and request for feedback on the paper.

RESOLUTION 74.7/2017

CARRIED

Cr Catherine Ehrhardt returned to the meeting at 5.59pm.

6.5 Report on Local Government Road Assets and Expenditure 2015/16 (06007030016 MB)

WALGA RECOMMENDATION

That State Council note the Report on Local Government Road Assets and Expenditure 2015 /16.

Avon Midland Country Zone	WALGA Recommendation Noted
Central Country Zone	WALGA Recommendation Noted
Central Metropolitan Zone	WALGA Recommendation Noted
East Metropolitan Zone	WALGA Recommendation Noted
Gascoyne Zone	WALGA Recommendation Noted
Goldfields Esperance Country Zone	WALGA Recommendation Noted
Great Eastern Country Zone	WALGA Recommendation Noted
Great Southern Country Zone	WALGA Recommendation Noted
Kimberley Zone	WALGA Recommendation Noted
Murchison Country Zone	WALGA Recommendation Noted
North Metropolitan Zone	WALGA Recommendation Noted
Northern Country Zone	WALGA Recommendation Noted
Peel Zone	WALGA Recommendation Noted
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Noted
South Metropolitan Zone	WALGA Recommendation Noted
South West Country Zone	WALGA Recommendation Noted

Moved: President Cr Karen Chappel
Seconded: President Cr Phillip Blight

That State Council note the Report on Local Government Road Assets and Expenditure 2015 /16.

RESOLUTION 75.7/2017

CARRIED

6.6 Report Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB)

WALGA RECOMMENDATION

That State Council note the resolution of the Municipal Waste Advisory Council at its 26 April 2017 meeting.

Avon Midland Country Zone	WALGA Recommendation Noted
Central Country Zone	WALGA Recommendation Noted
Central Metropolitan Zone	WALGA Recommendation Noted
East Metropolitan Zone	WALGA Recommendation Noted
Gascoyne Zone	WALGA Recommendation Noted
Goldfields Esperance Country Zone	WALGA Recommendation Noted
Great Eastern Country Zone	WALGA Recommendation Noted
Great Southern Country Zone	WALGA Recommendation Noted
Kimberley Zone	WALGA Recommendation Noted
Murchison Country Zone	WALGA Recommendation Noted
North Metropolitan Zone	WALGA Recommendation Noted
Northern Country Zone	WALGA Recommendation Noted
Peel Zone	WALGA Recommendation Noted
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Noted
South Metropolitan Zone	WALGA Recommendation Noted
South West Country Zone	WALGA Recommendation Noted

Moved: President Cr Karen Chappel
Seconded: Cr Doug Thompson

That State Council note the resolution of the Municipal Waste Advisory Council at its 26 April 2017 meeting.

RESOLUTION 76.7/2017

CARRIED

7. ORGANISATIONAL REPORTS

7.1 Key Activity Reports

7.1.1 Report on Key Activities, Environment and Waste (01-006-03-0017 MJB)

Moved: Cr Doug Thompson
Seconded: Mayor Logan Howlett

That the Key Activities Report from the Environment and Waste Unit to the July 2017 State Council meeting be noted.

RESOLUTION 77.7/2017

CARRIED

7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB)

Moved: Cr Doug Thompson
Seconded: Mayor Logan Howlett

That the Key Activities Report from the Governance and Organisational Services Unit to the July 2017 State Council meeting be noted.

RESOLUTION 78.7/2017

CARRIED

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

Moved: Cr Doug Thompson
Seconded: Mayor Logan Howlett

That the Key Activities Report from the Infrastructure Unit to the July 2017 State Council meeting be noted.

RESOLUTION 79.7/2017

CARRIED

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

Moved: Cr Doug Thompson
Seconded: Mayor Logan Howlett

That the Key Activities Report from the Planning and Community Development Unit to July 2017 State Council meeting be noted.

RESOLUTION 80.7/2017

CARRIED

7.2 Policy Forum Report (01-006-03-0007 TB)

Moved: Cr Doug Thompson
Seconded: Mayor Logan Howlett

That the report on the key activities of the Association's Policy Forums to the July 2017 State Council meeting be noted.

RESOLUTION 81.7/2017

CARRIED

7.3 President's Report

Moved: President Cr Karen Chappel
Seconded: Cr Janet Davidson

That the President's Report for July 2017 be received.

RESOLUTION 82.7/2017

CARRIED

7.4 CEO's Report

Moved: Cr Janet Davidson
Seconded: Mayor Tracey Roberts

That the CEO's Report for July 2017 be received.

RESOLUTION 83.7/2017

CARRIED

7.5 Local Government Professionals (WA) Report

Local Government Professionals (WA) President Mr Jonathan Throssell presented on the activities of the Local Government Professionals (WA).

8. ADDITIONAL ZONE RESOLUTIONS

Mayor Logan Howlett left the meeting at 6:06pm and returned at 6:08pm.

Moved: Mayor Henry Zelones
Seconded: Cr Fiona Reid

That the South East Metro Zone item on media coverage on rate increases be discussed.

RESOLUTION 84.7/2017

CARRIED

Moved: Mayor Henry Zelones
Seconded: Mayor Peter Long

That WALGA implement a media response to the negative press that arises annually regarding Local Government rate increases.

RESOLUTION 85.7/2017

CARRIED

Moved: Cr Janet Davidson
Seconded: Cr Doug Thompson

That the additional Zone Resolutions from the July 2017 round of Zones meetings as follows be referred to the appropriate policy area for consideration.

RESOLUTION 86.7/2017

CARRIED

PEEL ZONE (Governance and Organisational Services)

Capping of Rates Rebate to Seniors Card Holders

That the Peel Zone requests WALGA to urgently express its concerns to the State Treasurer in relation to the announced capping of the rates rebate available to Seniors Card Holders, both in terms of the impact on the Community and the impact on Local Governments to deliver this change through their corporate computer systems.

SOUTH EAST METRO ZONE (Environment)

WALGA Policy Statement on Climate Change

That the South East Metropolitan Zone:

- 1. Requests WALGA review its Policy Statement on Climate Change, to include considerations of awareness and behaviour change strategies for climate change mitigation and energy efficiency.**
- 2. Forwards the motion, as detailed in Part 1 above, to the State Council, requesting a review of the Policy Statement on Climate Change to address climate change mitigation and to consider actions and targets for behaviour change and awareness in this regard.**

SOUTH EAST METRO ZONE (Finance and Marketing)

WALGA Response – Negative Media Local Government Rate Increases

South East Metropolitan Zone requests WALGA implement a media response to the negative press that arises annually regarding Local Government rate increases.

EAST METRO ZONE (Infrastructure)

LED Street Lighting

That WALGA bring pressure to bear on the new State Government to consider installation and funding of LED Street Lighting particularly on major highways.

SOUTH WEST COUNTRY ZONE (Economics)

That:

The key priorities as identified by WALGA as the proposed priorities for WALGA's 2018-19 State Budget Submission be endorsed

NORTHERN COUNTRY ZONE (People and Place)

Shire of Chapman Valley – Discussion Paper - Registration of Farmer Firefighting Units

1. NCZ express its serious concerns with WALGA on Office of Emergency Management's "*Registration of Farmer Firefighting Units*" Discussion Paper and lobby for this matter to be discussed at the forthcoming WALGA AGM.
2. Seek a further extension of the debate to the 31st December 2017.

SOUTH METRO ZONE (Governance and Organisational Services)

Council Resolution Advocating for Changes to the Local Government Act – Silent Electors

That the Zone requests that WALGA consider changes in which the *Local Government Act 1995* and Regulations treat silent electors on the Federal and State electoral rolls who may wish to stand for election, or be elected, to Councils *or employed by a Local Government*.

SOUTH METRO ZONE (Environment)

Urban Forest Strategy – Request for Collaborative Approach

That the South Metropolitan Zone request the Western Australian Local Government Association to coordinate a collective approach by Local Governments to commissioning or participate in research to support Local Government Urban Forest Management specifically:

- the vulnerability of existing urban tree species in Perth to predicted climate change impacts;
- the identification of potential new street tree species with climatic tolerance suitable for predicted Perth conditions to 2100;
- the relationship between the urban forest and local hydrology, and urban forest sustainability models under predicted climate scenarios.

GASCOYNE ZONE (Economics)

2018-19 State Budget Submission

That the proposed approach be endorsed with the inclusion of the following programs:

- i. Funding for the capacity building component of the Country Local Government Fund;
- ii. Funding for Ageing in Place;
- iii. Increase in emergency services funding;
- iv. Funding for country ambulance upgrades;
- v. Funding for implementation of the *Public Health Act 2016*; and
- vi. Continuation of the funding identified in the report, as follows:
 - a. State Road Funds to Local Government Agreement
 - b. Road Trauma Trust Account
 - c. Community Sport and Recreation Facilities Fund
 - d. DFES Local Government Grants Scheme

GREAT EASTERN COUNTRY ZONE (Governance and Organisational Services)

Changes to Accounting Standards – Implementation of Related Party Disclosures

That Great Eastern Country Zone through WALGA seek, as a matter of urgency, an exemption from the implementation of AASB 124 for local government in Western Australia.

CENTRAL COUNTRY ZONE (Economics)

That the Central Country Zone note the proposed submission for the 2018/2019 Budget and seek input from individual members Councils, subject to the Zone expressing concern to WALGA at the limited opportunity for improved funding for primary health and mental health in the region.

9. MEETING ASSESSMENT

President Cr Karen Chappel provided feedback as to the effectiveness of the meeting.

10. DATE OF NEXT MEETING

That the next meeting of the Western Australia Local Government Association State Council be held in the North Metropolitan Zone at a location and time to be advised on Wednesday 8 September 2017.

11. CLOSURE

There being no further business the President declared the meeting closed at 6:15pm.

10 PETITIONS / DEPUTATIONS / PRESENTATIONS

11 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

11.1 PRESIDENTS REPORT

(To be tabled at the Council Meeting)

12. REPORTS OF OFFICERS

12.1 HEALTH BUILDING AND TOWN PLANNING

12.1.1 Health and Building Report for the month of June 2017

LOCATION:	Shire of Menzies
APPLICANT:	N/A
DOCUMENT REF:	EDM 245
DISCLOSURE OF INTEREST:	The author has no interest to disclose
DATE:	19 July 2017
AUTHOR:	David Hadden, Environmental Health Officer
ATTACHMENTS	Nil

RECOMMENDATION:

That Council receive the report of the Environmental Health Officer for the month of June 2017.

VOTING REQUIREMENTS: Simple Majority

IN BRIEF:

This report is for the information of Council, and relates to matters addressed by the Environmental Health Officer for the month of June 2017.

RELEVANT TO STRATEGIC PLAN:

14.3 Active Civic Leadership Achieved

- Regularly Monitor and Report on the Shire's Activities, Budgets, Plans and Performance

STATUTORY AUTHORITY:

Building Act 2011

Public Health Act 2016

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS : Nil

RISK ASSESSMENTS :

No Risk Assessments have been adopted in relation to these matters.

BACKGROUND:

The Shire contracts the services of an Environmental Health Officer (EHO) for two days per month. The Officer is available for consultation at all times, and attends the administration office once per month to meet with the Chief Executive Officer.

COMMENT:

Health

Dealt with an enquiry from Davyhurst Mine regarding process to gain approval for increasing waste water disposal pond dimensions to cater for increasing staff numbers.

Carried out an inspection of Menzies Hotel kitchen and requested that management repair the ceiling alongside exhaust canopy where damaged and carry out increased cleaning of the tiled floor to remove grime from tile grout.

Building/Planning

Prosecution paperwork for Mr Gopel should be ready for serving in early July. It is hoped to have the matter dealt with at the Leonora Court in August.

Campers opposite Menzies School using two tents have left town.

12.2 FINANCE AND ADMINISTRATION

12.2.1 Statement of Financial Activity for the Month of June 2017

LOCATION:	N/A
APPLICANT:	N/A
FILE REF:	EDM052
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	24 July 2017
AUTHOR:	Jeanette Taylor, Manager Finance & Administration
ATTACHMENT:	12.2.1-1 June Monthly Financial Reports 2017 (<i>to be tabled under separate cover</i>)

OFFICER RECOMMENDATION:

That Council receive the Statement of Financial Activity for the month ending 30 June 2017 tabled as attachment 12.2.1-1 presented at the meeting, and note any material variances.

VOTING REQUIREMENTS: Simple Majority

IN BRIEF:

Statutory Financial Reports submitted to Council for acceptance as a record of financial activity for the period to 30 June 2017.

RELEVANT TO STRATEGIC PLAN:

14.3 Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting the shire.

STATUTORY AUTHORITY:

Local Government Act 1995 Section 6.4

Local Government (Financial Management) Regulations 1996, 34

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

As detailed within the attachments.

RISK ASSESSMENTS:

OP9 Budgets are inaccurately reported with differences in the Budget adopted by Council, and that exercised by Council administration.

OP16 Council's statutory reports provide inaccurate financial information

BACKGROUND:

The Financial Management Regulation 34 required each Local Government to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under Regulation 22(1)(d), for that month with the following details:

- The annual budget estimates,
- The operating revenue, operating income and all other operating income and expenses,
- Any significant variations between year to date income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activity is not in accordance with budget estimates for the relevant reporting period,
- Include an operating statement, and
- Any other relevant supporting notes.

COMMENT:

This report contains annual budget estimates, actual amounts of expenditure and income to the end of the month. It shows the material differences between the budget and actual amounts where they are not associated to timing differences for the purpose of keeping Council informed of the current financial position.

Detailed statement of Capital Expenditure by ledger account by program is provided for Council consideration.

Detailed statement of Operating Expenditure by nature or type by program is provided for Council information.

12.2.2 Monthly Listing of Payments for the Month of June 2017

LOCATION:	N/A
APPLICANT:	N/A
FILE REF:	EDM 017
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	17 July 2017
AUTHOR:	Jeanette Taylor, Manager Finance and Administration
ATTACHMENT:	12.2.2-1 Payment Listings for June 2017

OFFICER RECOMMENDATION:

That Council receive the list of payments for the month of June 2017 totalling \$432,348.68 being:

- 1) No cheques were drawn during the month
- 2) Electronic Fund Transfer EFT2174 - EFT2303 payments in the Municipal Fund totalling \$389,546.589. Cancelled EFT numbers are noted in the EFT listing.
- 3) Direct Debit payments from the Municipal Fund totalling \$42,802.09.
- 4) Credit card payments for the statement period 29 May 2017 to 29 June 2017 (included in direct debits) totalling \$5,845.96.

VOTING REQUIREMENTS: Simple Majority

IN BRIEF:

The list of payments made for the month of June 2017 to be received by Council.

RELEVANT TO STRATEGIC PLAN:

14.3 Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting the shire.

STATUTORY AUTHORITY:

Local Government (Financial Management) Regulations 1996 Regulation13.

POLICY IMPLICATIONS:

Policy 4.7 – Creditors – Preparation for Payment

FINANCIAL IMPLICATIONS: Nil

RISK ASSESSMENTS:

OP7 Accounts payable amounts and disbursements are either inaccurately recorded or not recorded at all.

BACKGROUND:

Payments have been made by electronic funds transfer (EFT) and direct transfer from Council's Municipal bank account and duly authorised as required by Council Policy. There have been no cheque payments made this month. These payments have been made under authority delegated to the Chief Executive Officer and are not reported to Council.

COMMENT:

The EFT and Direct Debit payments that have been raised for the month of June 2017 are attached.

After payment, the balance of creditors will be \$67,683.71.

Shire of Menzies Payments for the Month of June 2017

Cheques		\$(0.00)
EFT		\$389,546.59
Direct Debit		\$42,802.09
Total Payments		<u>\$432,348.68</u>
Credit Card Payments (included in Direct Debit)	\$	5,845.96

*Agenda for the Ordinary Meeting of Council of the Shire of Menzies to be held in the Council Chambers
124 Shenton Street, Menzies commencing at 1pm on Thursday 27 July 2017*

**Shire of Menzies
Payments for the Month of June 2017**

Chq/EFT	Date	Name	Description	Amount
		<i>EFT 2174 cancelled due to incorrect bank details</i>		
EFT2175	01/06/2017	JR & A Hersey	400 ltr spray tank	\$1,857.97
EFT2176	01/06/2017	Netlogic Information Technology	CONR 16/05/2017 Clean PC Lady Shenton Visitor Centre	\$375.00
EFT2177	01/06/2017	Leonora Art Prize INC	Sponsorship Leonora Art Prize	\$1,500.00
EFT2178	01/06/2017	Canine Control	Agreement Ranger Services 2016 2017 - 11 May 2017	\$1,600.50
EFT2179	01/06/2017	Hannans Hotel	Accommodation and meals for 2 weeks	\$1,287.00
EFT2180	01/06/2017	Jeff Jones	Supply flowering plants as available	\$85.00
EFT2181	01/06/2017	Elite Gym Hire	Service to Spin bikes - Sponsorship to Shire of Menzies	\$60.00
EFT2182	01/06/2017	C Direct	Recharge Cards - 2pk x \$30 (10 per pack x \$30) (discount price - \$288)	\$691.20
EFT2183	01/06/2017	Toll Ipec Pty Ltd	Freight	\$105.32
EFT2184	01/06/2017	Ecowater Services	Service and consumables - Biomax Service	\$680.50
EFT2185	01/06/2017	Fire And Emergency Services Authority	2016/17 ESL Quarter 4	\$4,465.90
EFT2186	01/06/2017	Goldline Distributors	Kids Disco	\$129.20
EFT2187	01/06/2017	Tucker, Ian Cr	Loan of CD's for Karaoke night Cyclassic	\$100.00
EFT2188	01/06/2017	Local Government Professionals Australia WA	2016/2017 Council Corporate Membership	\$462.00
EFT2189	01/06/2017	Shire of Menzies Social Club	Payroll deductions	\$150.00
EFT2190	01/06/2017	Menzies Aboriginal Corporation	Supervision - 4 persons - Esperance Trip	\$10,914.11
EFT2191	01/06/2017	Netlogic Information Technology	CONR Update Java Client on Accounts PC - 2 May 2017	\$35.00
EFT2192	01/06/2017	Tourism Council Western Australia	Getting Started online Workshop - Kalgoorlie 14 February 2016	\$310.00
			Customer Service WAY - Kalgoorlie 14 February 2016	
EFT2193	06/06/2017	Jennifer Anne Noble	Supply of Music for the Cyclassic 2017	\$350.00
EFT2194	06/06/2017	Goldfields Cyclassic	2017 Goldfields Cyclassic & Community Challenge	\$66,000.00
		<i>EFT 2195 to EFT 2227 Cancelled due to incorrect payment run created</i>		
EFT2228	09/06/2017	AD Engineering International Pty Ltd	AD322 Radar Speed Display	\$5,964.26
EFT2229		<i>Cancelled due to incorrect inclusion in payment run</i>		
EFT2230	09/06/2017	Ian Baird	Reimbursement of Accommodation	\$352.00
EFT2231		<i>Cancelled due to incorrect inclusion in payment run</i>		
EFT2232	16/06/2017	RMM Carpet Cleaning	Cleaning of 8 areas of Town Hall (refer plan)	\$2,211.00
EFT2233	16/06/2017	Tenderlink	Tenders 01-2017 and 02-2017	\$330.00
EFT2234	16/06/2017	Goldfields Nissan	Quote 10 April 2017 - Nissan XTrail ST-L 4wd CVT auto with accessories	\$23,755.60
EFT2235	16/06/2017	Eliza Plum Locally Handcrafted Soaps	Mixed soap bars	\$144.00
EFT2236	16/06/2017	Redwave Media Pty Ltd	Advertising as referred by Frances Thornton for Cyclassic 2017	\$4,455.00
EFT2237	16/06/2017	Australian Communications & Media Auth	Licence renewal Broadcasting/retransmission 6SBSFM	\$44.00
EFT2238	16/06/2017	Australian Taxation Office	PAYG Income Tax withholding	\$24,847.00
EFT2239	16/06/2017	Ian Baird	Travel to May meeting 2017	\$1,544.56
EFT2240	16/06/2017	Cabcharge Australia Limited	Cab Charges May 2017	\$6.00
EFT2241	16/06/2017	Cardile International Fireworks Pty Ltd	Fireworks Display 3 June 2017	\$19,800.00
EFT2242	16/06/2017	C Direct	Recharge - 1pk x \$50 (2 per pack x \$50) (discount price \$96.00)	\$356.59
EFT2243	16/06/2017	Cooper Fluid Systems	Air dryer	\$166.10
EFT2244	16/06/2017	Toll Ipec Pty Ltd	Freight	\$106.77
EFT2245	16/06/2017	Digitalrez Australia	RezExpert Monthly Access Fee May 2017	\$76.94
EFT2246	16/06/2017	DJ Rev CB	2017 Cyclassic Entertainment and Karaoke	\$6,145.00
EFT2247	16/06/2017	Eagle Petroleum (W.A) Pty Ltd	Deliver 5000 ltrs diesel fuel to depot	\$6,404.31
EFT2248	16/06/2017	Hare & Forbes Machinery House	B/SAW BS-916a	\$4,764.50
EFT2249	16/06/2017	Menzies Hotel	1 45 kg gas bottle for nurse	\$174.50
EFT2250	16/06/2017	Jump 4 Us	Hire of Pirate Ship and Zorb balls for Children's entertainment - Cyclassic 2017 includes supply of generator and fuel, plus travel costs	\$1,510.00
EFT2251	16/06/2017	Marketforce	Notice of Special Meeting of Council - Monday 27 March 2017 in Local Government Notices	\$304.00
EFT2252	16/06/2017	Shire of Menzies Social Club	Payroll deductions	\$150.00
EFT2253	16/06/2017	Netlogic Information Technology	22/05/2017 connectivity issues CEOXA	\$112.50
EFT2254	23/06/2017	Covs	3 cans crome brite	\$61.29
EFT2255	23/06/2017	Child Support	Payroll deductions	\$129.79
EFT2256	23/06/2017	Retech Rubber	260m2of 50mm double density(epdm rubber)	\$36,809.52
EFT2257	23/06/2017	C Direct	\$30 Credit, Call Value + Network Access	\$747.00

*Agenda for the Ordinary Meeting of Council of the Shire of Menzies to be held in the Council Chambers
124 Shenton Street, Menzies commencing at 1pm on Thursday 27 July 2017*

**Shire of Menzies
Payments for the Month of June 2017**

		EFT	
EFT2258	23/06/2017 Cornerstone Legal	Professional Fees - Rate Recovery	\$110.00
EFT2259	23/06/2017 Toll Ipec Pty Ltd	Freight	\$12.79
EFT2260	23/06/2017 Dean's Auto Glass	Replace l/h window	\$1,398.05
EFT2261	23/06/2017 Menzies Hotel	Newspapers for May 2017	\$115.20
EFT2262	23/06/2017 Kulbardi Hill Consulting	Brochures as quoted - Kookynie and Niagara	\$3,311.00
EFT2263	23/06/2017 Landgate	UV General vals N/R country shared	\$1,249.35
EFT2264	23/06/2017 Shire of Menzies Social Club	Payroll deductions	\$160.00
EFT2265	23/06/2017 Paupiyala Tjarutja Aboriginal Corporation	Reimbursement School Holiday Program TjunTjunTjara Community 7 pril to 22 April 2017	\$8,641.15
EFT2266	23/06/2017 Satellite Television & Radio Australia	Annual maintenance of Menzies DTV re-transmission facilities	\$7,657.10
EFT2267	23/06/2017 Moore Stephens	Financial Management Reporting Workshops	\$2,805.00
EFT2268	30/06/2017 Leonora Pharmacy	Leonora Pharmacy amount due to 22 June 2017	\$495.49
EFT2269	30/06/2017 Longreach Camps Pty Ltd	Marquee hire for 7 days	\$1,430.00
EFT2270	30/06/2017 Design Sense Graphics and Sense	90x55mm fridge magnets - Gold Lake Ballard with TALA Logo	\$473.00
EFT2271	30/06/2017 Pumps Australia	Hot and cold pressure washer	\$4,085.00
EFT2272	30/06/2017 Hollywood Touch	Post and rail pvc fencing	\$3,325.00
EFT2273	30/06/2017 Central Australian Rare Earths Pty Ltd	Rates refund for assessment A4564 E39/01630 MINING	\$79.75
		TENEMENT	
EFT2274	30/06/2017 Agnes Resaba	Dinner for Children's sports evening - Cyclastic	\$200.00
EFT2275	30/06/2017 Derek Morrison	Annual Maintenance Town Hall Clock	\$1,150.00
EFT2276	30/06/2017 Air Liquide WA Pty Ltd	Rental 01/05-31/05/2017	\$98.81
EFT2277	30/06/2017 Bunnings	Water filter cartridges	\$15.98
EFT2278	30/06/2017 Cabcharge Australia Limited	Cabcharge account fee	\$6.00
EFT2279	30/06/2017 Toll Ipec Pty Ltd	Freight for brochures for Kookynie and Niagara	\$42.89
EFT2280	30/06/2017 Dean's Auto Glass	Replace windscreen 1 MN Toyota 200 Series	\$355.00
EFT2281	30/06/2017 E & M J Rosher	Blade pasture 275mm	\$1,018.50
EFT2282	30/06/2017 Flex Industries	Hydraulic Pump POW575	\$1,196.60
EFT2283	30/06/2017 Goldline Distributors	Caravan Park and cleaning items	\$1,452.03
EFT2284	30/06/2017 Goldfields Records Storage	Member contribution 01 July 2017 to 31 December 2017	\$8,800.00
EFT2285	30/06/2017 Hitachi	Lever kit and freight	\$189.57
EFT2286	30/06/2017 Menzies Hotel	1 45kg gas bottle	\$221.00
EFT2287	30/06/2017 Itvision	IT vision to corect superannuation files for upload to click super for April & May 2017	\$242.00
EFT2288	30/06/2017 JR & A Hersey	4 boxes heavy duty disposable gloves	\$136.40
EFT2289	30/06/2017 Kleenheat Gas	Gas bottles	\$37.95
EFT2290	30/06/2017 KT Cable Accessories	Hella predators lights	\$2,793.96
EFT2291	30/06/2017 Mobile Pest Weed Control	Depot - Temite Inspections	\$7,018.00
EFT2292	30/06/2017 Netlogic Information Technology	22/05/2017 change file association photoshop CEOXA	\$37.50
EFT2293	30/06/2017 Titan Australia Pty Ltd	12.5/80-18bkt tyre	\$843.26
EFT2294	30/06/2017 Office National	Half whiteboard/Half pinboard - Administration office	\$255.28
EFT2295	30/06/2017 Penns Cartage	Transport freight from hare and forbes, exteria ,domeshelter	\$941.60
EFT2296	30/06/2017 Pila Nguru Aboriginal Corporation	Recoup expenses for site to site activities during July & August 2017	\$8,334.41
EFT2297	30/06/2017 Refresh Water	12 x 15lt Water	\$108.00
EFT2298	30/06/2017 Kalgoorlie Retravisoin	WESTIN/WHI324BA 32cm induction cooktop	\$1,497.00
EFT2299	30/06/2017 Tourism Council Western Australia	VCWA Golden Membership Fee 2017/18 - Tourism Council WA	\$578.00
EFT2300	30/06/2017 Vissign Australia Pty Ltd	1000x500 toilet shower sign	\$68.75
EFT2301	30/06/2017 The West Australian	Shire of Menzies Advert in Kalgoorlie Miner - Saturday 27 May 2017 - Cyclastic Feature	\$425.00
EFT2302	30/06/2017 WML Consultants	Menzies NW Road 16.6 - Tony Chisholm	\$9,920.64
EFT2303	30/06/2017 WesTrac Pty Ltd	Repair and replace blade tilt hose and o-rings	\$91.87
	08/06/2017 Payroll	Payroll	\$37,606.95
	22/06/2017 Payroll	Payroll	\$35,884.83
			<hr/> \$389,546.59

**Shire of Menzies
Payments for the Month of June 2017
Direct Debit**

Chq/EFT	Date	Name	Description	Amount
DD1264.1	01/06/2017	WESTNET	CRC Computer charges May 2017	\$90.45
DD1270.1	06/06/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$4,390.14
DD1270.2	06/06/2017	Kinetic Superannuation	Superannuation contributions	\$1,057.69
DD1270.3	06/06/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$1,608.06
DD1270.4	06/06/2017	B T Finanacial Group Superannuation	Superannuation contributions	\$479.73
DD1270.5	06/06/2017	Catholic Super	Superannuation contributions	\$738.85
DD1270.6	06/06/2017	Australian Super	Superannuation contributions	\$219.03
DD1270.7	06/06/2017	Commonwealth Essential Super	Superannuation contributions	\$176.74
DD1281.1	08/06/2017	Telstra	Account 1182919000 for mobiles and office internet May 2017	\$549.43
DD1281.1	08/06/2017	Telstra	Account 3307495295 Satellite phones May 2017	\$204.53
DD1283.1	12/06/2017	Telstra	Account 3671243388 Mobiles and office internet May 2017	\$1,217.19
DD1288.1	15/06/2017	BOQ Finance	Copier charges June 2017	\$1,880.09
DD1288.2	15/06/2017	Toyota Finance	Golden Quest Vehicle Lease May 2017	\$1,103.39
DD 10467	19/06/2017	Horizon Power	Power usage 22/12/15-20/2/16	\$624.27
DD1291.1	20/06/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$4,050.81
DD1291.2	20/06/2017	Kinetic Superannuation	Superannuation contributions	\$1,159.21
DD1291.3	20/06/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$1,740.53
DD1291.4	20/06/2017	B T Finanacial Group Superannuation	Superannuation contributions	\$470.75
DD1291.5	20/06/2017	Catholic Super	Superannuation contributions	\$739.06
DD1291.6	20/06/2017	Australian Super	Superannuation contributions	\$233.68
DD1291.7	20/06/2017	Commonwealth Essential Super	Superannuation contributions	\$175.51
DD1305.1	20/06/2017	Kinetic Superannuation	Superannuation contributions	\$858.47
DD1301.1	26/06/2017	Jillian Dwyer	Meeting Fees June 2017	\$3,364.49
DD1301.2	26/06/2017	Ian Baird	Meeting Fees June 2017	\$1,289.67
DD1301.3	26/06/2017	Tucker, Ian Cr	Meeting Fees June 2017	\$875.83
DD1301.4	26/06/2017	Debbie Hansen	Meeting Fees June 2017	\$875.83
DD1301.5	26/06/2017	Jamie Mazza	Meeting Fees June 2017	\$875.83
DD1301.6	26/06/2017	Justin Lee	Meeting Fees June 2017	\$875.83
DD1301.7	26/06/2017	Keith Mader	Meeting Fees June 2017	\$875.83
DD1306.1	26/06/2017	Water Corporation	Water charges April to June 2017 for various locations	\$1,004.40
DD1306.2	26/06/2017	BOQ Finance	Copier Charges June 2017	\$389.40
DD1313.1	29/06/2017	Wright Express Australia Pty Ltd	Fuel Charges	\$881.72
DD1317.1	30/06/2017	Water Corporation	Water usage - April 2017 to June 2017 for various locations	\$1,325.40
1617-12.13	05/06/2017	NAB	Credit Card Payment	\$5,845.96
	01/06/2017	NAB	Merchant Fee	\$21.50
	01/06/2017	NAB	Merchant Fee	\$38.90
	01/06/2017	NAB	Merchant Fee	\$51.80
	01/06/2017	NAB	Merchant Fee	\$76.92
	28/06/2017	NAB	NAB Connect Access Fee	\$49.24
	30/06/2017	NAB	Merchant Fee	\$20.00
	30/06/2017	NAB	Merchant Fee	\$38.90
	30/06/2017	NAB	Account Fee	\$50.00
	30/06/2017	NAB	Merchant Fee	\$51.80
	30/06/2017	NAB	Merchant Fee	\$155.23
				<u>\$42,802.09</u>

**Shire of Menzies
Payments for the Month of June 2017**

Credit Card			
Date	Name	Description	Amount
1/05/2017	Atlas Linen	Dry cleaning Transactions on credit card - CEO April 2017	\$66.20
2/05/2017	Goldfields Locksmith	Keys cut 57 Walsh Street	\$31.80
3/05/2017	Coles	Netball catering	\$45.20
3/05/2017	Kalaire	6 burner BBQ	\$1,099.00
5/05/2017	QBE	Staff travel Insurance	\$12.00
5/05/2017	Qantas	Staff air fares	\$853.08
10/05/2017	Coles	Netball	\$28.30
15/05/2017	Office Works	Laptop bag and paper for Caravan Park	\$85.06
18/05/2017	Coles	Netball catering	\$22.70
		Kitchen equipment - Stainless steel table, trolley, Milan Chafer	
22/05/2017	Nisbets Australia	set of 4	\$1,670.57
24/05/2017	Kitchen Emporium	Cake stands for Biggest Morning Tea	\$40.00
24/05/2017	Woolworths	Catering - Biggest Morning Tea	\$76.33
25/05/2017	All Seasons	Councillor accomodation	\$222.40
29/05/2017	Bunnings	Microwave bracket for kitchen	\$34.70
29/05/2017	NAB	Card Fee	\$9.00
Total for CEO Credit Card			<u>\$4,296.34</u>
1/05/2017	Department of Environmental	Annual license for sewer ponds	\$1,066.27
1/05/2017	Railway Motel	RAMM training accommodation	\$197.46
5/05/2017	Coles	Juice boxes	\$36.00
12/05/2017	Outback Café	Meal planning meeting	\$12.30
16/05/2017	Mitre 10	Power boards	\$21.39
22/05/2017	Railway Motel	Conference training accommodation	\$159.00
25/05/2017	La Patisserie South Perth - Col	Coffee	\$5.00
26/05/2017	Dome South Perth	Meal	\$17.45
29/05/2017	Dome South Perth	Coffee	\$5.80
29/05/2017	Dome South Perth	Meal	\$19.95
29/05/2017	NAB	Card Fee	\$9.00
Total for MFA Credit Card			<u>\$1,549.62</u>
Total Credit Card			<u>\$5,845.96</u>

12.2.3 Adoption of Budget for the year ending 30 June 2018

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	EDM 052
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	21 June 2017
AUTHOR:	Jeanette Taylor, Manager Finance
ATTACHMENT:	12.2.3-1 Statutory Budget (<i>to be tabled under separate cover</i>)

OFFICER RECOMMENDATION:

Recommendation 1 – Valuations and Rates

That the valuations supplied by the Valuer General and totalling as stated, be adopted and recorded in the rate book for use in the 2017/2018 financial year

- Gross Rental Value (GRV) \$2,565,782
- Unimproved Value (UV) \$17,357,191

Recommendation 2 - Rate in the Dollar

That in accordance with the Local Government Act 1995 Section 6.32, Council impose general rates in GRV and UV in the 2017/2018 financial year as:

- | | | | |
|----|--------------------------|---------------------------|--------------------|
| 1. | Gross Rental Value (GRV) | | |
| | a. GRV Improved | 8.32 cents in the dollar | Minimum Rate \$311 |
| | b. GRV Vacant | 8.34 cents in the dollar | Minimum Rate \$200 |
| 2. | Unimproved Value | | |
| | a. UV Mining Operating | 15.97 cents in the dollar | Minimum Rate \$311 |
| 3. | UV Mining Exploration | 14.73 cents in the dollar | Minimum Rate \$275 |
| 4. | UV Mining Prospecting | 14.51 cents in the dollar | Minimum Rate \$244 |
| 5. | UV Pastoral and Other | 8 cents in the dollar | Minimum Rate \$311 |

Recommendation 3 – Rubbish Removal Charge

That in accordance with section 67 of the Waste Avoidance and Resource Recovery Act 2007, Council impose Receptacle Collection Charges as:

- | | | |
|----|--|-------|
| 1. | 240 litre bin (first service for residential property) | \$137 |
| 2. | 240 litre bin (additional service for residential property) | \$152 |
| 3. | 240 litre bin service (per service) for non-residential property | \$165 |

Recommendation 4 – Payment Options

That in accordance with Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominate the following due dates for the payment of rates and charges in the 2017/2018 financial year

Issue Date	7 August 2017
1. Payment in Full	12 September 2017
2. Payment in Four Instalments	
a. First Instalment	12 September 2017
b. Second Instalment	14 November 2017
c. Third Instalment	16 January 2018
d. Fourth Instalment	13 March 2018

Recommendation 5 – Instalment Charges

That in accordance with section 6.45(3) of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, Council impose administration fees (excluding eligible pensioners and seniors) as:

1. Payment of rates and charges by instalments (not including the first instalment) \$12 per instalment and 5.5% interest to apply to instalments that remain outstanding after the due date;
2. Payment of rates and charges by alternative arrangement to be \$100 per arrangement, and to incur penalty interest of 11% for rates remaining outstanding after the due date.

Recommendation 6 – Penalties and Additional Charges for unpaid Rates and Charges

That in accordance with section 6.51 of the Local Government Act 1995, Council impose penalty interest of 11% per annum, calculated daily, on rates and service charges remaining unpaid (excluding eligible pensioners opting to defer the payment of their rates), after the due date and that the following fees be adopted for the non-payment of rates and charges

1. A fee of \$11 will be levied on each Final Notice issued (concession holders not to receive final notices).
2. A fee of \$40 will be levied on each title search required for recovery of outstanding rates.

Recommendation 7 – Fees and Charges

That Council adopt the proposed fees and charges for the year ending 30 June 2018 as included in the Adopted Budget (attached).

Recommendation 8 – Adoption of Variance

That Council adopt the following percentage and dollar value for identifying and reporting material variances for the Monthly Statement of Financial Activity presented to Council for review and comparison to Budget will indicate the variance value plus (+) or minus (-) of 10% for items greater than \$25,000 variance.

Recommendation 9 – Adoption of Threshold for Capitalisation

That Council

1. Adopt a minimum value of \$10,000 for the capitalisation of purchases as Assets
2. Update policy 2.2 Capitalisation of Assets to reflect the change of value from \$5,000 to \$10,000.

VOTING REQUIREMENTS: Absolute Majority

IN BRIEF:

For Council to consider the Adoption of the Budget for the year ending 30 June 2018.

RELEVANT TO STRATEGIC PLAN:

14.1 Sustainable local economy encouraged

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

14.2 Strong sense of community maintained

- Our community will have access to all necessary service requirements.
- The Shire to review disability access throughout the Shire of Menzies.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

14.3 Active civic leadership achieved

- Regularly monitor and report on the Shire's activities, budgets, plans and performance.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.

STATUTORY AUTHORITY:

Local Government Act 1995 Section 5.98, 6.32, 6.36, 6.46(3), 6.47 and 6.51

Waste Avoidance and Resource Recovery Act 2007 Section 67

Local Government (Financial Management) Regulations 1996 Regulation 64(2) and 67

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

RISK ASSESSMENTS: Nil

BACKGROUND:

At the ordinary meeting of Council held on 25 May 2017, Council resolved to adopt differential rating. The proposed rates were advertised with the final date for objections being 26 June 2017. No objections were received.

The Statutory Budget has been developed following a review of the draft budget at a workshop all items included in both the operating and capital budget.

COMMENT:

Rate increases for the 2017/2018 Financial year for all properties has been limited to 1.75%. The total Reserves are, for the most part retained. Some new initiatives have been introduced, and plant replaced.

Further transfers to Reserves will be considered following the completion of the Annual Accounts. It is proposed that any difference in surplus between the Adopted budget estimate and the final surplus will be transferred to Reserves.

The budget as presented has been developed by using the following reference documents.

- Workforce Plan
- Asset Management Plan
- Long Term Financial Management Plan
- Strategic Community Plan
- Corporate Business Plan.

12.2.4 Related Party Transactions

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	EDM 052
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	26 June 2017
AUTHOR:	Jeanette Taylor, Manager Finance & Administration
ATTACHMENT:	12.2.4-1 Related Party Transactions and Disclosures 12.2.4-2 Procedure for Related Party Disclosures 12.2.4-3 Related Party Disclosures Declaration 12.2.4-4 Related Party Disclosure Declaration Checklist

COMMITTEE RESOLUTION

Moved: Cr Mazza

Seconded: Cr Mader

That the Audit Committee recommend that Council adopt the following transactions and provision of services as ‘Ordinary Citizen Transactions’ in relation to AASB 124 Related Party Disclosures:

1. *Paying rates*
2. *Fines*
3. *Use of Shire of Menzies owned facilities, such as library, parks, ovals and other public open spaces (whether charged a fee or not)*
4. *Attending council functions that are open to the public; and That Council adopt a materiality threshold of \$300 for transactions declared by KMP not included in the list above on declarations submitted in relation to AASB 124 Related Party Disclosures.*

Carried 7/0

OFFICER RECOMMENDATION:

That the Audit Committee recommend that Council adopt the following transactions and provision of services as ‘Ordinary Citizen Transactions’ in relation to AASB 124 Related Party Disclosures:

1. Paying rates
2. Fines
3. Use of Shire of Menzies owned facilities, such as library, parks, ovals and other public open spaces (whether charged a fee or not)
4. Attending council functions that are open to the public; and That Council adopt a materiality threshold of \$300 for transactions declared by KMP not included in the list above on declarations submitted in relation to AASB 124 Related Party Disclosures.

VOTING REQUIREMENTS: Simple Majority

IN BRIEF:

AASB 124 Related Party Disclosures came into effect 1 July 2016 and is required to be disclosed in the Shire of Menzies Annual Report 2016-2017.

RELEVANT TO STRATEGIC PLAN:

There are no strategic implications resulting from the recommendation of this report.

STATUTORY AUTHORITY:

Accounting Standard AASB 124 Related Party Disclosures was extended in July 2015 to include application by not for profit entities, including local governments.

Disclosures are required 1 July 2016, with the first disclosures to be made in the Financial Statements for the year ended 30 June 2017

POLICY IMPLICATIONS:

There are no policy implications resulting from the recommendation of this report

FINANCIAL IMPLICATIONS:

There are no financial implications resulting from the recommendation of this report that will have any detrimental effect on the Shire's finances

RISK ASSESSMENTS:

There is no risk assessment relating to this matter.

BACKGROUND:

In accordance with AASB 124 Related Party Disclosures, local governments must disclose in the annual financial statements related party relationships, transactions and outstanding balances (including commitments) from 1 July 2016.

Related parties include Key Management Personnel (KMP), which in the Shire of Menzies case will include all elected members and executive staff, their close family members, and any entities that they control or jointly control.

The disclosure requires any transactions with these parties, whether monetary or not, to be identified and assessed as to whether disclosure is required or not. A disclosure may be in aggregate and will only occur where a transaction has actually occurred.

For larger local governments and perhaps local governments that are located in the metropolitan region, this disclosure would be fairly simple given the variety of suppliers and operators available, and as such, the reporting aspect would not be too onerous on staff. With smaller local governments located in more remote areas however, the circumstances are different in that family businesses operate extensively within small communities, there are fewer alternatives available, and that inevitably family members and connections are much

more prevalent due to the smaller employment pool and population base. In this respect, not only is it important to properly disclose and declare related party transactions, the data collection and evidence trail is likely to be much more labour intensive.

Recently, Moore Stephens held a Financial Reporting Workshop in Perth, which went into the requirements surrounding AASB 124 fairly extensively. Moore Stephens are to be congratulated for the effort and lengths that they have gone to in order to provide clarity and guidance to the industry

With regard to the disclosures, the following approach has been considered to ensure that management can properly address the requirements of the accounting standard:

- A procedure / guide for related party disclosures to be established
- Establishment of a system to identify and record related parties of KMPs
- Establishment of a system to identify and record related party relationships of KMPs
- Establishment of a system to identify and record related party transactions
- Identify 'Ordinary Citizen Transactions' (OCTs) that will not be disclosed by Council
- Create declaration forms to be completed by KMPs
- Set a materiality threshold for management to apply when assessing transactions for inclusion in the financial statements

The types of services or transactions that would normally require disclosure would include:

- Paying rates
- Fines
- Use of Shire of Menzies owned facilities, such as library, parks, ovals and other public open spaces (whether charged a fee or not)
- Attending council functions that are open to the public
- Employee compensation whether it is for KMP or close family members of KMP
- Application fees paid to the Shire of Menzies for licences, approvals or permits
- Lease agreements for housing rental (whether for a Shire of Menzies owned property or property subleased by the Shire of Menzies through a Real Estate Agent)
- Lease agreements for commercial properties
- Monetary and non-monetary transactions between the Shire of Menzies and any business or associated entity owned or controlled by the related party (including family) in exchange for goods and/or services provided by/to the Shire of Menzies (trading arrangement)
- Sale or purchase of any property owned by the Shire of Menzies, to a person identified above.
- Sale or purchase of any property owned by a person identified above, to the Shire of Menzies
- Loan Arrangements
- Contracts and agreements for construction, consultancy or services

Ordinary Citizen Transactions (OTC)

- OTCs are considered to be the types of transactions or provision of services that are provided on the same terms and conditions and are no different than what applies to the general public.
- Many of the above listed transactions and services are provided in exactly the same way to KMPs as they are to all other members of the public. As a result, some of these transactions and services mentioned are highly *unlikely* to influence the decisions made by the KMPs.
- These OCTs are to be identified and recommended to Council on an annual basis, which will not be required to be disclosed.
- When a transaction or service occurs that is *not at arm's length and under the same terms and conditions applying to the general public*, whether an OTC or not, KMP will still need to include the disclosure within their declaration.

The following transactions and services are being recommended as OCTs, as management has assessed that they are provided on the same terms and conditions that are no different to those applying to the general public:

- Paying rates
- Fines
- Use of Shire of Menzies owned facilities, such as Recreation Centre, Oval Complex, library, parks, ovals and other public open spaces (whether charged a fee or not)
- Attending council functions that are open to the public
- When assessing materiality, the threshold being recommended is \$300. This will mean that any transactions that would normally require disclosure within the financial statements will not be included if they are \$300 or less. The purpose behind the assessment of the \$300 limit, is that this is the same limit as a prohibited gift, however further consideration to the threshold will be undertaken to complete declarations on a quarterly basis to allow staff to progressively collate data and correspondence financial transactions and details

COMMENT:

AASB 124 Related Party Disclosures are required to be disclosed in the Annual Accounts for the year ended 30 June 2017 and covers the period 1 July 2016 to 30 June 2017.

Going forward the information will be captured on a regular basis.

The information provided in the attachments is based on documents prepared by Tanya Browning, Deputy Chief Executive Officer, Shire of Leonora



AASB 124 – “Related Party Disclosures”

PROCEDURE FOR RELATED PARTY DISCLOSURES

The scope of AASB 124 *Related Party Disclosures* was extended in July 2015 to include application by not-for-profit entities, including local governments. The operative date for Local Government is 1st July 2016, with the first disclosures to be made in the Financial Statements for year ended 30th June 2017. This procedure outlines required mechanisms to meet the disclosure requirements of AASB 124.

BACKGROUND

The objective of the standard is to ensure that an entity’s financial statements contain disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and transactions.

The disclosure requirements apply to the existence of relationships regardless of whether a transaction has occurred or not. For each financial year, the Shire of Menzies must make an informed judgement as to who is considered to be a related party and what transactions need to be considered, when determining if disclosure is required.

The purpose of this procedure is to stipulate the information to be requested from related parties to enable an informed judgement to be made.

1. Identification of Related Parties

AASB 124 provides that the Shire of Menzies will be required to disclose in its Annual Financial reports, related party relationships, transactions and outstanding balances.

Related parties includes a person who has significant influence over the reporting entity, a member of the key management personnel (KMP) of the entity, or a close family member of that person who may be expected to influence that person.

KMP are defined as a person having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly.

For the purposes of determining the application of the standard, the Shire of Menzies has identified the following persons as meeting the definition of *Related Party*:

- An elected Council member

- Key management personnel being a person employed under section 5.36 of the Local Government Act 1995 in the capacity of Chief Executive Officer or Director
- Close members of the family of any person listed above, including that person's child, spouse or domestic partner, dependents of that person or person's spouse or domestic partner.
- Entities that are controlled or jointly controlled by a Council member, KMP or their close family members. (Entities include companies, trusts, joint ventures, partnerships and non-profit associations such as sporting clubs).

The Shire of Menzies will therefore be required to assess all transactions made with these persons or entities.

2. Identification of related party transactions

A related party transaction is a transfer of resources, services or obligations between the Shire of Menzies (reporting entity) and the related party, regardless of whether a price is charged.

For the purposes of determining whether a related party transaction has occurred, the following transactions or provision of services have been identified as meeting this criteria:

- Paying rates
- Fines
- Use of Shire of Menzies owned facilities, such as Recreation Centre, library, parks, ovals and other public open spaces (whether charged a fee or not)
- Attending council functions that are open to the public
- Employee compensation whether it is for KMP or close family members of KMP
- Application fees paid to the Shire of Menzies for licences, approvals or permits
- Lease agreements for housing rental (whether for a Shire of Menzies owned property or property sub-leased by the Shire of Menzies through a Real Estate Agent)
- Lease agreements for commercial properties
- Monetary and non-monetary transactions between the Shire of Menzies and any business or associated entity owned or controlled by the related party (including family) in exchange for goods and/or services provided by/to the Shire of Menzies (trading arrangement)
- Sale or purchase of any property owned by the Shire of Menzies, to a person identified above.
- Sale or purchase of any property owned by a person identified above, to the Shire of Menzies
- Loan Arrangements
- Contracts and agreements for construction, consultancy or services

Some of the transactions listed above, occur on terms and conditions no different to those applying to the general public and have been provided in the course of delivering public service objectives. These transactions are those that an ordinary citizen would undertake with council and are referred to as an Ordinary Citizen Transaction (OCT). Where the Shire of Menzies can determine that an OCT was provided at arms length, and in similar terms and conditions to other members of the public and, that the nature of the transaction is immaterial, no disclosure in the annual financial report will be required.

3. Disclosure Requirements

For the purposes of determining relevant transactions in point 2 above, elected Council members and key management personnel as identified above, will be required to complete a *Related Party Disclosures – Declaration* form for submission to financial services.

Ordinary Citizen Transactions (OCTs)

Management will put forward a draft resolution to Council annually, declaring that in its opinion, based on the facts and circumstances, the following OCT that are provided on terms and conditions no different to those applying to the general public and which have been provided in the course of delivering public service objectives, are unlikely to influence the decisions that users of the Council's financial statements make. As such, no disclosure in the quarterly *Related Party Disclosures – Declaration* form will be required.

- Paying Rates
- Fines
- Use of Shire of Menzies owned facilities such as Recreation Centre, library, parks, ovals and other public open spaces (whether charged a fee or not)
- Attending council functions that are open to the public

Where these services **were not** provided at arms length and under the same terms and conditions applying to the general public, elected Council members and KMP will be required to make a declaration in the *Related Party Disclosures – Declaration* form about the nature of any discount or special terms received.

All other transactions

For all other transactions listed in point 2 above, elected Council members and KMP will be required to make a declaration in the *Related Party Disclosures – Declaration* form.

Frequency of disclosures

Elected Council members and KMP will be required to complete a *Related Party Disclosures – Declaration* form each quarter.

Disclosures must be made by all Councillors immediately prior to any ordinary or extraordinary election.

Disclosures must be made immediately prior to the termination of employment of/by a KMP.

Confidentiality

All information contained in a disclosure return, will be treated in confidence. Generally, related party disclosures in the annual financial reports are reported in aggregate and as such, individuals are not specifically identified. Notwithstanding, management is required to exercise judgement in determining the level of detail to be disclosed based on the nature of a transaction or collective transactions and materiality. Individuals may be specifically identified, if the disclosure requirements of AASB 124 so demands.

4. Materiality

Management will apply professional judgement to assess the materiality of transactions disclosed by related parties and their subsequent inclusion in the financial statements.

In assessing materiality, management will consider both the size and nature of the transaction, individually and collectively.

Associated Regulatory Framework

AASB 124 Related Party Disclosures

Local Government Act 1996

Local Government (Financial Management) Regulations 1996

Associated Policies

Include if relevant

Further Information

Related Party Disclosures – Declaration form

Review Responsibility

Chief Executive Officer / Deputy Chief Executive Officer

Date Adopted: XX

Review Required: As Required

Review Undertaken: XX

Chief Executive Officer

___ / ___ / ____
Date

Approved / Not Approved



Appendix 2.1

AASB 124 – “Related Party Disclosures”

Close Family Members

Close family members include:

- a child, spouse or domestic partner;
- children of your spouse or domestic partner
- dependents of you or your spouse or domestic partner;
- any other close family member;

who may be expected to influence, or be influenced by, your dealings with the council.

The following table may assist you in identifying your close family members:

Definitely a close family member	May be a close family member
Your spouse/domestic partner	Your brothers and sisters, if they could be expected to influence or be influenced by you in their dealings with council
Your children	Your aunts, uncles and cousins, if they could be expected to influence or be influenced by you in their dealings with council
Your dependents	Your parents and grandparents, if they could be expected to influence or be influenced by you in their dealings with council
Children of your spouse/domestic partner	Your nieces and nephews, if they could be expected to influence or be influenced by you in their dealings with council
Dependents of your spouse/domestic partner	Any other member of your family if they could be expected to influence or be influenced by you in their dealings with council

There may be relationships that a council has which are not identified in this appendix but still meet the definition of a related party.

Example: Cousin of Councillor

A Councillor for the Shire has lived in the Shire her whole life. In fact her family has been in the area for generations.

The Councillor's cousin, owns and operates the local newsagent through a company ABC Pty Ltd, in which she owns 100% of the shares. The Councillor and her cousin have always been close and regularly socialise together.

From these facts it would appear that the Councillor's cousin is a close family member of the Councillor because she would be expected to influence, or be influenced by, that person in her dealings with Council.

Both the cousin and the company she controls, ABC Pty Ltd would therefore be related parties of Council.

Any transactions that the Council makes with the newsagent would need to be separately identified and may need to be disclosed.

Control in entities

What is an entity that I, or my close family member, control or jointly control?

Entities include companies, trusts, incorporated and unincorporated associations such as clubs and charities, joint ventures and partnerships.

You control an entity if you have

- a) power over the entity;
- b) exposure, or rights, to variable returns from involvement with the entity; and
- c) the ability to use your power over the entity to affect the amount of your returns.

To jointly control an entity there must be contractually agreed sharing of control of the entity, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

In some cases it will be obvious that you or a family member control or have joint control over an entity. In other cases it will be less.

If you are unsure whether you, or a close family member, has control or joint control of an entity then you should contact the Chief Executive Officer / Deputy Chief Executive Officer for a confidential discussion.

Example: Clubs or other incorporated bodies

(A Shire Councillor is the President of a local football club)

A Shire Councillor is the President of Shire Football Club Inc, the local football club. This club is overseen by a committee which comprises the President and four other committee members. Each member has a single vote when making decisions at meetings. The committee members are not related and do not have agreements to vote with one another. The club has over 100 members that each have a vote in electing the committee members at the club's annual general meeting.

From these facts it would appear that the Councillor does not control or jointly control the football club so it will not be a related party of Council just because the Councillor is the president of the club.

Other Examples

Example 1 (Audit committee member)

Shire/Town/City of Anywhere's audit committee comprises two Councillors and a local retired accountant, Fred. Fred has no other connection with the council.

The audit committee attends to the functions as required under the *Audit Regulations*. It does not make any decisions on behalf of the council but simply provides reports, with recommendations, for the Mayor and councillors to consider.

Based on the facts outlined Fred would not be a KMP of council.

Example 2 (Son of CFO employed by council)

Shire/Town/City of Anywhere has recently employed Paul's son (George) in the Council's parks and garden's area. Paul is Council's Deputy Chief Executive Officer but was not involved in hiring George. This process was managed by the Director of Parks and Gardens and included an independent assessment process. Paul did not have any influence in George securing the job.

Paul has been identified as a KMP of council, which makes him a related party.

George will also be a related party of Council because he is a close family member of Paul. The recruitment process that was undertaken for George's position is irrelevant when assessing whether George is a related party.

Example 3 (Cousin of Mayor – related party commonly known but omitted from declaration)

Shelley, the Mayor of Shire/Town/City of Nowhere forgets to include her cousin Mavis, and Mavis' company, when she completes her KMP declaration.

It is commonly known in the community that Shelley and Mavis are close and that Shelley would be expected to influence, or be influenced by, Mavis in her dealings with Council and vice versa.

Mavis and her company are related parties of Council, even though Shelley omitted them from her declaration.

Example 4 (Example of control)

Fred is the Mayor of Shire/Town/City of Nowhere and owns 100% of the ordinary shares in Shire/Town/City of Nowhere Development Company Pty Ltd (the company). The ordinary shares are the only shares in the company that have voting rights.

Fred controls the company because he has the power to affect the company's decisions and the return that he will get from the company.

Fred will need to include the company on his related party declaration.

Example 5 (Example of joint control)

Fred is the Mayor of Shire/Town/City of Nowhere and owns 50% of the ordinary shares in Shire/Town/City of Nowhere Development Company Pty Ltd (the company). Fred's brother Stan owns the other 50% of ordinary shares. Fred and Stan are the only Directors of the company and have equal voting rights on the board.

Fred and Stan have joint control of the company because any decisions require the unanimous consent of them both.

Fred will need to include the company on his related party declaration.



AASB 124 – “Related Party Disclosures”

Related Party Disclosures – Declaration

As per requirements of AASB 124 Related Party Disclosures, and Business Operating Procedure – Related Party Disclosures. For additional information to assist you in making a declaration, please refer to the Appendices to this form.

The following declaration must be completed by all Council members, the CEO and Managers of the Shire of Menzies who were elected or employed at any time during the financial year.

Disclosure Period (Quarter Ended):	
Person making Disclosure:	
Position held by person: e.g. Councillor, Director	

1. Close Members of the Family (See Appendix 1)	
Name of Family Member	Relationship to you
<i>If there has been no change since your last declaration, please complete “No Change”</i>	

2. ENTITIES THAT I, OR A CLOSE FAMILY MEMBER CONTROLS OR JOINTLY CONTROLS
(See Appendix 2)

[illegible]

3. ORDINARY CITIZEN TRANSACTIONS – NOT PROVIDED AT ARMS LENGTH

Did you or any member of your close family attend any event at a Council owned facility, or use any other council provided facility AND you received a discount or special terms that would not otherwise be offered to any other member of the public?

Name of person using the facility	Service/Facility used	Nature of transaction	Nature of discount or special conditions received

Note: Recreation Centre membership provided as part of employment has been provided under the same terms as those memberships provided to the public.

4. LEASING AGREEMENTS – DOMESTIC RESIDENTIAL

Did you, a close family member or related entity, enter into a lease agreement with the Shire of Menzies (either as lessee or lessor) for the provision of a domestic rental property (includes properties owned by the Shire of Menzies and privately owned properties sub-leased through the Shire of Menzies from a real estate agent)? Did you receive or provide a discount or special terms that would not otherwise be offered to any member of the public?

Name of Person party to the lease	Property Address	Term of Lease & Weekly rent	Detail of any non-arms length conditions

5. LEASING AGREEMENTS - COMMERCIAL

Did you, a close family member or related entity, enter into a commercial leasing agreement with the Shire of Menzies for the provision of a commercial property? Did you receive a discount or special terms that would not otherwise be offered to any other member of the public?

Name of person party to the lease	Property Address	Term of Lease & Weekly rent	Detail of any non-arms length conditions

6. TRADING AGREEMENTS

Were you or a close family member (as defined above) the owner of any business (or in a position to substantially control the business) that provided goods or services to the Shire of Menzies? Were those goods and services provided on the same terms and conditions as those available to any other customer? If not, please provide details of the specific terms provided to the Shire of Menzies.

Business Name	Goods or services provided	Approximate value for the reporting period	Terms & Conditions

7. OTHER AGREEMENTS (Construction, Consultancy, Service Contracts)

Did you, a close family member or related entity, enter into any other agreements/arrangements with the Shire of Menzies (whether or not a price was charged)?

This may include (but is not limited to): construction contracts, consultancy services, service contracts (such as cleaning, maintenance, security).

For e.g. a company that a close family member controls, was awarded a contract with Shire of Menzies for building a new office facility.

Name of person or business/company	Nature of agreement	Value of agreement	Terms & Conditions

8. PURCHASE OF PROPERTY

Did you, a close family member or related entity, purchase any property or other assets from the Shire of Menzies? (This may include vehicles or other plant items, land or buildings).

Was the purchase made at arms length (for e.g. at public auction), and on terms and conditions available to any other member of the public? If not, please provide details of the specific terms provided to you.

Name of person or entity name	Property purchased	Value of the purchase	Terms & Conditions

9. SALE OF PROPERTY

Did you, a close family member or related entity, sell any property or other assets to Shire of Menzies? (This may include vehicles or other plant items, land or buildings).

Was the sale made at arms length (for e.g. at public auction), and on terms and conditions available to any other member of the public? If not, please provide details of the specific terms provided to you.

Name of person or entity name	Property Sold	Value of the Sale	Terms & Conditions

10. FEES & CHARGES FOR APPLICATIONS

Did you, a close family member or related entity, make an application to Council for a trading, building, planning or development application, licence or approval, or any other type of permit or licence

Name of person or entity name	Application type	Application and/or receipt number

11. SELF SUPPORTING LOANS

Did you, a close family member or related entity, enter into a loan agreement with the Shire of Menzies?

For e.g. a club for which you have control (See Appendix 2 for example)

Name of person or entity name	Loan details	Value of the loan	Terms & Conditions

12. OTHER AGREEMENTS

Please list any other agreement or arrangement you believe is a related party transaction and should be declared.

Name of person or business/company	Nature of agreement	Value of agreement	Terms & Conditions

I declare that all information and details provided in this form are true and correct to the best of my knowledge and belief and that no known relevant information has been omitted.

I have made this declaration after reading the information supplied by Council which details the meaning of the definitions to which this declaration relates.

<p>SELECT OPTION 1: <input type="checkbox"/> Handwritten Signature</p> <p>Signed: _____ Date: ____/____/____</p> <p>Once signed please provide to the Chief Executive Officer / Deputy Chief Executive Officer</p>
--

<p>SELECT OPTION 2: <input type="checkbox"/> Electronic Signature</p> <p>This form can be sent by email to the Chief Executive Officer / Deputy Chief Executive Officer provided the email is sent by the person making the disclosure from their work or personal (E.g. Councillors) email account.</p>
--



Related Party Disclosure Declaration Checklist

Person making Disclosure: _____ For Period: _____ To _____

NO.	TASK	DATE COMPLETED	RESPONSIBLE OFFICER	COPY ATTACHED (v)		
				YES	NO	N/A
1	Review Section 1 of 'Related Party Disclosure Declaration' and note whether any family members listed are employees of the Shire of Menzies.			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	If Section 1 includes employees of the Shire of Menzies, add name to aggregate disclosure spreadsheet under 'Employees' tab.			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Review Section 2 and seek management endorsement of whether a related party or not. Complete into Aggregate Spreadsheet under 'Entities of KMP and related parties'			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Utilise Management assessment of related parties and examine Reckon accounts for transactions of entities assessed as related parties. Export data to aggregate spreadsheet under 'Entities Controlled – transactions' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Review section 3 and check bookings forms / Reckon data to correlate any transactions listed			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Refer to management details of transactions found but not recorded on declaration			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Review section 4 and include data into aggregate spreadsheet under 'Leasing Agreements Domestic Residential' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Review section 4 and include data into aggregate spreadsheet under 'Leasing Agreement Commercial' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Review section 6 and examine Reckon accounts for transactions of entities assessed as related parties. Export data to aggregate spreadsheet under 'Other agreement – transactions' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Review section 7 examine Reckon accounts for transactions of entities assessed as related parties. Export data to aggregate spreadsheet under 'Other agreement – transactions' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NO.	TASK	DATE COMPLETED	RESPONSIBLE OFFICER	COPY ATTACHED (v)		
				YES	NO	N/A
11	Review section 8 examine Reckon accounts for transactions of entities assessed as related parties. Export data to aggregate spreadsheet under 'Purchase of Property – transactions' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Review section 9 examine Reckon accounts for transactions of entities assessed as related parties. Export data to aggregate spreadsheet under 'Sale of Property – transactions' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Review section 10 and examine Reckon accounts for transactions of entities assessed as related parties. Export data to aggregate spreadsheet under 'Fees and Charges for Applications – transactions' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Review section 11 and seek management endorsement of any Self Supporting Loans in place and complete aggregate spreadsheet under 'Self Supporting Loans' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Review section 12 and complete 'Other agreements' tab and forward to management for endorsement/review			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	Scan signed declaration into the 'Related Party Disclosures' folder for the applicable period, naming the file of the person making the declaration.			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	File signed declarations in 'Related Party Disclosures' folder under appropriate KMP tab.			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature of responsible officer _____ Date _____

Internal control and audit by senior officer to ensure compliance with all statutory Local Government Act, Regulation requirements and internal management policy and procedures.

Senior Checking Officer _____ Date _____

12.4 COMMUNITY DEVELOPMENT

12.4.1 Report Lady Shenton Building for the Month of June 2017

LOCATION:	Lady Shenton Building
APPLICANT:	N/A
DOCUMENT REF:	ADM281
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	22 June 2017
AUTHOR:	Rhonda Evans, Chief Executive Officer
ATTACHMENT:	Nil

OFFICER RECOMMENDATION:

That Council receive the report of the activities in the Lady Shenton Building for the month of June 2017 for information.

VOTING REQUIREMENTS: Simple Majority

IN BRIEF:

The Menzies Community Resource Centre, Visitor Centre, Community Postal Agency and Caravan Park operate from the Lady Shenton Building on the corner of Brown and Shenton Street.

Visitor Centre Sales	Year to Date	\$27,961	Year to Date Prior Year	\$30,678
Caravan Park income	Year to Date	\$64,610	Year to Date Prior Year	\$49,284

RELEVANT TO STRATEGIC PLAN:

14.1 Sustainable local economy encouraged

- The significant natural features of the shire for tourism.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

14.2 Strong sense of community maintained

- Our community will value each other, building relationships and networks to interact, socialise and for recreation.
- Our community will have access to all necessary service requirements.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

14.3 Active civic leadership achieved

- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.
- Regularly monitor and report on the Shire's activities, budgets, plans and performance.

- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.
- Continue to participate in regional activities to the benefit of our community.

STATUTORY AUTHORITY: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

RISK ASSESSMENTS:

No Risk Assessment has been undertaken relating to this item.

BACKGROUND:

The Lady Shenton building operates the CRC and Menzies Visitor Centre and administers the Menzies Caravan Park. The statistics are compiled each month by the operator for recording purposes.

COMMENT:

The month of June 2017 saw a steady stream of visitors to our community, and an associated increase in the use of the Caravan Park.

The Park is being used by a mix of workers, and holiday makers.

Afterschool activities in the Library, using the resources provided by the CRC grant funding have proved extremely popular. It is hoped that we can offer art classes to the students of the town during the forth coming months.

Badminton and ball sports are offered at the Town Hall and the Hardcourts on Tuesday evenings.

Community Resource Centre (CRC)

This month has seen **38** patrons at the CRC and a total of **60** copies of the Menzies Matters were printed in July 2017.

Visitor Centre

June 2017 saw **754** visitors to The Visitor Centre. We continue to encourage customer feedback by way of the Lake Ballard Surveys. The Facebook continues to convey information to people online.

Community Postal Agency

We had a total of **192** Postal Customers for June 2017.

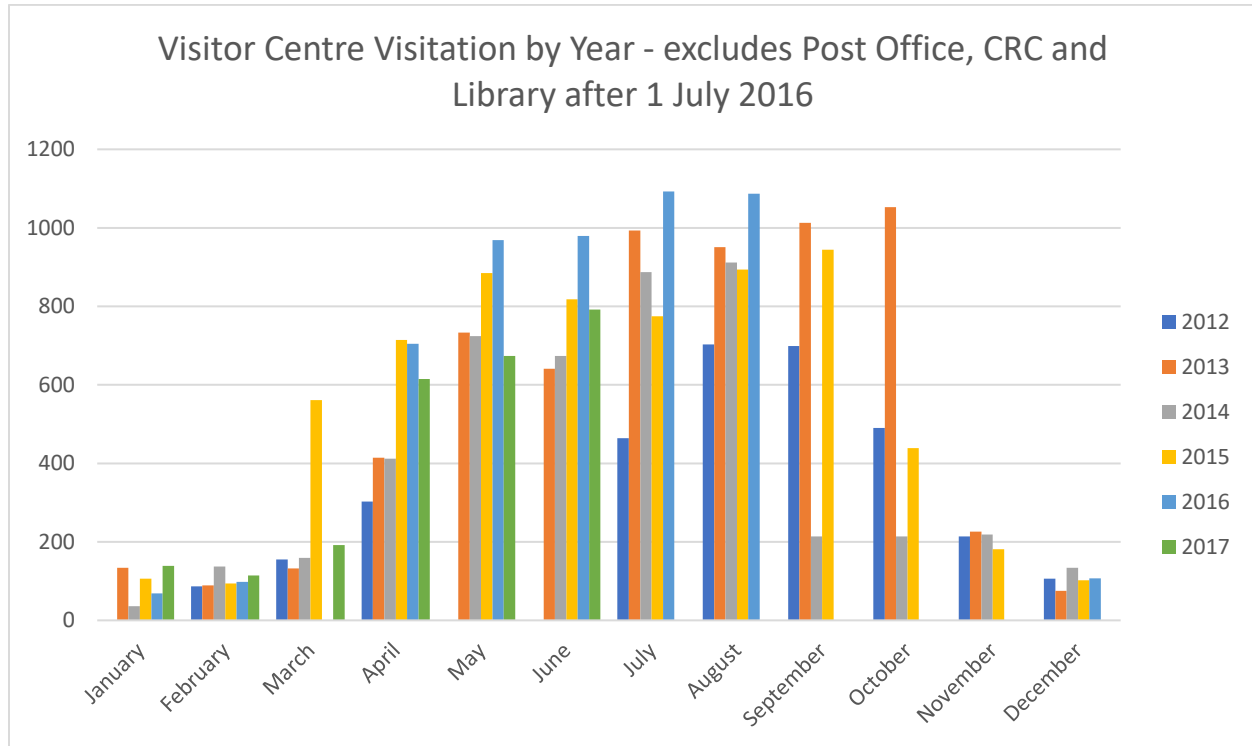
Caravan Park

A total of **\$10,011** was taken for the month of June 2017.

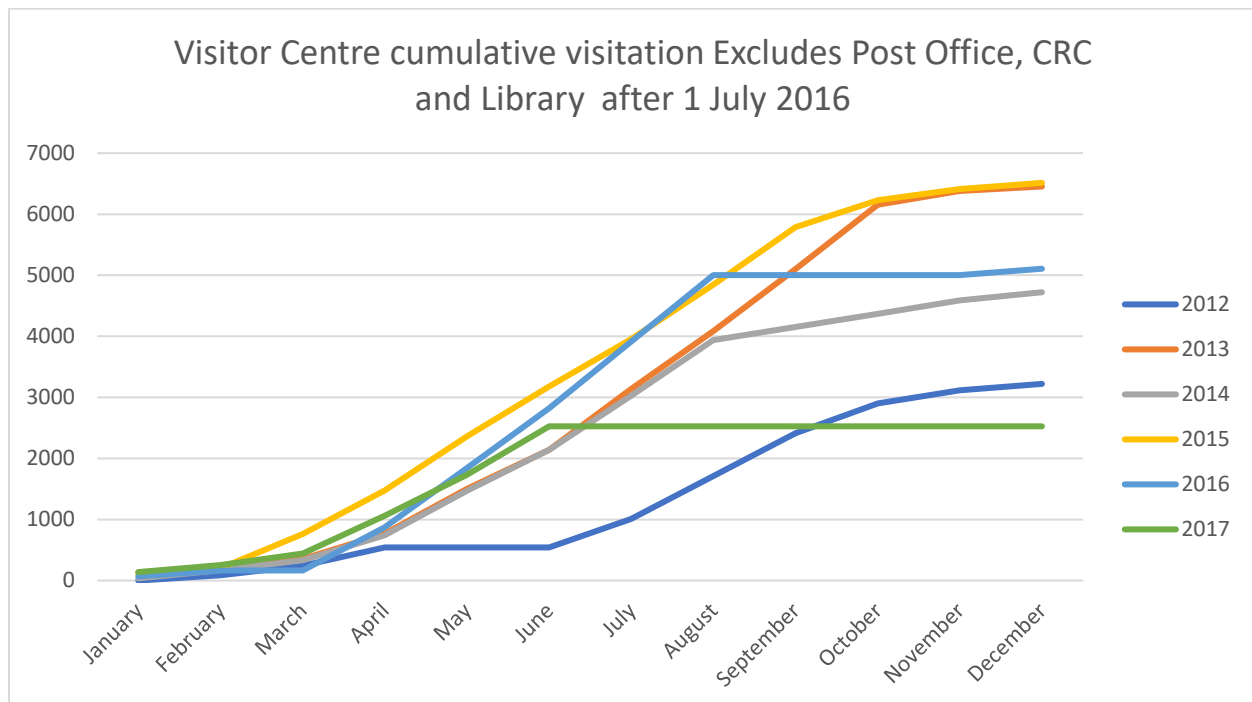
Statistics

An increased variety of statistics are now being provided. For the most part, I have concentrated on numbers rather than income, as the Caravan Park generates about 75% of the income from this facility.

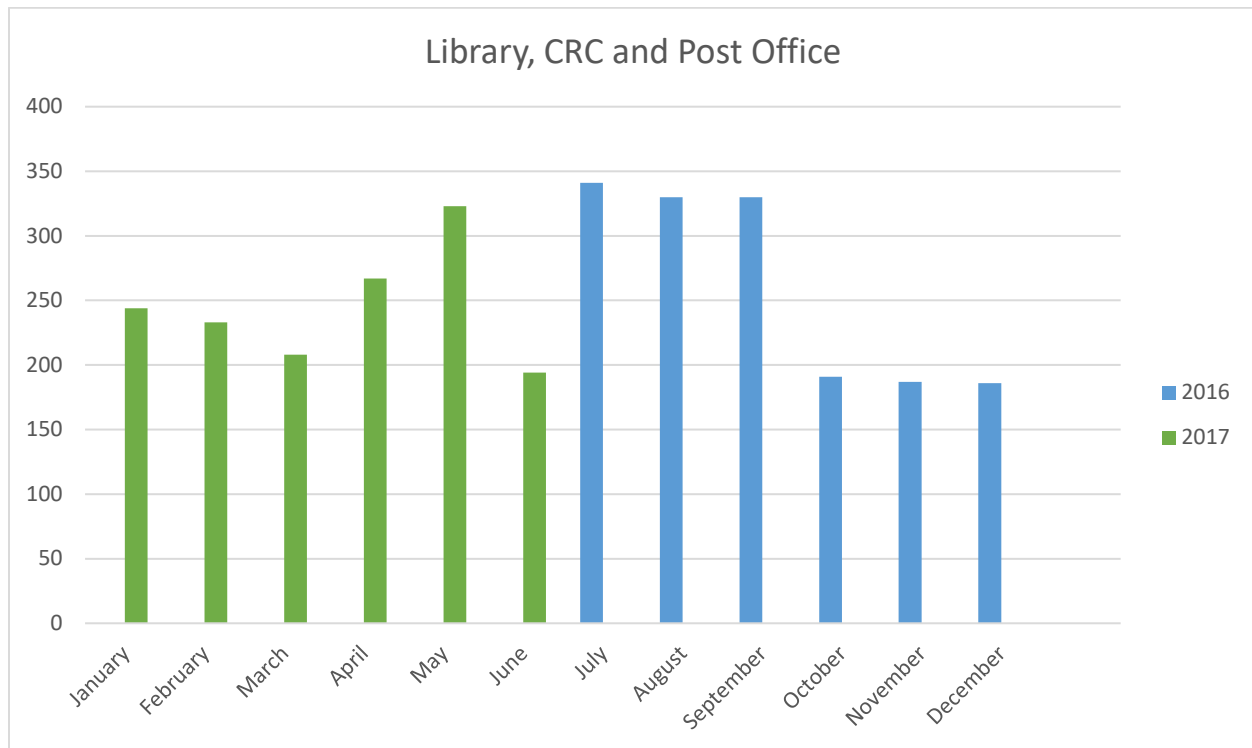
Client Statistics – Visitor Centre by Visitation by Year



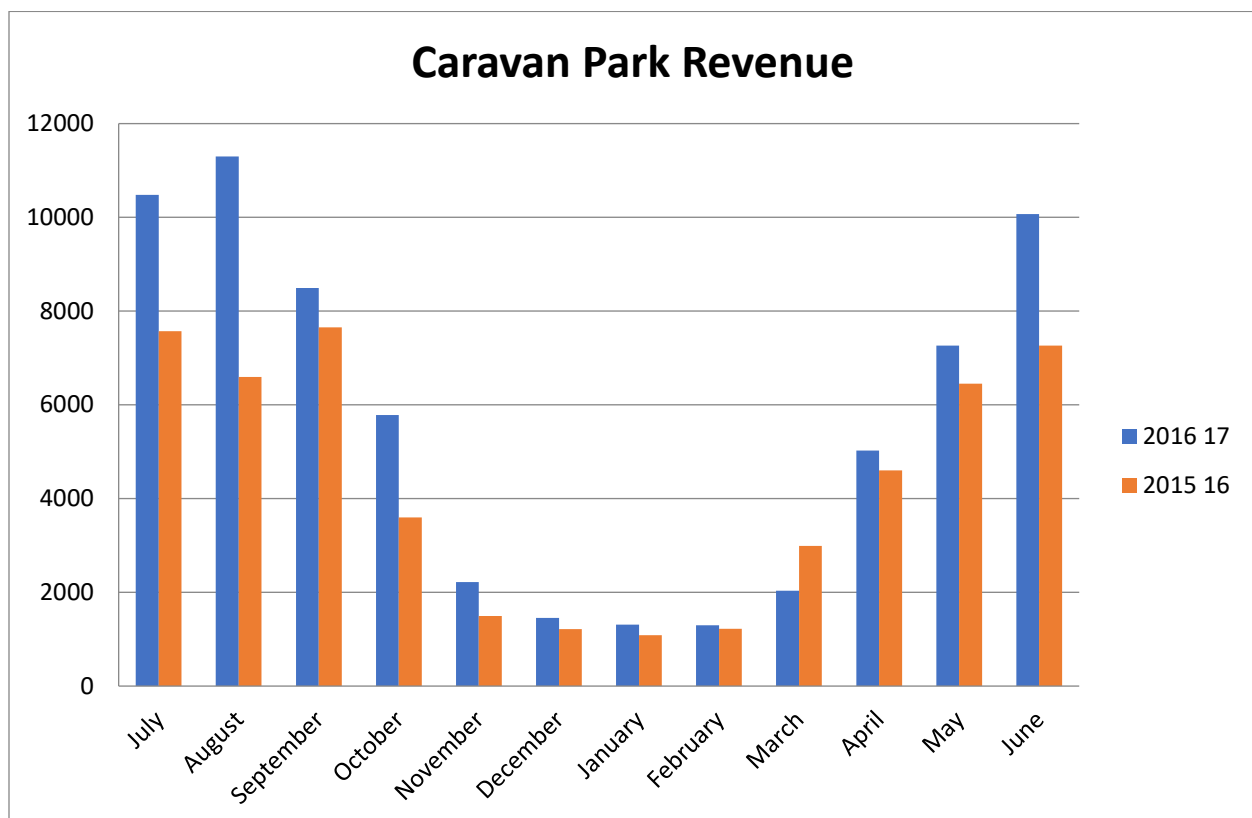
Client Statistics – Visitor Centre Cumulative Visitation



Revenue Statistics – Library, CRC and Post Office



Revenue Statistics – Caravan Park Revenue



12.5 MANAGEMENT AND POLICY

12.5.1 Actions performed under Delegation for the month of June 2017

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	EDM 058
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	21 July 2017
AUTHOR:	Deborah Whitehead, Executive Assistant
ATTACHMENT:	Nil

OFFICERS RECOMMENDATION:

That Council receive the report of the actions performed under delegation for the month of June 2017 for information.

VOTING REQUIREMENTS: Simple Majority

IN BRIEF:

Actions performed under delegated authority from the period 1 June 2017 to 30 June 2017.

RELEVANT TO STRATEGIC PLAN:

14.2 Active civic leadership achieved

- Regularly monitor and report on the Shire's activities, budgets, plans and performance.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.

STATUTORY AUTHORITY: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

RISK ASSESSMENTS:

OP13 Governance – Council does not comply with statutory requirements

BACKGROUND:

To increase transparency this report has been prepared for Council and includes all actions performed under delegated authority for:-

- Bushfire
- Common Seal
- Planning Approvals
- Building Permits
- Health Approvals

- **Ranger related Dog Issues**

The following tables outline the actions performed within the organisation relative to delegated authority from the period 1 June 2017 to 30 June 2017.

Bushfire

No delegated decisions were undertaken by the Shire of Menzies pursuant to Bushfire matters from the period 1 June 2017 to 30 June 2017.

Common Seal

No delegated decisions were undertaken by the Shire of Menzies pursuant to the Common Seal from the period 1 June 2017 to 30 June 2017.

Planning Approvals

No delegated decisions were undertaken by the Shire of Menzies pursuant to Planning Approvals from the period 1 June 2017 to 30 June 2017.

Building Permits (including Septic Tank approvals)

No delegated decisions were undertaken by the Shire of Menzies pursuant to Building Permits (including Septic Tank approvals) from the period 1 June 2017 to 30 June 2017.

Health Approvals

No delegated decisions were undertaken by the Shire of Menzies pursuant to Health Approvals from the period 1 June 2017 to 30 June 2017.

Ranger Related Dog Issues

No delegated decisions were undertaken by the Shire of Menzies pursuant to Ranger related Dog issues from the period 1 June 2017 to 30 June 2017.

12.5.2 Local Planning Strategy and Review of Town Planning Scheme

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	EDM 245/9598
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	21 July 2017
AUTHOR:	Rhonda Evans, Chief Finance Officer
ATTACHMENT:	12.5.2-1 Confidential -Letter from Department of Planning. (Under Seperate Cover) 12.5.2-2 Advertisement of Resolution to prepare a Local Planning Scheme 12.5.2-3 Project Brief – <i>(to be tabled at the meeting)</i>

OFFICER RECOMMENDATION:

That Council:

1. Local Planning Strategy

- a. Under regulation 11(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, resolve to prepare a Local Planning Strategy for its area of jurisdiction; and
- b. Authorises Shire officers to undertake the preparation of a Local Planning Strategy in accordance with the procedures set out in Clauses 11-16 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
- c. Informs the Western Australian Planning Commission of its intention to prepare a Local Planning Strategy.

2. Review of Town Planning Scheme No. 1

- a. Resolves to prepare a new Local Planning Scheme for the entire area within the Shire of Menzies, pursuant to Section 72(1)(a) and 88(3) of the *Planning and Development Act 2005* and Regulation 19(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
- b. Gives notice of the resolution to prepare a new Local Planning Scheme by publishing a notice in a newspaper circulating in the Shire of Menzies, pursuant to Regulation 20(1)(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
- c. Gives notice of the resolution to prepare a new Local Planning Scheme to all adjoining local governments, each licensee under the *Water Services Act 2012* likely to be affected, the Chief Executive Officer of the Department of Parks and Wildlife and all relevant public authorities, pursuant to Regulation 20(1)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
- d. Following advertising of the resolution to prepare a new Local Planning Scheme under Regulation 20 of the *Planning and Development (Local Planning Schemes) Regulations 2015* authorises Shire officers to undertake the preparation of a new

Local Planning Scheme in accordance with the procedures set out in the *Planning and Development Act 2005* and the *Planning and Development (Local Planning Schemes) Regulations 2015*.

- e. Informs the Western Australian Planning Commission of its resolution and publication of notice .

3. Financial arrangements and appointment of consultant

- a. Authorises the Chief Executive Officer to make financial arrangements and appointment of a consultant to undertake the work required for a local planning strategy and new local planning scheme.
- b. Authorises the Chief Executive Officer to coordinate the local planning strategy and new local planning scheme process and to arrange for meetings/workshops when required.
- c. Notes the project brief for services required from consultant.
- d. Resolves that the decisions listed in A and B are subject to the making of successful financial arrangements and appointment of a consultant.

4. Shire of Menzies Town planning Scheme No. 1 - Amendment no. 9 ("Omnibus Amendment")

- a. Resolves not to proceed with Amendment 9 to the Shire of Menzies Town Planning Scheme No. 1 pursuant to Regulation 37(5) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
- b. Informs the Western Australian Planning Commission of the decision in D(1).

VOTING REQUIREMENTS: Simple Majority

IN BRIEF:

The introduction of the *Planning and Development (Local Planning Schemes) Regulations 2015* has resulted in a requirement for a local planning strategy and a review of the existing town planning scheme. The report recommends commencement of a local planning strategy and a review of the existing town planning scheme.

RELEVANT TO STRATEGIC PLAN:

14.1 Sustainable local economy encouraged

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- A local economy that has close working partnerships with mining companies and other industries.
- A local economy accessing the commercial options and services in place, for timely development.
- The prevention of fire risk throughout the community.
- The significant natural features of the shire for tourism.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

14.2 Strong sense of community maintained

- Our community will be cohesive, inclusive and interactive, where people feel safe, are welcomed and can live comfortably.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

14.3 Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.

14.4 Heritage & Natural assets conserved

- A strengthening of our cultural and heritage awareness and values.

STATUTORY AUTHORITY:

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

The assistance of a town planning consultant will be required to complete a local planning strategy and new local planning scheme as required by Regulations 2015.

The Department of Planning has provided a project brief to assist with a request for quotations and appointment of consultant.

It is the Shire's role to arrange for the appointment of consultant and financial matters. A budget allocation to cover the appointment of a consultant planner has been included in the current year budget.

RISK ASSESSMENTS: Nil

BACKGROUND:

Under the provisions of the *Planning and Development Act 2005* and *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations 2015) a local government must prepare a local planning strategy and existing local planning schemes are to be reviewed within six months of the five year anniversary of the date the scheme is approved.

The Shire of Menzies has no local planning strategy and its Town Planning Scheme No. 1 (gazetted on 13 June 2003) is out of date as the Regulations 2015 created a new template for local planning schemes which is significantly different from that used in Town Planning Scheme No. 1. The introduction of the Regulations 2015 has also resulted that large sections of Town Planning Scheme No. 1 have been replaced by the 'deemed provisions' now

automatically 'read into' the scheme which means that the text of the current scheme contains provisions that have effectively been replaced emphasizing that an update is required.

A local planning strategy is a document that is prepared to guide the management of land use planning and development over a ten to fifteen year period, to balance the needs and expectations of a community in a local government area. It sets out a vision for the local government, the general aims, intentions and desired outcomes for long-term growth and change, having regard to social, economic and environmental factors and contains a strategic plan that indicates a future land use plan to form the basis for a local planning scheme. An assessment of the capacity of infrastructure such as water, sewerage, electricity and roads is usually considered in a strategy as well as compliance matters and policies required under a local planning scheme. A local planning strategy may be prepared concurrently with a local planning scheme and must:

- set out the long-term planning directions for the local government; and
- apply any State or regional planning policy that is relevant to the strategy; and
- provide the rationale for any zoning or classification of land under the local planning scheme.

Section 88(3) of the Regulations 2015 states that a local government may resolve to prepare a new local planning scheme. Based on the outcomes of a local planning strategy, a local planning scheme as statutory document, sets out the way land is to be used and developed and with the 'deemed provisions' outlines procedures for making planning policies, identification of heritage places, structure and local development plans, requirements for development approval and matters to be considered when applications are received.

COMMENT:

The process of compiling a local planning strategy and a new local planning scheme involves strategic planning and long-term goals for the local government area and it is imperative that councillors are actively involved in the formulation of these plans.

On 25 July 2015, the Shire of Menzies informed the Western Australian Planning Commission (WAPC) that at its Ordinary Council meeting on 28 March 2015, a draft Local Planning Strategy and an "Omnibus Amendment" described as Amendment 9 to the Shire of Menzies Town planning Scheme No. 1 have been adopted. The Shire requested approval from the WAPC to advertise the Amendment 9 and the draft Local Planning Strategy. On 25 August 2015, the Department of Planning advised in writing that the draft Local Planning Strategy is incomplete for assessment and that Amendment 9 cannot be progressed as it is inconsistent with Regulations 2015 and that a review of the Shire's local planning scheme should be considered instead. The Department of Planning also advised the Shire that "public advertising of Amendment 9 be withhold and that the Council resolve not to continue with Amendment 9 given its inconsistency with Regulations 2015. The Department of Planning informed that no response has been received from the Shire in relation to the discontinuation of Amendment 9 and that the amendment is still 'alive' until a resolution is taken by the Council not to proceed with the amendment under clause 37(5) of Regulations 2015.

Consultation

Consultation has been undertaken with the Department of Planning in relation to the introduction of the Regulations 2015 and its impact on a local planning strategy and review of the Shire's Town Planning Scheme No. 1.

If the Council decides to undertake a local planning strategy and review of Town Planning Scheme No. 1, a local strategy planning process can commence and when a draft strategy is completed, a new local planning scheme can be drafted that will be reviewed by the WAPC and the Environmental Protection Authority. Once these agency comments are received and incorporated into the local planning scheme, a formal advertising period will occur simultaneously with the local planning strategy. Government agencies and the public will then be able to comment on the documents.

For both documents, Council's resolution and all the submissions will then be forwarded to the WAPC for its endorsement and the final approval by the Minister for Planning where applicable.

The Department of Planning has indicated that it is prepared to guide the Shire through this process including advice on work delivered.

CONFIDENTIAL DOCUMENT TO BE PROVIDED TO COUNCIL
UNDER SEPERATE COVER

Planning and Development Act 2005

**ADVERTISEMENT OF RESOLUTION TO PREPARE A
LOCAL PLANNING SCHEME**

Local Planning Scheme No. 24

Notice is hereby given that the Council of the local government of the Shire of Menzies on
..... passed the following Resolution:

That Council:

1. Resolves to prepare a new Local Planning Scheme for the entire area within the Shire of Menzies, pursuant to Section 72(1)(a) and 88(3) of the Planning and Development Act 2005 and Regulation 19(1) of the Planning and Development (Local Planning Schemes) Regulations 2015.

Dated this ..th day of 2017

Rhonda Evans
Chief Executive

12.5.3 District Health Advisory Councils

LOCATION:	N/A
APPLICANT:	WA Country Health Service
DOCUMENT REF:	EDM 014
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	21 July 2017
AUTHOR:	Rhonda Evans, Chief Executive Officer
ATTACHMENT:	12.5.3-1 Press Release–Your Voice in Country Health Services

OFFICER RECOMMENDATION:

That Council

Contact Country Health Services with a view to taking a more active role in the District Health Advisory Council for the Kalgoorlie Region

VOTING REQUIREMENTS: Simple Majority

IN BRIEF:

The WA Country Health Service (WACHS) has a network of District Health Advisory Councils (DHACs) which provide the consumer voice to local, regional, and state-wide health service planning and improvement.

It is proposed that the Shire become more involved in this area service delivery by the State Government by representation.

RELEVANT TO STRATEGIC PLAN:

14.1 Sustainable local economy encouraged

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

14.2 Strong sense of community maintained

- Our community will be cohesive, inclusive and interactive, where people feel safe, are welcomed and can live comfortably.
- Our community will value each other, building relationships and networks to interact, socialise and for recreation.
- Our community will have access to all necessary service requirements.
- The Shire to review disability access throughout the Shire of Menzies.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

14.3 Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.
- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.
- Continue to participate in regional activities to the benefit of our community.

STATUTORY AUTHORITY: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

RISK ASSESSMENTS: Nil

BACKGROUND:

The town of Menzies and the community of Tjuntjuntjara is serviced by a nursing post supplemented with visiting services. The Shire contributes to the costs for Menzies Town.

COMMENT:

Health is possibly the single most important issue (closely followed by housing) for residents in the Shire. Both of these services (health and housing) are the direct responsibility of the State. However, it is incumbent on Local Government to ensure that good relationships are maintained with the various service providers to enhance and progress improvements in services to our communities.

The inclusion of a representative of the Shire onto the DHACs for the region will show both interest and commitment.



Government of Western Australia
WA Country Health Service

11

Media Statement

6 July 2017

District Health Advisory Councils: Your voice in country health services

Listening to and learning from the perspectives of consumers, carers, and communities is essential to improving health care and meeting the health service needs of all country Western Australians.

That is why the WA Country Health Service (WACHS) has a network of well-established, passionate, and active District Health Advisory Councils (DHACs) which provide the consumer voice to local, regional, and state-wide health service planning and improvement.

There are currently 20 active DHACs located across all seven country regions of WA.

The DHACs are groups of committed volunteers, comprised of health consumers, community members, and carers. They act as key advisors and partners, informing local health service leadership on the health and service issues that are most important to the communities they represent.

In **Kalgoorlie-Boulder** your local DHAC is the **Kalgoorlie DHAC**.

If you have a suggestion about how your health service can make improvements or have any concerns about the services available in your town or district, have a chat to your local DHAC Chairperson or members. They are there to advocate on your behalf.

DHACs are often looking for new members, keen to ensure that as many groups and individuals within communities can be included in conversations about health.

DHAC members work in partnership with the local health service and take an active role in:

- Promoting the consumer experience and voice in country health services;
- Providing advice and advocacy to WACHS at local, regional and state levels on health issues that are important to consumers in DHAC districts;
- Building connections between DHACs, consumers, WACHS and other community and health groups.
- Providing suggestions for, and participating in activities aimed at improving the health of the community with a focus on service safety, quality, access, and health literacy.

For further information on your local District Health Advisory Council, how to become a member, or to talk with them about how you can take an active role in your health care or that of your family, contact Erica Huggins - Co-ordinator Executive Services - (08) 9080 5714.

-ends-

Media contact:

Fran Lyons
WA Country Health Service Media Coordinator
6145 4166

12.5.3 Meeting Dates for the period 1 July 2017 to 30 June2018

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	EDM 221
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	21 July 2017
AUTHOR:	Rhonda Evans, Chief Executive Officer
ATTACHMENT:	Nil

OFFICER RECOMMENDATION:

That Council resolve that:

- 1) The last Thursday in each month be designated as the day of the Ordinary Council Meeting to be held at the Menzies Council Chambers in Shenton Street Menzies commencing at 1pm except where noted.
- 2) The following dates be appointed as the Ordinary Council Meeting dates and advertised locally:

27 July 2017
31 August 2017
28 September 2017
26 October 2017
30 November 2017
14 December 2017
22 February 2018
29 March 2018
26 April 2018
31 May 2018
28 June 2018
- 3) That permission be granted all members to attend the meetings by electronic communications subject to;
 - a) All requirements of the Local Government (Administration) Regulations 1996 Section 14A.
 - b) No more than 50% of meetings in any calendar year are attended by electronic means.
 - c) Notice of intention to attend by electronic communications must be given to the Chief Executive Officer (or their delegate) at least 24 hours prior to the commencement of the meeting.

VOTING REQUIREMENTS:

Recommendation 1 and 2	Simple Majority
Recommendation 3	Absolute Majority

IN BRIEF:

For Council to consider setting the dates for Ordinary Meetings of Council from July 2017 until June 2018 and to grant permission for attendance at Meetings by electronic means.

RELEVANT TO STRATEGIC PLAN:

14.1 Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.
- Regularly monitor and report on the Shire's activities, budgets, plans and performance.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.
- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.
- Continue to participate in regional activities to the benefit of our community.

STATUTORY AUTHORITY:

Local Government (Administration) Regulations 1996 12(1)(a) – Requires the local government to give local public notice of the dates, times and places at which meetings are to be held.

Local Government (Administration) Regulations 1996 – Provides conditions by which a Member may attend a meeting by instantaneous communications

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

RISK ASSESSMENTS: Nil

BACKGROUND:

Council currently holds their Ordinary Meetings on the last Thursday of each month. At the ordinary meeting held in Thursday, 21 May 2016 Council set Ordinary Meeting dates until 30 June 2017.

COMMENT:

Local Government (Administration) Regulations 1996 requires that local government to give local public notice of the dates, times and place at which meetings are to be held.

The regulations also detail the conditions under which a local government may allow attendance at meetings by electronic means

Unless there are compelling reasons for changing the day of the Meetings, it will be recommended that they remain on the last Thursday of each month except where noted

12.5.5 Proposal to Lease Reserve 4531

LOCATION:	Lot 178 Onslow Street
APPLICANT:	Menzies Cabins
DOCUMENT REF:	EDM 359/9629
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	21 July 2017
AUTHOR:	Rhonda Evans, Chief Executive Officer
ATTACHMENT:	12.5.5-1 <i>Confidential</i>

OFFICER RECOMMENDATION:

That Council endorse the proposal to lease part of Lot 178 Onslow Street Menzies (Reserve 4531) subject to:

1. Approval from the Department of Lands for the use of the Reserve for Cabins.
2. Advertising the proposal to Lease Reserve to Menzies Cabins for 21 years for the annual fee of all Municipal Rates and outgoings plus \$1,200 per annum for five years, to increase to \$6,000 per annum for years six to ten. The annual rent thereafter in accordance with increase in CPI.
3. Authorise the President and Chief Executive Officer to sign and affix the Seal for the Shire of Menzies to lease documents.
4. The Reserve is leased as-is with no utilities or services provided.
5. Planning application for the proposed development be presented to Council for consideration.

VOTING REQUIREMENTS:

Absolute Majority

IN BRIEF:

The process for the Department of Lands approval for the lease of this Reserve for the purpose of camp accommodation was commenced in February 2011. This application is still open at the Department and will be reactivated.

RELEVANT TO STRATEGIC PLAN:

14.1 Sustainable local economy encouraged

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- A local economy that has close working partnerships with mining companies and other industries.
- A local economy accessing the commercial options and services in place, for timely development.

14.2 Strong sense of community maintained

- Our community will value each other, building relationships and networks to interact, socialise and for recreation.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

14.3 Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.
- Regularly monitor and report on the Shire's activities, budgets, plans and performance.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.

STATUTORY AUTHORITY:

Local Government Act 1995 Section 3.58

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

The lease of this property will provide little financial gain in the first year. However, any improvements made to the property would be rated at gross rental value. This would certainly improve the rate base in the Menzies Townsite.

RISK ASSESSMENTS: Nil

BACKGROUND:

The owner of Menzies Cabins has been seeking land for development in the townsite of Menzies for about nine months. He has now expressed an interest in leasing a portion of Reserve 4531 bound by Onslow, Wilson, Brown and Mercer Streets.

COMMENT:

Any proposal for development in the town of Menzies is welcome. Proposals to develop businesses are received by the Chief Executive Officer about six times per annum, but rarely progress beyond the 'chat' stage. Mr Jones has registered the company Menzies Cabins, and is seeking to progress the project.

He has sought an initial peppercorn rent to assist during the establishment of the business. Until that time, the rental of \$1,200 per annum plus rates and charges will return approximately \$1,500 per annum. The benefit to the Shire will be the rates on the improvements when they are complete.

The imminent Town Planning Strategy and Town Planning Scheme Review will provide Council and the Community of Menzies with the opportunity to ensure that potential

developers will have access to parcels of land that can be developed without intensive intervention by Administration. This will not only result in a more appealing business opportunity for the business, but reduce amount of time spent by Officers with governance issues.

CONFIDENTIAL DOCUMENT TO BE PROVIDED TO COUNCIL
UNDER SEPERATE COVER

12.5.6 Integrated Planning – Corporate Plan 2017 2018

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	EDM 398
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	21 June 2017
AUTHOR:	Rhonda Evans, Chief Executive Officer
ATTACHMENT:	12.5.6-1 Corporate Plan for year ending 30 June 2018

OFFICERS RECOMMENDATION:

That Council

1. Adopt the Corporate Business Plan for the year ending 30 June 2018.
2. Note that public consultation for the four year review of the Strategic Community Plan be undertaken during the month of August 2017.

VOTING REQUIREMENTS: Absolute Majority

IN BRIEF:

The *Local Government (Administration) Regulations 1996 19C(3)* requires that a Corporate Business Plan be presented each year.

RELEVANT TO STRATEGIC PLAN:

14.2 Strong sense of community maintained

- The Shire to review disability access throughout the Shire of Menzies.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

14.3 Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Regularly monitor and report on the Shire's activities, budgets, plans and performance.
- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.

STATUTORY AUTHORITY:

Local Government Act 1995 S5.56

Local Government (Administration) Regulations 1996

POLICY IMPLICATION: Nil

FINANCIAL IMPLICATION: Nil

RISK ASSESSMENT:

No Risk Assessment has been undertaken relating to this item.

BACKGROUND:

The Local Government Act requires Council to plan for the future, and has mandated that a corporate business plan must be prepared and adopted by Council by an absolute majority.

COMMENT:

The Corporate Business Plan is the action sheet for the Strategic Community Plan. It is the source document for the Annual Budget, and, while Council may choose to set a budget that diverges from the Plan, is used by Officers to assist in the preparation of the Budget.

The Corporate Plan is developed by drawing from the informing strategies of the Asset Management Plan, the Workforce Plan, the Long Term Financial Plan and the Strategic Community Plan. In the future, the Youth Strategy, and Disability Access Plan will be incorporated into the process.

The Chief Executive Officer will report to the Audit Committee and Council at regular intervals against the Corporate Plan.

The primary Integrated Planning document, the Strategic Community Plan is now due for a four yearly review. It will be proposed to commence the process with public consultation to be set for the third week of August 2017. Input from Tjuntjuntjara will follow consultation with Council representatives, and the inclusion of the strategic plans from the Corporation and Spinifex Health.



SHIRE OF MENZIES

CORPORATE BUSINESS PLAN

Financial Years 2018-2021

July 2017

CONTENTS

1	Vision and Priorities	3
1.1	Vision	3
1.2	Priorities	3
2	Planning Framework	5
2.1	Strategic Community Plan	6
2.2	Corporate Business Plan	6
3	Informing Strategies	7
3.1	Asset Management Plan	7
3.2	Workforce Plan	7
3.3	Long Term Financial Plan	7
4	Service Delivery	8
4.1	Sustainable Local economy	8
4.2	Community	9
4.3	Civic Leadership	10
4.4	Heritage	11
5	History Summary	12

1 Vision and Priorities

1.1 Vision

The Strategic Community Plan 2013 (reviewed 2015), sets out the Shire's community's vision, values and aspirations for the future. The Corporate Business Plan aims to progress the Council's strategic direction and vision while keeping with the communities' aspiration and values.

Our Aim:

Is for the Shire of Menzies to be a prosperous, sustainable, and dedicated community in which all residents are able to participate in decision making and benefit from the Shire's many opportunities and resources.

1.2 Priorities

Sustainable local economy encouraged

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- A local economy that has close working partnerships with mining companies and other industries.
- A local economy accessing the commercial options and services in place, for timely development.
- The prevention of fire risk throughout the community.
- The significant natural features of the shire for tourism.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.
- The installation of State Government infrastructure such as power, water and broadband to facilitate residential and commercial growth

Strong sense of community maintained

- Our community will be cohesive, inclusive and interactive, where people feel safe, are welcomed and can live comfortably.
- Our community will value each other, building relationships and networks to interact, socialise and for recreation.
- Our community will have access to all necessary service requirements.
- The Shire to review disability access throughout the Shire of Menzies.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

Active civic leadership achieved

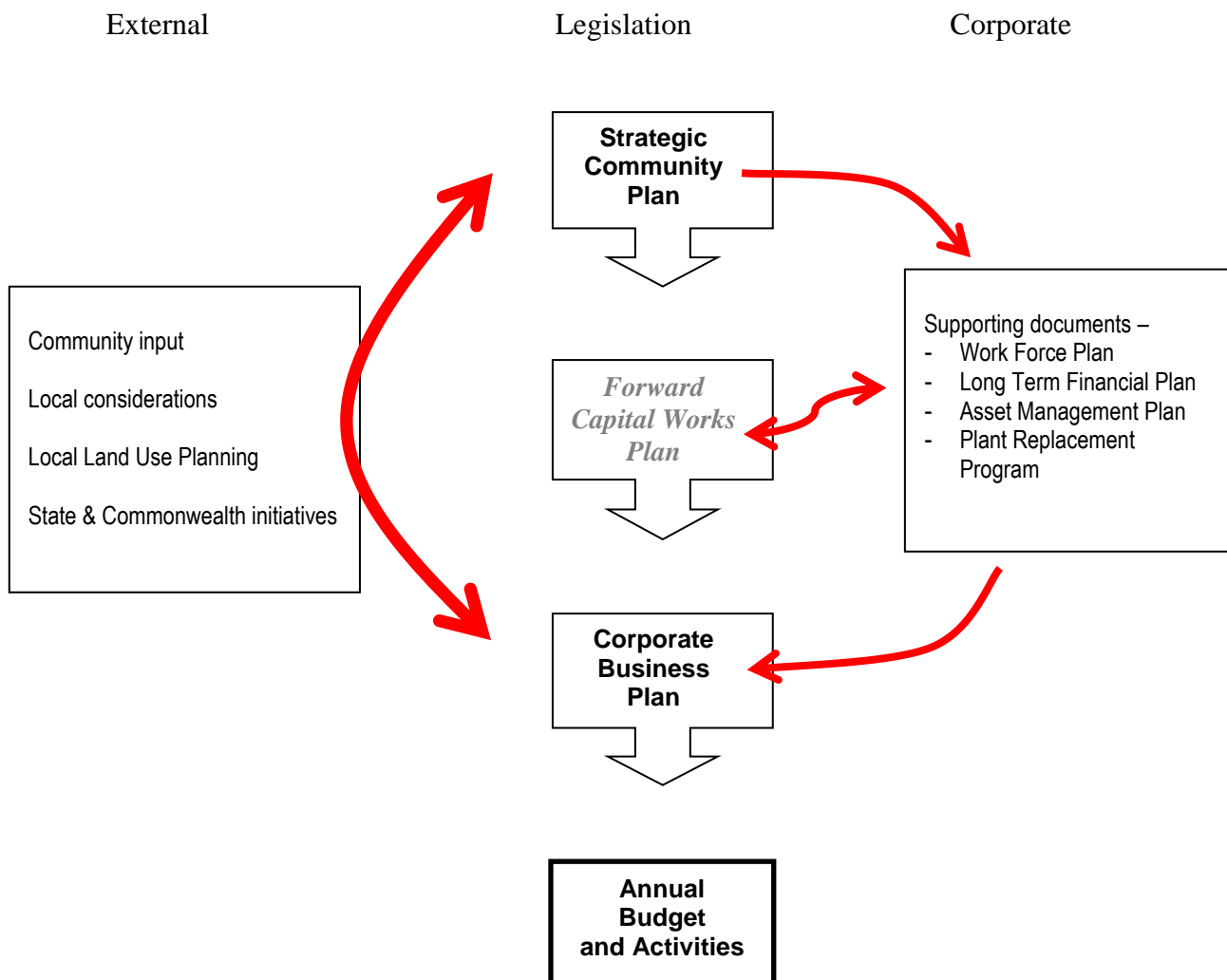
- Regularly review plans with community consultation on significant decisions affecting the shire.
- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.

- Regularly monitor and report on the Shire's activities, budgets, plans and performance.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.
- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.
- Continue to participate in regional activities to the benefit of our community.

Heritage & Natural assets conserved

- Our natural environment will be protected and preserved for future generations.
- Our built environment will be managed to sustain our growing needs, while protecting and restoring buildings of historical value.
- Heritage and cultural places and items will be protected.
- A strengthening of our cultural and heritage awareness and values.

2 Planning Framework



The Corporate Business Plan 2017-2021 together with the Strategic Community Plan 2013 (as amended) is the Plan for the Future and has been prepared to achieve compliance with the *Local Government (Administration) Regulations 1996*.

Under *Local Government (Administration) Regulation 19C(3)*, a Corporate Business Plan for a district is to:

- Set out, consistent with any relevant priorities set out in the strategic community plan for the district a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
- Govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
- Develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

In the preparation of the annual budget the local government is to have regard to the contents of the Plan for the Future in terms of *Section 6.2(2) of the Local Government Act 1995*.

Development of the Plan has also been influenced by the Department of Local Government, Sport and Cultural Industries Framework and Guidelines for Integrate Planning and Reporting.

2.1 Strategic Community Plan

The Menzies community had a strong involvement and voice in the outcomes contained in the Strategic Community Plan 2013. The community were invited to share their visions and aspirations for the future, and this information provided a valuable insight into the key issues as perceived by the local community. Importantly for the Council, these views have established priorities, and shaped the visions, values, objectives and strategies documented.

2.2 Corporate Business Plan

Achieving the community's vision and the Shire's strategic objectives requires development of actions to address each strategy contained within the Strategic Community Plan. Careful operational planning and prioritisation is required due to limited resources. This planning process is formalised in this Corporate Business Plan, which puts the Strategic Community Plan into action via the Annual Budget.

The Corporate Business Plan 2017-2021 will be reviewed annually to assess the progress of projects and realign actions and priorities with current information and available funding.

Along with achieving the community aspirations and objectives, the Corporate Business Plan draws upon the information from all other strategic documents.

3 Informing Strategies

3.1 Asset Management Plan

The Shire has developed Asset Management Plans for Major asset classes in accordance with Council's Asset Management Policy. The asset management plans form a component of an overall Asset Management Strategy which addresses the Shire's current asset management processes and sets out the steps required to continuously improve the management of Shire controlled assets.

Capital renewal requirements detailed within the Asset Management Plans have been included to the extent the financial and workforce resources are available to enable the renewals to be undertaken.

3.2 Workforce Plan

The Workforce Plan outlines the workforce management and resource strategies necessary to deliver the objectives, outcomes and strategies contained in the Strategic Community Plan.

Workforce issues have been considered during the development of this Corporate Business Plan and the financial impacts of the Workforce Plan captured within the Long Term Financial Plan. A combination of workforce and financial constraints has influenced the prioritisation of actions within this Plan.

3.3 Long Term Financial Plan

The Shire of Menzies is planning for a positive and sustainable future. The Shire seeks to maintain, and where possible, improve service levels into the future while ensuring a healthy financial position.

4 Service Delivery

4.1 Sustainable Local economy

	Actions	Success Indicator	Budget 17/18	Responsible Person	Financial year ending 30 June			
					2018	2019	2020	2021
1.1	Adequate land for development	a) Lots are available for purchase	\$50,000	CEO	●	●		
		b) Town planning scheme includes provision of at least 10 residential lots, 2 light industrial lots and a heavy industrial park		Consultant	●	●		
1.2	Partnerships with business	Equitable funding agreements with Mining and Pastoral companies to ensure Road Networks meet needs. A fair and consistent framework is in place for <ul style="list-style-type: none"> • Development contributions • Community benefit contributions 	\$10,000	CEO Consultant	●	●		
1.3	Investigate alternate supplies for utilities	Implement alternative energy sources to public facilities.	\$100,000	CEO	●	●	●	●
1.4	Improve access to Road Network during inclement weather	All seasons access to major roads <ul style="list-style-type: none"> • Menzies NW Road • Menzies-Evanston Road 	\$1,000,000	CEO	●	●	●	●
1.5	Support Menzies as a regional place to visit	Increase in visitor numbers through Council facilities and privately owned business.	Operational	CEO	●	●	●	●

4.2 Community

	Actions	Success Indicator	Budget	Responsible Person	Financial year ending 30 June			
					2018	2019	2020	2021
2.1	Adequate access to health services	Increase in presentation at Nursing Post	Operational	CEO	●	●	●	●
2.2	Adequate and appropriate essential services are available	Active volunteer base of 10 people for both Ambulance and Fire brigade providing year round services	Operational	CEO	●	●	●	●
2.3	Logical and affordable development of recreation facilities	The Recreation Facilities Development Plan reviewed and activated	Operational	CEO	●	●		
2.4	Strengthen community cohesiveness and participation	a) Participate in development of a regional plan for the provision of aged care services.	Operational	CEO	●	●		
		b) Weekly Youth activities during school term.	Operational Check	CEO MAC	●	●	●	●
		c) Annual Festival and Bi-Annual Festival to be undertaken.	Operational	CEO	●	●	●	●
2.5	Access to quality services to meet within the community	Define role, level of service, and develop partnerships for delivery.	Operational	CEO	●	●	●	●
2.6	Upgrade and maintain our infrastructure	The Asset Management Plans are developed, implemented and integrated with financial systems.	\$25,000	DCEO Consultant	●	●		
2.7	New housing or accommodation constructed	a) Lots are available for purchase	Operational	Consultant	●	●	●	●
		b) Local Planning Policies applicable to residential development are current and appropriate .	Operational	CEO	●			

4.3 Civic Leadership

	Actions	Success Indicator	Budget 17/18	Responsible Person	Financial year ending 30 June			
					2018	2019	2020	2021
3.1	Improve the sustainability of the Shire of Menzies	Integrated Planning and Reporting Framework has been implemented for the sustainable provision of services	\$40,000	CEO DCEO Consultant	●	●	●	●
3.2	Records & archive storage compliant with State Records Office requirements	The Shire is a participant in the Regional Records Facility	\$5,000	CEO	●	●	●	●
3.3	Support local Bushfire Brigades and St Johns Ambulance Sub-Centre	Establishment and operation of Local Emergency Management Committee	Operational	CEO	●	●	●	●
3.4	Develop workforce capability, retain and attract the right people	Future skills and development, retention and attraction strategies of Shire staff have been identified.	Operational	CEO	●	●	●	●
3.5	Ensure resources are managed effectively	a) The Long Term Financial Plan to support the yearly budgeting decisions is current.	Operational	DCEO	●	●	●	●

4.4 Heritage

	Actions	Success Indicator	Budget	Responsible Person	Financial year ending 30 June			
					2018	2019	2020	2021
4.1	Protect and preserve natural environment	a) Programs to eradicate pest plants and animals have been maintained or increased	Operational	CEO	●	●	●	●
4.2	Manage and maintain the Lake Ballard Reserve	a) Provide and maintain information boards and public toilets	10,000	CEO	●	●	●	●
		b) The Council has established a Committee consisting of Shire, Tourism and traditional owners to advise on the management of Lake Ballard, as per the Local Government Act 1995	Operational	CEO	●	●	●	●
4.3	Manage and maintain the Niagara Dam and camping area	Provide and maintain information boards and public toilets	35,000	CEO	●	●	●	●
4.4	Maintain sculptures in Menzies and Kookynie	a) Provide and maintain the sculptures and information	Operational	CEO Consultant	●	●	●	●
		b) Extend the stories of sculptures in Menzies and Kookynie – use of Social Media				●		
4.5	Work with Menzies Aboriginal Corporation (MAC) and Tjuntjuntjara community (TJC) to appropriately preserve indigenous culture and heritage	As culturally appropriate in consultation with the two communities – a) Create a confidential register of sites that should not be developed b) Information for public use and distribution regarding the culture, heritage, significant sites is readily available.		CEO Consultant MAC TJ C		●	●	●
4.6	Restore and maintain historical buildings and places as financially able.	A program for the preservation and restoration of buildings in Menzies, Kookynie, Goongarrie has been adopted	\$100,000	CEO	●	●	●	●

5 History Summary

	Meeting Date	Purpose	Sections
1	June 2013	Adopted	All
2	June 2014	Review	Amendments made to Section 8 to reflect amendments made to Strategic Community Plan in March 2014
2	July 2015	Review	Amendments made to Section 8 to reflect amendments made to Strategic Community Plan in July 2015
3	July 2017	Adopted	All

12.5.7 Appointment of Consultant – CEO Annual Performance Review

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	EDM 392
DISCLOSURE OF INTEREST:	The Author is the Chief Executive Officer
DATE:	21 June 2017
AUTHOR:	Rhonda Evans, Chief Executive Officer
ATTACHMENT:	12.5.7-1 – Proposal (Confidential) 12.5.7-2 – Policy – Annual Performance Review

OFFICER RECOMMENDATION:

That Council:

1. Endorse the appointment of Price Consulting to act as independent facilitator to conduct the Chief Executive Officers performance review in accordance with the Local Government Act 1995 (S6.38).
2. Agree to the methodology and timelines set out in the attached Proposal.

VOTING REQUIREMENTS: Simple Majority

IN BRIEF:

Section 5.38 of the Local Government Act 1995 requires that the performance of each employee who is employed for a term of more than one year, including the Chief Executive Officer, is to be reviewed at least once in relation to every year of the employment.

A Consultant has been appointed to assist the Council with this matter.

RELEVANT TO STRATEGIC PLAN:

14.4 Active civic leadership achieved

- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.

STATUTORY AUTHORITY:

Local Government Act 1995 Section 5.38

POLICY IMPLICATIONS:

Policy 3.12 - Annual Performance Review – Chief Executive Officer.

FINANCIAL IMPLICATIONS:

The CEO's remuneration for the next 12 months, having regard to the relevant determination of the Salaries and Allowances Tribunal determination for Local Government CEO's will be reflected in the adopted budget.

RISK ASSESSMENTS: Nil

BACKGROUND:

The performance of the Chief Executive Officer must be reviewed annually.

COMMENT:

Three consultants were approached to submit a proposal to undertake the role of facilitator for the CEO Review. The Shire President, in consultation with the CEO, Councillors and Officers West Australian Local Government Association awarded the role to Price Consulting.

CONFIDENTIAL DOCUMENT PROVIDED TO COUNCIL
UNDER SEPERATE COVER

Policy Schedule 3.12 – Annual Performance Review - Chief Executive Officer

Objective: To ensure the Shire of Menzies (the Shire) complies with section 5.38 of the *Local Government Act 1995* which requires that the performance of each employee who is employed for a term of more than one year, including the Chief Executive Officer, is to be reviewed at least once in relation to every year of employment.

History: New Policy 24 May 2017

Policy Statement:

The performance of the Chief Executive Officer (CEO) will be reviewed annually by Council and responsibility for this task shall sit with the full council. To ensure that the review is conducted with the required transparency and independence, Council will engage the services of an appropriate independent consultant.

Administrative responsibility for the review will be allocated to a consultant.

The performance of the CEO will be assessed each financial year against the following criteria:

1. Successful completion of key performance indicators previously set by Council.
2. Achievements which do not relate to set Key Performance Indicators but are of significant benefit to the Shire.
3. Prudent financial management.
4. Delivery of objectives set in the Shire's Strategic and Corporate Plans.
5. Implementation of appropriate risk management strategies.
6. The CEO's advocacy on behalf of the Shire
7. Management of the organisational culture and the recognition of the Shire as an employer of choice.

All matters in relation to the CEO's performance and remuneration will be dealt with as confidential items by Council.

The CEO will ensure the following process is implemented:

1. Expressions of interest to conduct the review, in line with Council's purchasing policy will be sought from appropriately qualified and experienced consultants by March each year.
2. Following consultation with Council and the CEO, the Council will appoint an independent consultant to conduct the review.
3. A formal report on the Shire's achievements for the year is provided by the CEO against the criteria listed (1-7 above).

4. The consultant shall seek feedback from Elected Members and the Leadership Team in relation to the criteria determined above. The CEO and Council may agree on the appropriateness of feedback being sought from other people. Whilst nominated people are requested to provide feedback, they are not required to do so.
 5. The Council will consider the report provided by the consultant in sufficient time to allow recommendations to be considered by Council at its July meeting each year.
 6. The Council will consider a recommendation that includes:
 - a. Endorsement of the CEO's performance for the period under review.
 - b. The CEO's remuneration for the next 12 months, having regard to the relevant determination of the Salaries and Allowances Tribunal for Local Government CEO's.
 - c. If required, the extension or renewal of the CEO's contract.
 - d. Determination of appropriate Key Performance Indicators for the next 12 months.
- End of Policy

- 12 ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE
BEEN GIVEN**
- 13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF
THE MEETING**
- 14 ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS**
- 15 NEXT MEETING**
- 16 CLOSURE OF MEETING**