

South West Country Zone Minutes

22 April 2022

Shire of Manjimup

Table of Contents

1.	OPENING AND WELCOME	3
1.1	Acknowledgement of Country	3
2.	ATTENDANCE AND APOLOGIES.....	3
3.	DECLARATIONS OF INTEREST	5
4.	ANNOUNCEMENTS	5
5.	GUEST SPEAKERS / DEPUTATIONS.....	5
5.1	Shire of Manjimup.....	5
5.2	Office of the Auditor General – (After morning tea)	5
6.	MINUTES	6
6.1	Confirmation of Minutes from the South West Country Zone meeting held Friday 18 February 2022 (Attachment 1)	6
7.	ZONE BUSINESS	6
7.1	Federal Election Advocacy	6
7.2	Economic Briefing and Impact of Covid Survey	7
8.	WALGA BUSINESS	8
8.1	WALGA Status Report.....	8
8.2	Review of WALGA State Council Agenda	9
8.3	WALGA President’s Rlleport.....	11
9.	AGENCY REPORTS / PRESENTATIONS	11
9.1	South West Development Commission.....	11
9.2	Regional Development Australia – South West.....	11
9.3	Department of Local Government, Sport and Cultural Industries	12
10.	FINANCIAL REPORT	12
11.	EMERGING ISSUES.....	12
12.	DATE, TIME AND PLACE OF NEXT MEETINGS	13
13.	CLOSURE.....	13

South West Country Zone

Meeting held at

Council Chambers, Shire of Manjimup, 37-39 Rose St, Manjimup

Commencing at 9.00am, Friday 22 April 2022

Minutes

1. OPENING AND WELCOME

The Chair, President Cr Tony Dean, opened the meeting at 9:11am.

1.1 Acknowledgement of Country

We, the South West Country Zone of WALGA acknowledge the Nyoongar people, the Traditional Custodians of this land, and pay our respects to their Elders past, present and future.

2. ATTENDANCE AND APOLOGIES

Attendance

Shire of Augusta Margaret River

President Cr Paula Cristoffanini
Ms Stephanie Addison-Brown, Chief Executive Officer non-voting delegate

Shire of Boyup Brook

Cr Helen O'Connell (Deputy)
Mr Dale Putland, Chief Executive Officer non-voting delegate

Shire of Bridgetown-Greenbushes

City of Bunbury

Cr Tresslyn Smith (Deputy)
Mr Gary Barbour, A/Chief Executive Officer non-voting delegate

City of Busselton

Mayor Grant Henley
Mr Tony Nottle, Director Finance and Corporate Services

Shire of Capel

President Cr Doug Kitchen
Mr Gordon MacMile, Chief Executive Officer non-voting delegate

Shire of Collie

President Cr Sarah Stanley
Mr Stuart Devenish, Chief Executive Officer non-voting delegate

Shire of Dardanup

President Cr Michael Bennett
Mr André Schönfeldt, Chief Executive Officer non-voting delegate

Shire of Donnybrook-Balingup	President Cr Leanne Wringe Mr Steve Potter, A/Chief Executive Officer non-voting delegate
Shire of Harvey	President Cr Paul Gillett
Shire of Manjimup	Hon President Cr Paul Omodei Mr Andrew Campbell, Chief Executive Officer non-voting delegate
Shire of Nannup	President Cr Tony Dean (Chair) Mr David Taylor, Chief Executive Officer non-voting delegate
WA Local Government Association Secretariat	Tim Lane, Manager, Strategy and Association Governance (executive officer) Ashley Robb, Senior Policy Advisor Planning
South West Development Commission	Andrew McRobert, Director Business & Industry
RDA South West	Charles Jenkinson, Director Regional Development
Guests	Sandra Labuschagne, Office of the Auditor General

Apologies

Shire of Boyup Brook	President Cr Richard Walker
City of Bunbury	Mayor Jaysen de San Miguel
City of Bunbury	Mr Mal Osborne, Chief Executive Officer
Shire of Bridgetown-Greenbushes	President Cr John Bookless
Shire of Bridgetown-Greenbushes	Mr Tim Clynch, Chief Executive Officer
City of Busselton	Mr Mike Archer, Chief Executive Officer
Shire of Donnybrook-Balingup	Mr Ben Rose, Chief Executive Officer
Shire of Harvey	Ms Annie Riordan, Chief Executive Officer
South West Development Commission	Ms Mellisa Teede, Chief Executive Officer

3. DECLARATIONS OF INTEREST

Nil.

4. ANNOUNCEMENTS

4.1 Attachments

The following were provided as attachments to the agenda:

1. South West Country Zone Minutes 18 February 2022
2. March Economic Briefing
3. WALGA President's Report
4. State Council Agenda – [State Council Agenda – 4 May 2022](#)

5. GUEST SPEAKERS / DEPUTATIONS

5.1 Shire of Manjimup

President Hon Cr Paul Omodei and Mr Andrew Campbell, Chief Executive Officer

President Cr Omodei and Mr Campbell, Chief Executive Officer provided an update to the meeting on priorities and key projects.

5.2 Office of the Auditor General – (After morning tea)
--

Sandra Labuschagne, Deputy Auditor General, Office of the Auditor General

Sandra provided an update to the Zone on Local Government financial and performance auditing.

Sandra's slides are included with the minutes.

6. MINUTES

6.1 Confirmation of Minutes from the South West Country Zone meeting held Friday 18 February 2022 (Attachment 1)

The Minutes of the South West Country Zone meeting held on Friday 18 February 2022 have previously been circulated to Member Councils and are provided as an attachment to this agenda.

RESOLUTION

Moved: Mayor Grant Henley
Seconded: President Cr Paul Omodei

That the minutes of the South West Country Zone meeting held Friday 18 February 2022 are confirmed as a true and accurate record of the proceedings.

CARRIED

6.1.1 Business Arising

Nil.

7. ZONE BUSINESS

7.1 Federal Election Advocacy

The Zone's Federal Election Advocacy document has been produced, and Members have met with the sitting Parliamentary Members.

Members of the Working Group will be able to provide an update on advocacy engagement.

Further, at the national level, WALGA is working alongside our national body, ALGA on the election campaign. Materials such as draft media releases, letters and social media posts will be provided and artwork will be available from the ALGA website for Councils to download. All members are encouraged to support [ALGA's election priorities](#) and to formally pass motions in support of the campaign at Council meetings, which can be downloaded [here](#).

ALGA's priorities are grouped under the following five headings:

- Economic Recovery – including an increase in Financial Assistance Grants
- Transport and Community Infrastructure – including extension of the Local Roads and Community Infrastructure Program
- Building Resilience – including \$200m for a targeted disaster mitigation program
- Circular Economy – including funding for Local Government circular innovation projects
- Inter-governmental Relations – including reinstating the Local Government seat at National Cabinet

NOTED

7.2 Economic Briefing and Impact of Covid Survey

WALGA recently released the [March Economic Briefing](#) as Local Government budget preparations are underway.

Anecdotally, WALGA is aware of significant pressure on Local Government budgets as construction and labour costs increase. Cost increases are confirmed by the data, as the Local Government Cost Index (LGCI) grew 1.7% for the quarter to reach 4.5% annualised growth. This increase has been driven by significant increases in building construction costs of 5.3% for the quarter (14.5% year-on-year), and road and bridge construction costs which increased by 3.3% for the quarter (9.2% year-on-year).

The LGCI is forecast to increase by 5.7% for the 2021-22 financial year, followed by an increase of 2.5% in 2022-23, noting that figures are volatile and do not account for regional or local conditions.

The **Economic Briefing** is attached to this agenda.

In addition, WALGA has received feedback from 41 members through an **Impact of Covid Survey** undertaken during February and March 2022.

Key findings from the survey include:

1. Supply of products and services

- Over 70% of Local Governments reported issues with the supply of building materials
- Over 70% of Local Governments reported issues with the supply of machinery and equipment
- Just under 60% of Local Governments reported issues with the supply of road and infrastructure materials
- Close to 30% of Local Governments reported issues with the supply of consultancy and other business services

2. Labour force issues

- Over 40% of Local Governments report shortages of workers
- Over 40% of Local Governments report shortages of specific skills
- Approximately 37% of Local Governments report increased staff turnover

3. Impact of labour and supply shortages

- Over 80% of Local Governments reported delays of contracts
- 78% of Local Governments reported an increase in project costs
- Over 73% of Local Governments reported difficulties sourcing contractors for new works
- Over 40% of Local Governments reported an inability to acquit grant funding

4. Actions of Local Governments in response

- Over 73% of Local Governments reported delaying or deferring projects
- Just under 40% of Local Governments are spreading expenditure across multiple years
- Just under 35% of Local Governments reported using cash reserves
- Just under 15% of Local Governments reported cancelling projects.

NOTED

8. WALGA BUSINESS

8.1 WALGA Status Report

By Tim Lane, Zone Executive Officer

BACKGROUND

Status Report for February 2022 which contains WALGA's responses to the resolutions of previous Zone Meetings.

Agenda Item	Zone Resolution	WALGA Response	Update	WALGA Contact
2019 March 22 Zone Agenda Item 7.7 Funding Commitment Towards Strategic Transport Network Infrastructure In South West Western Australia	<p>1. That the South West Zone of WALGA adopts an advocacy position of seeking a commitment to funding from:</p> <ul style="list-style-type: none">a. Western Australian State Government; and/orb. Australian Federal Government; and/orc. Private industry to better manage the ever increasing numbers of heavy vehicle haulage and light vehicle users within the south-west (particularly including South Western Highway), including the possibility of re-instating and re-opening the disused South West Railway, as well as the future expansion and improvements of our road networks for the south-west region as part of the investment of our future infrastructure and road networks. <p>2. That the South West Zone of WALGA requests the WALGA State Council to consider adopting the advocacy position outlined in Recommendation 1, above.</p>	The Infrastructure Policy Team requested that the Association investigate the need for and feasibility of developing a road project advocacy tool to support Local Governments and Zones in their advocacy for specific road developments given the large number of potential projects across the State.	Ongoing	Ian Duncan Executive Manager Infrastructure iduncan@walga.asn.au 9213 2031
2021 19 November Zone Agenda Item 8.5 Legislative Council Reform	That the South West Country Zone request WALGA to advocate to the Minister for Electoral Affairs and the Salaries and Allowances Tribunal to provide additional allowances to Members of the Legislative Council (MLC), on the proviso they have an office in country areas, to facilitate a regional presence of MLCs.	This item will be considered by WALGA's Governance & Organisational Services Team and a response will be provided to the Zone at a future meeting.	April 2022	Tony Brown Executive Manager Governance and Organisational Services 9213 2051 tbrown@walga.asn.au

RESOLUTION

Moved: President Cr Paul Omodei

Seconded: President Cr Michael Bennett

That the South West Country Zone:

- 1. Seek an update from Mr Ian Duncan as to the continuing relevance of the item – Commitment Towards Strategic Transport Network Infrastructure in South West Western Australia, and**
- 2. Note the April 2022 Status Report.**

CARRIED

8.2 Review of WALGA State Council Agenda

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 full State Council Agenda can be found via link: [State Council Agenda, 4 May 2022](#)

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

Matters for Decision

5.1 Submission to Statutory Review of the Food Act 2008

That the submission to the Department of Health relating to the Statutory Review of the Food Act 2008 be endorsed.

5.2 Local Government Grant Scheme Funding

That WALGA advocates to the Minister for Emergency Services and the Fire and Emergency Services Commissioner for:

1. An allocation of Local Government Grant Scheme (LGGS) funding to undertake an audit of existing facilities, appliances, vehicles, and major items of equipment for both Local Government Volunteer Bushfire Brigades (BFB) and State Emergency Services (SES).
2. Following the completion of the audit, an allocation of funding through the Local Government Grant Scheme (LGGS) to prepare a Comprehensive Asset Management Plan that:
 - a. Aligns with the principles in the Department of Local Government, Sport and Cultural Industries' (DLGSC) Asset Management National Framework and Guidelines, and the Integrated Planning and Reporting Framework.
 - b. Forecasts the emergency response needs of communities across Western Australia over the next 10 years, to estimate the quantum of the facilities, appliances, vehicles, and major items of equipment that will be needed.
 - c. Outlines a 10 year forward plan of modifications, replacements and additions required.
 - d. Investigates the extent to which future BFB facilities can be co-located with other emergency services facilities.
3. The establishment of a Working Group involving WALGA, the Department of Fire and Emergency Services (DFES) and LGIS to oversee the preparation of the Comprehensive Asset Management Plan.
4. Support for the Comprehensive Asset Management Plan to be reviewed every five years.
5. Support for an increase in Local Government Grant Scheme (LGGS) funding to support the unsuccessful capital grants funding applications by Local Governments to the 2020 21 LGGS Capital Grants Committee.

5.3 Draft Active Travel to School Roadmap

That WALGA:

1. Endorses the Draft Active Travel to School Roadmap, subject to amending Urban Environment Initiative No 1 to "Consult local governments to identify sub-regional school transport challenges and amend existing planning guidelines and develop new guidelines where gaps exist"; and
2. Works with the Department of Transport to finalise the Roadmap and encourage Local Government participation in the initiatives identified where these offer solutions to the local issues encountered in each area.

Matters for Noting

6.1 Draft National Plan to End Violence Against Women and Children

- 6.2 Feedback on Community Disaster Resilience Strategy Discussion Paper
- 6.3 2021 CoastWA Local Government Survey
- 6.4 Update on draft WA Public Libraries Strategy
- 6.5 Local Emergency Management Arrangements (LEMA) Review Project
- 6.6 Comment on Draft Health Promotion Strategic Framework 2022-2026
- 6.7 Wooroloo Bushfire Independent Review Final Report
- 6.8 2022-23 Federal Budget Update
- 6.9 Local Government Emergency Management Survey Results

State Council Item 5.1 – Submission to Statutory Review of the Food Act 2008

RESOLUTION

Moved: President Cr Paul Gillett
Seconded: Mayor Grant Henley

That the submission to the Department of Health relating to the Statutory Review of the Food Act 2008 be endorsed.

CARRIED

State Council Item 5.2 – Local Government Grant Scheme Funding

RESOLUTION

Moved: President Cr Sarah Stanley
Seconded: President Cr Paula Cristoffanini

That WALGA advocates to the Minister for Emergency Services and the Fire and Emergency Services Commissioner for:

1. An allocation of Local Government Grant Scheme (LGGS) funding to undertake an audit of existing facilities, appliances, vehicles, and major items of equipment for both Local Government Volunteer Bushfire Brigades (BFB) and State Emergency Services (SES).
2. Following the completion of the audit, an allocation of funding through the Local Government Grant Scheme (LGGS) to prepare a Comprehensive Asset Management Plan that:
 - a. Aligns with the principles in the Department of Local Government, Sport and Cultural Industries' (DLGSC) Asset Management National Framework and Guidelines, and the Integrated Planning and Reporting Framework.
 - b. Forecasts the emergency response needs of communities across Western Australia over the next 10 years, to estimate the quantum of the facilities, appliances, vehicles, and major items of equipment that will be needed.
 - c. Outlines a 10 year forward plan of modifications, replacements and additions required.
 - d. Investigates the extent to which future BFB facilities can be co-located with other emergency services facilities.
3. The establishment of a Working Group involving WALGA, the Department of Fire and Emergency Services (DFES), LGIS and the Association of Volunteer Bush Fire Brigades (WA) to oversee the preparation of the Comprehensive Asset Management Plan.
4. Support for the Comprehensive Asset Management Plan to be reviewed every five years.
5. Support for an increase in Local Government Grant Scheme (LGGS) funding to support the unsuccessful capital grants funding applications by Local Governments to the 2020 21 LGGS Capital Grants Committee.
6. Investigate governance arrangements for prioritisation of funding for construction and renewal of infrastructure and equipment along the lines of the Regional Road Group model.

CARRIED

State Council Item 5.3 – Draft Active Travel to School Roadmap

RESOLUTION

Moved: Cr Leanne Wringe
Seconded: Mayor Grant Henley

That WALGA:

1. Endorses the Draft Active Travel to School Roadmap, subject to amending Urban Environment Initiative No 1 to “Consult local governments to identify sub-regional school transport challenges and amend existing planning guidelines and develop new guidelines where gaps exist”; and
2. Works with the Department of Transport to finalise the Roadmap and encourage Local Government participation in the initiatives identified where these offer solutions to the local issues encountered in each area.

CARRIED

The meeting adjourned at 10:33am and reconvened at 11:05am.

State Council Items for Noting

Moved: Mayor Grant Henley
Seconded: President Cr Doug Kitchen

That the South West Country Zone Notes items 6.1-6.9 inclusive as listed in the 4 May 2022 State Council Agenda.

CARRIED

8.3 WALGA President’s Report

The WALGA President’s Report is attached to the agenda.

NOTED

9. AGENCY REPORTS / PRESENTATIONS

9.1 South West Development Commission

Andrew McRobert, Director Business & Industry provided an update to the Zone meeting.

NOTED

President Cr Michael Bennett departed the meeting at 11:58am and did not return.

9.2 Regional Development Australia – South West

Executive Officer, Charles Jenkinson, provided a brief update to the Zone.

NOTED

9.3 Department of Local Government, Sport and Cultural Industries

Apologies from the DLGSC

10. FINANCIAL REPORT

South West Country Zone		
As at 31 March 2022		
	Actual	Comments
	YTD	
	\$	
Opening Cash Balance	\$ 9,071	
Income		
Subscription Income	\$ 7,200	12 @ \$600 each
Total Income	\$ 7,200	
Expenses		
Bank Charges	\$ 47	12 months @ \$6
Jobs Forum	\$ 92	
SW Zone Brochure	\$ 3,367	
Total Expenses	\$ 3,506	
Closing Cash Balance	\$ 12,765	

RESOLUTION

Moved: President Cr Leanne Wringe
Seconded: President Cr Paula Cristoffanini

That the Financial Report be received.

CARRIED

11. EMERGING ISSUES

Nil.

12. DATE, TIME AND PLACE OF NEXT MEETINGS

12.1 2022 Meeting Dates

Meeting dates for 2022 and February 2023 are listed below.

MEETING DATE	HOST LOCAL GOVERNMENT
Friday 24 June 2022	Harvey
Friday 26 August 2022	Nannup
Friday 25 November 2022	Boyup Brook
Friday 17 February 2023	Augusta Margaret River

13.2 Next Meeting

MEETING DATE	HOST LOCAL GOVERNMENT
Friday 24 June 2022	Shire of Harvey

13. CLOSURE

There being no further business the Chair declared the meeting closed at 12:09pm.