



PILBARA  
REGIONAL  
COUNCIL

ORDINARY COUNCIL MEETING

# MINUTES

Notice is hereby given that an  
Ordinary Meeting of Council was held  
at LGIS (Boardroom), 170 Railway Parade  
West Leederville WA 6007  
on 25 June 2018 at 10:30am

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unendorsed minutes

# OUR VISION

Efficient, cooperative and sustainable local government across the Pilbara, contributing to a region of social and economic prosperity.

# OUR MISSION

To be a passionate and influential advocate for the Pilbara region. To improve efficiency and governance through regional service delivery. To partner with industry to ensure that our members receive equitable economic return.

# OUR KEY FOCUS AREAS

We aim to achieve our Vision through consistent delivery in our four Key Focus Areas, the core components of our business.

## REGIONAL SERVICE DELIVERY

We work with our members to improve efficiencies across the region, through a best-practice approach to bureau service delivery.

## A VOICE FOR THE PILBARA

We provide regional advocacy for the Pilbara to facilitate positive change in the region and champion the interests of our member councils.

## EFFICIENCY & EFFECTIVENESS

We strive to be an effective and efficient organisation in project management, local government compliance and engagement with members.

## ECONOMIC VALUE

We deliver economic value by identifying opportunities for economies of scale and targeted funding to enhance member councils' compliance, capacity and capability.

# OUR VALUES

## ACCOUNTABILITY

We hold ourselves fully accountable to our stakeholders, and for all that we do.

## HONESTY

We are honest at all times, including about our capacity and unique capabilities.

## INNOVATION

We see things differently and aren't afraid to challenge the status quo.

## EXCELLENCE

We deliver outcomes for the region that are considered excellent by our stakeholders.

## ENTHUSIASM

We are passionate and enthusiastic about our work and our colleagues.

## COLLABORATION

We work willingly with others to share knowledge and deliver value.

## RESPECT

We value the opinions of others, and approach all with dignity and respect.

## INTEGRITY

We hold ourselves to a strong ethical standard, and expect the same from others

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## 1. ADMINISTRATIVE MATTERS

### 1.1. Official Opening

The Chairperson declared the Ordinary Meeting of Council open at 10:31am

### 1.2. Acknowledgement of Traditional Owners

The PRC acknowledges the traditional owners of the land on which we meet, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to their elders both past and present.

### 1.3. Attendance

<b>Councillors:</b>	Cr Peter Long Cr Kerry White Cr Peter Foster Cr Lynne Craigie Cr Anita Grace Cr Camilo Blanco Cr Louise Newbery	Mayor, City of Karratha President, Shire of Ashburton, WALGA Zone rep. Councillor, Shire of Ashburton, Deputy Chairperson, PRC President, Shire of East Pilbara and Chairperson, PRC Councillor, Shire of East Pilbara Mayor, Town of Port Hedland Councillor, Town of Port Hedland
<b>PRC Staff:</b>	Mr Tony Friday Mr Alexis Guillot Ms Melody Pia	Chief Executive Officer Deputy CEO Administrator
<b>Guests:</b>	Mr Chris Adams Mr Jeremy Edwards Mr Rob Paull	CEO, City of Karratha CEO, Shire of Ashburton CEO, Shire of East Pilbara
<b>Members of the Public:</b>	Mr John Filippone Ms Engel Prendergast Ms Nina Hewson Cr Linton Rumble Mr Paul Rosair	Executive Manager Business Solutions Senior Road Safety Consultant, WALGA Local Government Policy and Engagement Manager, WALGA Councillor, Shire of Ashburton Principal, NAJA Business Consulting Services
<b>Apologies:</b>	Cr Daniel Scott Mr David Pentz	Councillor, City of Karratha CEO, Town of Port Hedland
<b>Absent:</b>		
<b>Leave of Absence:</b>		

Meeting Type	Date	Location	Cr Long	Cr White	Cr Foster	Cr Craigie	Cr Grace	Cr Blanco	Cr Newberry	Cr Scott
OCM	31/10/17	WALGA	X	X	X	X	X	X	-	-
OCM	05/12/17	WALGA	X	X	X	X	X	X	X	X
OCM	22/02/18	WASL	X	X	X	X	X	X	Cr Arif	X
SCM	26/03/18	CCC	X	X	Cr Rumble	X	X	X	X	X
OCM	01/05/18	Crown	X	X	X	X	X	X	X	X
OCM	25/06/18	LGIS	X	X	X	X	X	Late	Late	-

### 1.4. Application(s) for leave of absence

The Chairperson called for any Councillors wishing to apply for a leave of absence.

Nil received.

## **2. PUBLIC QUESTION TIME**

The Chairperson called for questions from members of the public attending the meeting.

Nil received

## **3. DECLARATIONS BY MEMBERS**

### **3.1. Oath(s) of office**

Nil received

### **3.2. Due consideration by Councillors of the agenda**

Councillors have given due consideration to all matters contained in the Agenda before the meeting.

### **3.3. Declaration(s) of conflict of interest**

Nil received.

## 4. DEPUTATIONS / PRESENTATIONS

### 4.1. Department of Transport, Sarah Court, Coordinator Regional Bike Networks

Ms Court was an apology.

### 4.2. WA Defence Review, Serge Desilva-Ranasinghe, Managing Editor

Mr Desilva-Ranasinghe provided a brief overview of the defence in the north west policy issue, the report delivered in 2017, and how WA Defence Review is supporting Western Australia's interests in the defence space.

This presentation is relevant to the PRC's approved Strategic Community Plan and Corporate Business Plan.

Key Focus Area: *A Voice for the Pilbara*

Strategic Outcome: *We provide regional advocacy for the Pilbara, to facilitate positive change in the Region and champion the interests of our member councils.*

Strategy: *- We will work with other organisations and agencies to promote the Pilbara Region.*

### 4.3. Department of Local Government, Sport and Cultural Industries, Nina Hewson, Local Government Policy and Engagement Manager

Ms Hewson spoke to the WALGA Zone updates as follows:

- Local Government Act 1995 Review
- Local Government (Suspension and Dismissal) Bill 2018
- Aged Care – Multicultural Café
- Regional Engagement
- Meet the Minister
- Reminder 'Search Diversity WA'
- Puppy Farming
- MyCouncil Update
- Community Sporting and Recreation Facilities Fund
- KidSport
- Moore River 100<sup>th</sup> Year Anniversary Commemoration
- No Less Worthy Publication
- 2018 REconciliation Week Street Banner Project
- New look website for DLGSC

This presentation is relevant to the PRC's approved Strategic Community Plan and Corporate Business Plan.

Key Focus Area: *A Voice for the Pilbara*

Strategic Outcome: *We provide regional advocacy for the Pilbara, to facilitate positive change in the Region and champion the interests of our member councils.*

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## 5. CONFIRMATION OF PREVIOUS MINUTES

### 5.1. Ordinary Council Meeting held on 01 May 2018

<b>Responsible Officer:</b>	PRC Chairperson
<b>Action Officer:</b>	PRC Chairperson
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	PRC OCM – 01 May 2018 – Unendorsed / Unconfirmed Minutes (attached as a stand-alone document)

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#### Comments/Discussion

Cr Craigie received a query relating to the minutes that has been resolved by email.

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#### Officer's Recommendation

That the minutes of the Pilbara Regional Council Ordinary Meeting of Council held on 01 May 2018 be confirmed as a true and correct record of proceedings.

#### Council Resolution:

As per officer's recommendation.

<b>Resolution No:</b>	FY18-108
<b>Voting Requirement:</b>	Simple Majority
<b>Moved:</b>	Cr White
<b>Seconded:</b>	Cr Foster
<b>Result:</b>	5/0 Carried

## 6. EXECUTIVE REPORTS

### 6.1. Response to questions taken on notice

<b>Responsible Officer:</b>	Chief Executive Officer
<b>Action Officer:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	Nil

Item	Subject	Actions/Answers
Nil		

Nil received.

### 6.2. Business and action items arising from meetings

<b>Responsible Officer:</b>	Chief Executive Officer
<b>Action Officer:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil

Resolution no./Item no.	Meeting	Action Arising	Completed/Carried Forward
Item 5.7 Advocacy	-	PRC CEO to regularly keep Councillors updated on progress made against advocacy objectives.	Standing item
Item 5 Confirmation of Previous Meeting Minutes	17 May 2017	Chairperson requested that CEO to email digital minutes from PRC meeting to all member Councillors.	Standing item
	01 May 2018	That Cr Blanco and Cr Foster be copied to all future correspondence to Councillors.	Standing item
Item 7.8	22 Feb 2018	Provide further details relating to the name of the Councillor in question and the nature of the communications with that Councillor to Cr Blanco.	Response provided to Cr Blanco  Completed

### Officer's Recommendation

That Council receive the progress update as presented.

### Council Resolution:

As per officer's recommendation.

<b>Resolution No:</b>	FY18-109
<b>Voting Requirement:</b>	Simple Majority
<b>Moved:</b>	Cr Long
<b>Seconded:</b>	Cr Foster
<b>Result:</b>	5/0 Carried

### 6.3. WALGA State Council President's report

<b>Responsible Officer:</b>	WALGA Chairperson or representative
<b>Action Officer:</b>	WALGA Chairperson or representative
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	6.3 - President's Report

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#### Purpose

To provide a summary of issues affecting the broader local government sector.

#### Comments/Discussion

WALGA Chair spoke to the most recent State Council President's Report.

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#### Officer's Recommendation

That Council receive the President's report as presented.

#### Council Resolution:

As per officer's recommendation.

<b>Resolution No:</b>	FY18-110
<b>Voting Requirement:</b>	Simple Majority
<b>Moved:</b>	Cr Foster
<b>Seconded:</b>	Cr Long
<b>Result:</b>	5/0 Carried

## 6.4. Chairperson's report

<b>Responsible Officer:</b>	PRC Chairperson
<b>Action Officer:</b>	PRC Chairperson
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	Nil

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### Purpose

To provide a summary of the Chairperson's activities.

### Chairperson's report

Each year, Leadership WA brings a group of current and emerging leaders to the Pilbara on a regional field trip to expand their knowledge of the issues and opportunities that face the region. It was a pleasure to hear that the LeadershipWA field trip attendees enjoyed their tour, and left with a renewed sense of the economic importance of the region, and also an appreciation of the rich culture of the Pilbara. The three-day tour encompassed the Ngarliyarndu Bindirri Aboriginal Corporation, the Ngurin Cultural Centre, Pilbara Ports Authority and Karratha and Districts Chamber of Commerce and Industry. They also toured ancient rock art on the Burrup Peninsula.

It was also very pleasing to hear that the State Government has approved the next phase of a distributed energy resources project in Onslow, similar to the solar systems in place in Marble Bar and Nullagine. As we heard at the recent Hot Topix conference, the Pilbara enjoys vast potential for solar energy production, and this latest development is one more step along the pathway to becoming a vital regional solar energy supplier (and potentially exporter).

Whilst mentioning the Hot Topix Forum, I am thankful to so many senior delegates who agreed to attend the Forum and share their views with other participants. Of particular note are the WA Premier and Minister MacTiernan, along with representatives from the Federal Department of Prime Minister and Cabinet, each of whom have incredibly busy professional diaries but still made time to come along. The range and quality of delegates to the Forum illustrates the continuing importance of the Pilbara region to the national and state accounts. I would also like to extend a thank you to the staff that worked long hours to bring this event to us, and to ensure that it was run to an extremely professional standard.

On a less positive note, I was dismayed to read that JetGo have been placed into administration. The City of Karratha and others have been working closely with this organisation to bring both international and domestic passengers into the region. Unfortunately, aviation is a tough game, and we can only hope that the company is able to trade its way through these difficult times.

Two review processes are underway at the moment, the review of the WA Planning Framework, and a WALGA review of economic development initiatives across the sector. The PRC team have been working on a regional response for both of these, and I thank members for any input that they have offered to this process. It is particularly important that we offer a response to the WA Planning Framework review (both individually and collectively) because the Pilbara suffers some unique issues that are not necessarily present in other parts of the State, and it is important that these are surfaces through our submissions.

Finally, our functional review process is well underway, with external consultants speaking to a broad array of stakeholders. I am looking forward to receiving their draft report in the coming weeks and to some robust discussion around the table regarding future strategic directions for the PRC.

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### Officer's Recommendation

That Council receive the Chairperson's report as presented.

### Council Resolution:

As per officer's recommendation.

<b>Resolution No:</b>	FY18-111
<b>Voting Requirement:</b>	Simple Majority
<b>Moved:</b>	Cr White
<b>Seconded:</b>	Cr Grace
<b>Result:</b>	5/0 Carried

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## 6.5. Mayors and Shire Presidents updates

<b>Responsible Officer:</b>	Individual Mayors / Shire Presidents
<b>Action Officer:</b>	Individual Mayors / Shire Presidents
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	Nil

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### Purpose

To provide a summary on matters relating to member LGAs.

### Comments/Discussion

The PRC is a regional body tasked with fostering regional cooperation and collaboration. Sharing of issues and knowledge is central to this process, allowing matters of common interest to be explored and debated.

Mayors & Shire Presidents are invited to share statutory, economic and/or community matters that impact the broader region or could be utilised more broadly for the benefit of the region.

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### Officer's Recommendation

That Council receive the Mayors and Shire Presidents verbal updates as presented.

### Council Resolution:

As per officer's recommendation.

<b>Resolution No:</b>	FY18-112
<b>Voting Requirement:</b>	Simple Majority
<b>Moved:</b>	Cr Foster
<b>Seconded:</b>	Cr Long
<b>Result:</b>	5/0 Carried

## 6.6. CEO report

<b>Responsible Officer:</b>	Chief Executive Officer
<b>Action Officer:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	Nil

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### Purpose

To provide a summary of the PRC's activities for the period since the last OCM.

### CEO report

It has certainly been a busy period since the last Council meeting, with a number of project and advocacy initiatives coming to fruition.

The Pilbara Kimberley 'Hot Topix' Forum was held on 01-02 May at Crown Resort, and attracted a large number of high calibre speakers and delegates. The PRC has received commendations from both Federal and State delegates for the challenging nature of the debate and the conduct of the event itself. To achieve this, and to show a slight surplus from the activity, is testimony to the effort that the PRC staff devoted to making this a success. Coming off the back of the Hot Topix Forum, the PRC has been asked to arrange a regional visit by senior executives from:

- the Office of Northern Australia,
- the Northern Australia Infrastructure Fund, and
- the Federal Department of Treasury (Canberra and Perth delegates)

In partnership with the Pilbara Development Commission, the group will visit the region in August to meet with key regional stakeholders and develop a greater appreciation for the challenges and opportunities that are offered by the Pilbara region.

Since the past Council meeting, the PRC has finalised four projects and successfully acquitted associated grant funding. These have included:

- Karratha / Port Hedland border signs, delivered with 17K surplus,
- Regional entry signs, delivered with 13K surplus,
- Shire of East Pilbara historical records project, delivered with 12K surplus, and
- Shire of East Pilbara age friendly strategy, delivered with 3K surplus.

In particular, the Newman historical records community workshops were a huge success (FYI item in the agenda with sample email received), and the draft historical record management plan is with the Shire for endorsement. Similarly, the Shire of East Pilbara aged friendly strategy has had the community workshops and executive workshops finished and the final draft strategy with the Shire for endorsement.

We are at last seeing some movement on the Warlu Way signage project, with five interpretative panels and five welcome signs booked for installation in late June (in BA/DA approval cycle at time of writing). Every stakeholder that we have spoken with regarding this project has noted the long-overdue nature of the work, and to will be pleasing to see some better context offered to tourists (and locals) around this regional drive trail.

Finally, I am pleased to present to Council a portfolio of activities for consideration for the FY19 period. These activities arose from discussions with each of the individual member local government CEOs and leadership teams, and has been presented as a portfolio to the combined CEOs for their comment

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### Officer's Recommendation

That Council receive the CEO report as presented.

### Council Resolution:

As per officer's recommendation.

<b>Resolution No:</b>	FY18-113
<b>Voting Requirement:</b>	Simple Majority
<b>Moved:</b>	Cr Foster
<b>Seconded:</b>	Cr White
<b>Result:</b>	5/0 Carried

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## 6.7. Monthly financial reports and warrants of payments

<b>Responsible Officer:</b>	Chief Executive Officer
<b>Action Officer:</b>	PRC Administration
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	6.7 - Monthly Financial Report and Warrants of Payments

### Purpose

To seek Council's consideration and adoption of the Statements of Financial Activity.

### Background

The PRC Council is required to review and approve the PRC expenditure and financial position on a regular basis. The PRC's financial system is Xero, which generates Monthly Financial Reconciliations that show the PRC's expenditure and financial position on a monthly basis. Excel spreadsheets are used to provide statutory compliant reporting based on the Xero output. To enable the reporting of material variances to be consistent and compliant with the Local Government Financial Management Regulations (FMR 34) the Council adopted the material variance threshold of plus/minus 10% at sub-program and /or individual project level as per FM 34(1)(d), for the financial year in accordance with Australian Accounting Standards (AAS 5).



The Local Government Act Financial Regulations require that a statement of financial activity, including reporting on revenue and expenditure, an explanation of the composition of net current assets and an explanation of any material variances between actual and (now) revised budget allocations be presented to Council to consider for inclusion in the minutes of the meeting.

### Reporting Period:

The following financial statements for the periods encompassing 01 April 2018 to 31 May 2018 are attached.

1. Comprehensive Income Statement by Program;
2. Comprehensive Income Statement by Nature/Type;
3. Statement of Financial Position;
4. Statement of Changes in Equity;
5. Statement of Cash Flows;
6. Statement of Financial Activity;
7. Statement of Current Assets and Current Liabilities;
8. Supporting Schedules detailing income and expenditure.

The following table is a summary of the Financial Activity Statement Report compared to the budget:

FY18 (for the month ended 31 May 2018)	Endorsed Budget	YTD Budget	YTD Actual	YTD Variance	Impact on Surplus
Revenue	\$1,897,278	\$1,824,814	\$1,511,259	<b>(\$313,555)</b>	
Expense	<b>(\$2,588,991)</b>	<b>(\$2,207,241)</b>	<b>(\$1,815,538)</b>	\$391,703	
Surplus/(Deficit) 17/18	<b>(\$691,713)</b>	<b>(\$382,427)</b>	<b>(\$304,279)</b>		

\* Council approved deficit budget, recognising that the deficit arises from unexpended grant revenue carried forward from FY17.

### Comments/Discussion

It has been a customary practice that whilst being a leader in the community, we meet our terms of credit as established between suppliers and aspire to obtain discounts where practicable. Payments have been approved by authorised officers in accordance with agreed delegations and policy frameworks.

## Policy Implications

Council policy P-012 applies to this report.

Staffs are required to ensure that they comply with P-012 – Purchasing policy and that budget provision is available for any expenditure commitments.

## Consultation

Officers have been involved in the approvals of any requisitions, purchase orders, invoicing and reconciliation matters.

## Legislative Implications

Local Government (Financial Management) Regulations 1996, reg. 13 & 34.

## Financial Implications

Payments are made under delegated authority and are within defined and approved budgets.

## Strategic Implications

This item is relevant to the PRC's approved Strategic Community Plan and Corporate Business Plan.

Key Focus Area: *Efficient & Effectiveness*

Strategic Outcome: *We promote good governance and meet all compliance requirements.*

Strategy: *We will fairly and transparently report back to our stakeholders on activities and performance.*

## Risk Management considerations

Favourable terms of trade reduce the risk of penalties, loss of quality services.

## Impact on capacity

There is no impact on capacity or resourcing to carry out the Officer's recommendation.

## Options

1. Option 1: As per Officer's recommendation.
2. Option 2: That Council by Simple Majority pursuant to Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Administration) Regulations 1996 resolves to RECEIVE the Financial Report and Warrant of Payments for the nominated financial period.
3. Option 3: That Council by Simple Majority pursuant to Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Administration) Regulations 1996 resolves to NOT RECEIVE the Financial Report and Warrant of Payments for the nominated financial period.

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## Officer's Recommendation

That Council by Simple Majority pursuant to Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Administration) Regulations 1996 resolves to RECEIVE Financial Report and Warrant of Payments for the nominated financial period as presented.

## Council Resolution:

As per officer's recommendation.

<b>Resolution No:</b>	FY18-114
<b>Voting Requirement:</b>	Simple Majority
<b>Moved:</b>	Cr Long
<b>Seconded:</b>	Cr Grace
<b>Result:</b>	5/0 Carried

## 6.8. Activity acquittal reports

<b>Responsible Officer:</b>	Chief Executive Officer
<b>Action Officer:</b>	Deputy CEO
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	6.8 - Activity acquittal report

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### Purpose

To inform Council of various activities, progress made since the last OCM and next steps for endorsed operational activities.

### Background

Council endorsed the FY18 portfolio of activities at the June 2017 OCM (Council resolution FY17-85).

The processes that led to the proposed portfolio consisted of:

- A data gathering stage with FY17 reference group members early 2017.
- A pre-feasibility assessment based on all of the information gathered throughout FY17;
- The formulation of an initial list of possible activities for CEOs consideration;
- A planning day with regional leaders hosted in Port Hedland on the 8 June 2017 with member CEOs and a number of their Directors/Executives to draw out areas of regional concern and workshop potential activities to address these concerns;
- The workshop informed the formulation of a draft list of activities that were subsequently prioritised by all member CEOs;
- Member CEOs ran whatever process they deemed necessary to engage their own elected members to support informed decision making by PRC Council;
- Translated the output into basic Project Concept Documents (PCDs) (intent, outcomes, deliverables, and success measures);
- Robust discussion by PRC Councillors at the June OCM to decide which activity will be delivered in FY18.
- The Council endorsed activities were developed into detailed PCDs (drafts for discussions).
- Various cycles of collaboration, robust reviews, clarification and refinement through the socialisation of the detailed PCDs with member CEOs (July 2017).
- Agreed PCDs moved to planning, and execution under the oversight of Reference Group nominees.
- Outstanding PCDs are still subject to discussions with the member CEOs in order to get the scope, outcomes and benefits 'right' upfront.
- A mid-point activity update is presented to Council to report on achievements between 01 July and 30 December.

Activities fall into three broad categories:

- New activities for FY18, replacing activities that have been completed in the previous year.
- Continuing activities for FY18, representing activities from the previous FY that have either not been completed or have enduring external funding that needs to be acquitted.
- Advocacy activities for FY18, representing issues that members feel are current and that the PRC can offer an effective advocacy and lobbying voice towards a defined outcome.

### Comments/Discussion

Period covered: 01 July 2017 – 10 June 2018.

Each project concepts established linkages to the member's own strategic and corporate planning documents in recognition that our successes are entirely dependent on helping our members being successful in their own objectives.

**Policy Implications**

Nil

**Consultation**

Activities and ongoing progress against endorsed objectives and key results are discussed with member officers on a regular basis.

Reference Group members have been consulted and involved in the review of activity updates and next steps leading to the formulation of this agenda item.

A list of all Reference Group members and other contacts is noted in ATTACHMENT 6.8.

**Legislative Implications**

Nil

**Procurement Implications**

Nil

**Financial Implications**

All activities are consistent with the endorsed PRC project budget.

**Strategic Implications**

This item is relevant to the PRC's approved Strategic Community Plan and Corporate Business Plan. Specifically, every activity is mapped against a Key Focus Area and Strategic outcomes to ensure consistency, fit and alignment with endorsed Council strategies.

**Risk Management considerations**

Nil

**Impact on capacity**

There is no impact on capacity or resourcing to carry out the Officer's recommendation.

**Relevant precedents**

Nil

**Options**

- Option 1: As per Officer's recommendation.
- Option 2: That Council resolves to defer consideration of this item pending further information.
- Option 3: Any other option that Council deems appropriate.

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**Officer's Recommendation**

That Council receive the activity acquittal report as presented.

**Council Resolution:**

As per officer's recommendation.

<b>Resolution No:</b>	FY18-115
<b>Voting Requirement:</b>	Simple Majority
<b>Moved:</b>	Cr Long
<b>Seconded:</b>	Cr Grace
<b>Result:</b>	5/0 Carried

## 6.9. Advocacy acquittal report

<b>Responsible Officer:</b>	Chief Executive Officer
<b>Action Officer:</b>	PRC Advocacy
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	6.9 - Advocacy acquittal report

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### Purpose

To inform Council of the most recent advocacy activities on behalf of the region.

### Background

Following the March State Election, the PRC began work on a new portfolio of advocacy topics to be taken forward in FY18.

A planning workshop with regional leaders was hosted in Port Hedland on the 8 June 2017 with member CEOs and a number of their Directors/Executives to draw out areas of regional concern and workshop potential advocacy initiatives to address these concerns.

This led to the formulation of an initial list of possible advocacy topics for CEOs discussion.

At the June Council meeting, the PRC offered a list of advocacy topics, together with the portfolio of project activities, for endorsement. Council resolved unanimously in FY17-85 to support the below topics for further development with CEOs:

- Northern Australia Forum (re-named 'Pilbara Kimberley Forum 2018' according to Council Resolution FY18-16 and moved to Activities portfolio for reporting purposes),
- Funding Attraction,
- WALGA Engagement,
- Regional Air Access,
- Transient Worker Accommodation Policy, and
- Defence Presence in the Pilbara.

The PRC further recommended the formation of a 'Voice for the Pilbara' subcommittee of Council to oversee the development of the advocacy position and key messages. This was brought forward to the June OCM for consideration, however, Council chose to set aside the item noting their preference for the advocacy process, positions and key messages to be developed with the member CEOs and provided to individual member Councils for discussions and comments prior to coming back to the PRC Council (FY17-86-90). The PRC has been working with four member CEOs on a developing an advocacy engagement and approval process.

### Comments/Discussion

Period covered: 01 July 2017 – 10 June 2018.

### Policy Implications

Nil

### Consultation

Member CEOs have been consulted and involved in the review of activity updates and next steps. Other stakeholders are noted in ATTACHMENT 6.9.

### Legislative Implications

Nil

**Procurement Implications**

Nil

**Financial Implications**

All activities are consistent with the endorsed PRC project budget.

**Strategic Implications**

This item is relevant to the PRC's approved Strategic Community Plan and Corporate Business Plan. Specifically, every activity is mapped against a Key Focus Area and Strategic outcomes to ensure consistency, fit and alignment with endorsed Council strategies.

**Risk Management considerations**

Nil

**Impact on capacity**

There is no impact on capacity or resourcing to carry out the Officer's recommendation.

**Relevant precedents**

Nil

**Options**

1. Option 1: As per Officer's recommendation.
2. Option 2: That Council resolves to defer consideration of this item pending further information.
3. Option 3: Any other option that Council deems appropriate.

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**Officer's Recommendation**

That Council receive the advocacy acquittal report as presented.

**Council Resolution:**

As per officer's recommendation.

<b>Resolution No:</b>	FY18-116
<b>Voting Requirement:</b>	Simple Majority
<b>Moved:</b>	Cr Long
<b>Seconded:</b>	Cr Grace
<b>Result:</b>	5/0 Carried

## 7. MATTERS FOR DISCUSSION / DECISION

### 7.1. Minutes from the Audit and Risk Committee meeting 2018-06-22

<b>Responsible Officer:</b>	ARC Chairperson
<b>Action Officer:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	7.1 – Minutes of the ARC meeting 2018-06-22 (tabled as a late item)

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#### Purpose

To consider minutes and recommendations from the Audit and Risk Committee meeting held on 22 February 2018.

#### Background

The following matters were considered on the agenda:

- Meeting minutes from the 21 February 2018 meeting
- Internal Audit Portfolio
- Outcome of Ausshredding Recovery Process
- Review of Risk Register
- Contingent Liability attached to Green Waste Processing Contract
- Insurance Renewal Report
- Interim Audit Results

#### Summary of ARC Recommendations (minutes to be tabled as a late item)

Audit and Risk Committee resolutions will be tabled at the Ordinary Council meeting due to timing of meetings.

#### Comments/Discussion

Nil.

#### Policy Implications

Council policy P-015 – Risk Management (attached) applies to this agenda item.

The Audit and Risk Committee Terms of References (ToR) applies to this item; s. 19 provides that  
*“The Audit and Risk Committee will monitor risk management implementation and performance throughout the organisation.”*

#### Consultation

The PRC Chief Executive Officer has been involved in the formation of the agenda items to the ARC. Those items have been discussed by the ARC at their last meeting.

#### Legislative Implications

*Local Government (Audit) Regulations 1996*  
*Local Government (Finance) Regulations 1996*

#### Financial Implications

Budget amendment considered by the ARC require Council endorsement and form part of this agenda as separate items.

## Strategic Implications

This item is relevant to all four key focus areas of the PRC's approved Strategic Community Plan and Corporate Business Plan.

Key Focus Area: *Efficiency & Effectiveness*  
Strategic Outcome: *We promote good governance and meet all compliance requirements.*  
Strategy: *We will continually review internal systems and processes to improve operational efficiency and effectiveness.*

## Risk Management considerations

The ARC discussed the updated PRC risk register as part of their agenda.

## Impact on capacity

There is no impact on the PRC's capacity or resourcing to carry out the Officer's recommendation.

## Relevant precedents

Nil.

## Options

- Option 1: As per Officer's recommendation.
- Option 2: That Council resolves to defer consideration of this item pending further information.
- Option 3: Any other option that Committee deems appropriate.

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## Officer's Recommendation

That Council by simple majority resolve to accept the minutes of the Pilbara Regional Council Audit and Risk Committee meeting held on 22 June 2018.

## Council Resolution:

- 1.) That Council by simple majority resolve to accept the minutes of the Pilbara Regional Council Audit and Risk Committee meeting held on 22 June 2018.
- 2.) That Council by simple majority accepts the price quotation of \$18,206.74 (inc GST) from LGIS to provide insurance to the PRC for FY19.

Resolution No: FY18-117  
Voting Requirement: Simple Majority  
Moved: Cr Long  
Seconded: Cr White  
Result: 5/0 Carried

## 7.2. FY19 Portfolio of Activities

<b>Responsible Officer:</b>	Chief Executive Officer
<b>Action Officer:</b>	Deputy CEO
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	7.2 – Portfolio of Project Concept Documents

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### Purpose

To seek Council's consideration of the proposed FY19 portfolio of activities.

### Background

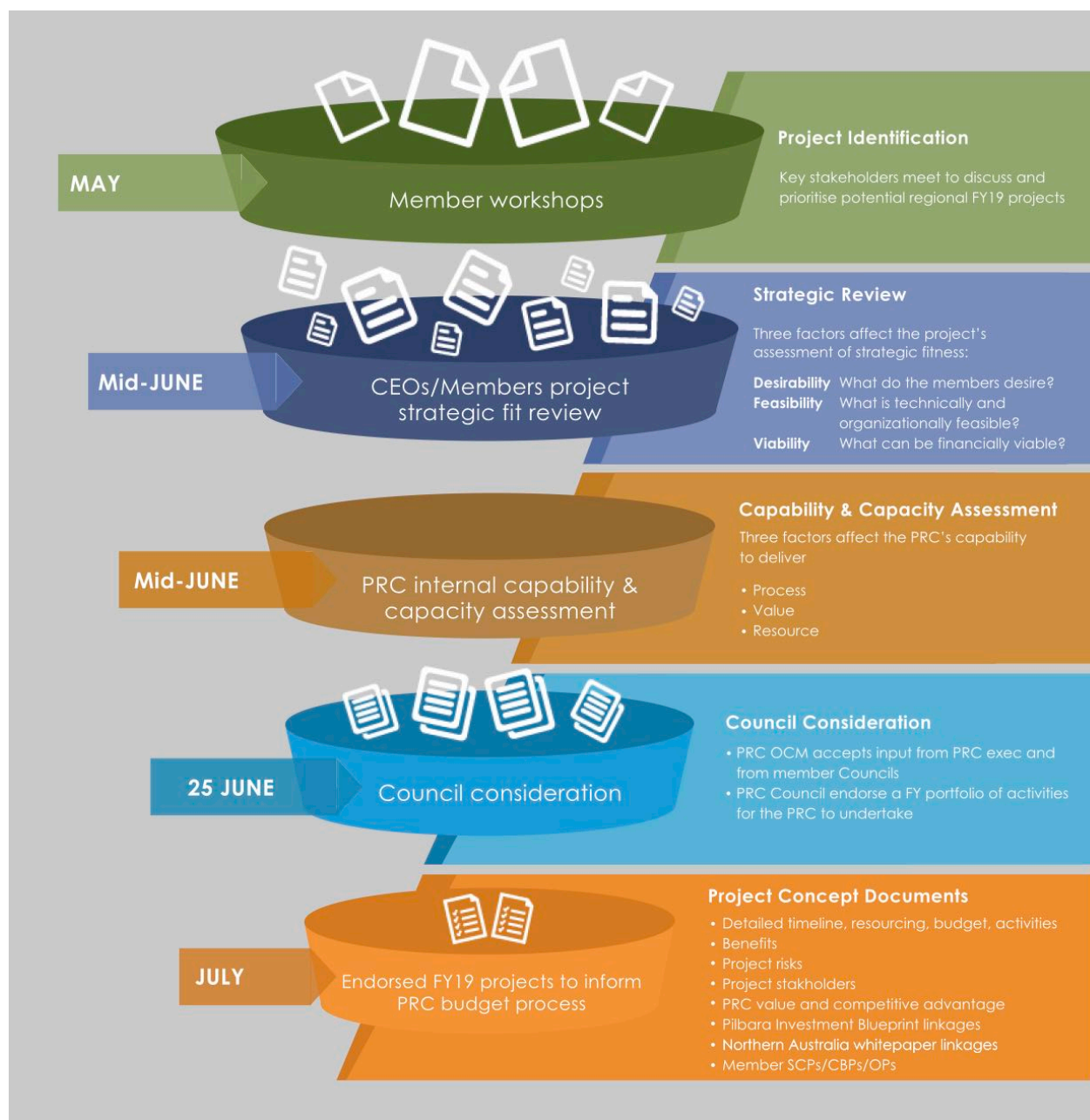
The PRC has now finalised its potential portfolio of activities, which has been formulated in collaboration with the member CEOs, their nominated Directors/Executives, and is now presented for Council's consideration.

The processes that led to the proposed portfolio consisted of:

- A data gathering stage with reference group members throughout 2018.
- A pre-feasibility assessment based on all of the information gathered throughout FY19;
- A series of regional meetings with CEOs and Executives in the Pilbara to draw out areas of regional concern, and workshop potential activities to address these concerns;
- Translated the output into basic Project Concept Documents (PCDs) (intent, enablers, initiatives, and success measures);
- CEO discussions informed the formulation of a draft prioritised list of activities;
- Member CEOs ran whatever process they deemed necessary to engage their own teams and elected members to support informed decision making by PRC Council;
- Internal PRC capability and capacity assessment of the priority list, and resourcing planning for FY19;
- Translated the output into updated basic Project Concept Documents (PCDs) for Council discussion at the June PRC OCM;
- Robust discussion by PRC Councillors at the June OCM to decide which concept will be endorsed for delivery in FY19.
- The endorsed activities will be developed into short business cases, providing a more granular view of each activity, key milestones, schedule, costs, and linkages to member LGAs and other regionally relevant strategic plans.
- Rounds of internal peer-review on those PCDs;
- Various cycles of collaboration, robust reviews, clarification and refinement through the socialisation of the detailed PCDs with the member CEOs until scope has been agreed.

The portfolio development process is summarised in the funnel diagram on the next page.

## Comments/Discussion



## Policy Implications

Nil.

## Consultation

Face-to-face planning workshops with each of the CEOs and their Leadership teams were held in the City of Karratha, Town of Port Hedland, and Shire of East Pilbara late May 2018. A teleconference with the Shire of Ashbruton CEO and Leadership team was held early June.

The workshops with the CEOs and their Directors/Executives were used to:

- Discuss the state of FY18 activities
- Discuss the acquittal of FY18 activities
- Draw out areas of specific concerns to the LGA
- Draw out areas of specific interest for the PRC to explore for the LGA
- Draw out regional concern and interest in the PRC exploring them
- Workshop potential activities to address all of the above.

Member CEOs prioritised the proposed activities.

Member CEOs ran whatever process they deemed necessary to engage their own elected members to support informed decision making by PRC Council prior to the June OCM.

The un-endorsed activities have been discussed with WALGA and the PDC Executives to ensure cross-sector and regional collaboration.

Endorsed activities will be further mapped to the Pilbara Investment Blueprint objectives.

Group nominees for each endorsed activity will be sought from member CEOs, consulted and involved in the formulation of detailed PCDs, and the on-going review of activities.

### **Legislative Implications**

Nil.

### **Financial Implications**

All activities will need to be consistent with the proposed PRC FY19 budget, subject to Council endorsement.

### **Strategic Implications**

This item is relevant to the PRC's approved Strategic Community Plan and Corporate Business Plan. Specifically, every activity is mapped against a Key Focus Area and Strategic outcomes to ensure consistency, fit and alignment with endorsed Council strategies.

### **Risk Management considerations**

Nil.

### **Impact on capacity**

There is no impact on the PRC's capacity or resourcing to carry out the Officer's recommendation.

### **Relevant precedents**

Nil.

### **Options**

- Option 1: As per Officer's recommendation.
- Option 2: That Council resolves to defer consideration of this item pending further information.
- Option 3: Any other option that Committee deems appropriate.

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### **Officer's Recommendation**

That Council by simple majority resolve to:

1. Instruct the PRC CEO to endorse the following portfolio of activities during FY19:
  - \_\_\_\_\_
2. Work with member CEOs to agree on detailed scope of activities and benefit sought for each.

### **Council Resolution:**

That Council by simple majority instruct the PRC to:

- Prepare an agenda item for the member Councils to consider the proposed FY19 projects and rank them according to priority
- Lay the item on the table until the next Ordinary Council Meeting at the end of August pending receipt of member Council priorities lists.

<b>Resolution No:</b>	FY18-118
<b>Voting Requirement:</b>	Simple Majority
<b>Moved:</b>	Cr Foster
<b>Seconded:</b>	Cr Long
<b>Result:</b>	5/0

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**Council Resolution:**

In accordance with Section 5.23(2) of the Local Government Act 1995, that Council by simple majority resolves to move in-camera and resolves to suspend Standing Orders.

**Resolution No:** FY18-119  
**Voting Requirement:** Simple Majority  
**Moved:** Cr Foster  
**Seconded:** Cr White  
**Result:** 7/0 Carried

---

**Council Resolution:**

That the Pilbara Regional Council authorise the City of Karratha representatives to seek independent legal advice as to the current status of the Chief Executive Officer's contract and tenure.

**Resolution No:** FY18-120  
**Voting Requirement:** Simple Majority  
**Moved:** Cr Long  
**Seconded:** Cr White  
**Result:** 7/0 Carried

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**Council Resolution:**

That Council by simple majority resolves to move ex-camera and resume Standing Orders.

**Resolution No:** FY18-121  
**Voting Requirement:** Simple Majority  
**Moved:** Cr White  
**Seconded:** Cr Foster  
**Result:** 7/0 Carried

*Mr Rosair was called in to the meeting for confidential discussion at 11:45am.*

*Cr Blanco joined the meeting at 11:55am.*

*Cr Newbery joined the meeting at 12:00pm.*

*The Chair called for a short break at 12:35pm.*

*The meeting recommenced at 12:50pm.*

*The Chair called in the presenter from WA Defence at 12:51pm.*

### 7.3. WALGA State Council agenda – Zone input

<b>Responsible Officer:</b>	Zone Representative (Cr White)
<b>Action Officer:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	7.3 – WALGA State Council Agenda and Attachments

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#### Purpose

To consider recommendations arising from the WALGA State Council Agenda (4 July 2018).

#### Background

The PRC's Ordinary Council Meetings perform a dual function as the Pilbara Zone meeting for the WA Local Government Association (WALGA). At each Pilbara OCM that coincides with the release of a WALGA State Council Agenda, PRC Councillors acting in their capacity as regional representatives, will consider and provide feedback on the Agenda to WALGA.

#### Comments/Discussion

WALGA's recommendations are noted below for Pilbara zone consideration.

#### Policy Implications

Nil

#### Consultation

The Pilbara zone representative, Cr White was requested to issue the agenda and solicit feedback on the State Agenda recommendations.

#### Legislative Implications

Nil

#### Financial Implications

Nil

#### Strategic Implications

This item is relevant to the PRC's approved Strategic Community Plan and Corporate Business Plan. In particular the Operational Plan provided for this activity:

Key Focus Area:	<i>A Voice for the Pilbara</i>
Strategic Outcome:	<i>We provide regional advocacy for the Pilbara, to facilitate positive change in the Region and champion the interests of our member councils.</i>
Strategy:	<i>- We will identify critical issues and provide comment to our member councils to facilitate a regional discussion and response.</i>

#### Risk Management considerations

Nil

#### Impact on capacity

There is no impact on capacity or resourcing to carry out the Officer's recommendation.

### Relevant precedents

Council has previously considered and endorsed WALGA State Council recommendations as part of the ordinary council meeting.

### Options

- Option 1: As per WALGA recommendation.
- Option 2: That Council only adopt the following recommendations: \_\_\_\_\_.
- Option 3: Any other option that Council deems appropriate.

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### WALGA's Recommendation

1. That the Pilbara zone supports the recommended position and actions of WALGA for '5.1 Update Climate Change Policy Statement' as published for WALGA State Council Agenda for July 2018.
2. That the Pilbara zone supports the recommended position and actions of WALGA for '5.2 Interim Submission – Model Subdivision' as published for WALGA State Council Agenda for July 2018.
3. That the Pilbara zone supports the recommended position and actions of WALGA for '5.3 Interim Submission – Position Statement – Housing on lots less than 100m2' as published for WALGA State Council Agenda for July 2018.
4. That the Pilbara zone supports the recommended position and actions of WALGA for '5.4 Policy for Restricted Access Vehicles on Roads Not on an Approved Network During Harvest' as published for WALGA State Council Agenda for July 2018.
5. That the Pilbara zone supports the recommended position and actions of WALGA for '5.5 WA State Library Strategy Implementation Plan and Consultation Report' as published for WALGA State Council Agenda for July 2018.
6. That the Pilbara zone supports the recommended position and actions of WALGA for '5.6 *Aboriginal Heritage Act 1972* Review Submission to Stage 1' as published for WALGA State Council Agenda for July 2018.
7. That the Pilbara zone supports the recommended position and actions of WALGA for '5.7 Interim Submission – Review of the State Industrial Relations System' as published for WALGA State Council Agenda for July 2018.

### Council Resolution:

1. That the Pilbara zone supports the recommended position and actions of WALGA for '5.1 Update Climate Change Policy Statement' as published for WALGA State Council Agenda for July 2018.
2. That the Pilbara zone supports the recommended position and actions of WALGA for '5.2 Interim Submission – Model Subdivision' as published for WALGA State Council Agenda for July 2018.
3. That the Pilbara zone supports the recommended position and actions of WALGA for '5.3 Interim Submission – Position Statement – Housing on lots less than 100m2' as published for WALGA State Council Agenda for July 2018.
4. That the Pilbara zone supports the recommended position and actions of WALGA for '5.4 Policy for Restricted Access Vehicles on Roads Not on an Approved Network During Harvest' as published for WALGA State Council Agenda for July 2018.
5. That the Pilbara zone supports the recommended position and actions of WALGA for '5.5 WA State Library Strategy Implementation Plan and Consultation Report' as published for WALGA State Council Agenda for July 2018.
6. That the Pilbara zone supports the recommended position and actions of WALGA for '5.6 *Aboriginal Heritage Act 1972* Review Submission to Stage 1' as published for WALGA State Council Agenda for July 2018.
7. That the Pilbara zone supports the recommended position and actions of WALGA for '5.7 Interim

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Submission – Review of the State Industrial Relations System’ as published for WALGA State Council Agenda for July 2018.

8. That the Pilbara zone requests mining camp rating be added to the next State Agenda to consider the impact of this form of ‘rate capping’.

<b>Resolution No:</b>	FY18-122
<b>Voting Requirement:</b>	Simple Majority
<b>Moved:</b>	Cr White
<b>Seconded:</b>	Cr Long
<b>Result:</b>	7/0 Carried

unendorsed minutes

## 7.4. Pilbara Kimberley Forum 2018 budget acquittal and appropriate use of surplus funds

<b>Responsible Officer:</b>	Chief Executive Officer
<b>Action Officer:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	Nil

### Purpose

To advise Council of the final budget position in relation to the Pilbara Kimberley Forum 2018, and for Council to consider which course of action is most appropriate to take regarding the surplus funds held by the PRC.

### Background

In August of 2017 Council resolved (FY18-16) that the 'Pilbara Kimberley Forum 2018' should be held in Perth with a focus on regional advocacy and issues, with day one devoted to state issues, and day two to federal issues.

The 'Hot Topix: Pilbara Kimberley Forum 2018' was successfully delivered on May 1 - 2 at the Crown Events and Conferences Centre, and post-event processes such as a delegate survey and the drafting and consultation processes regarding the event's 'Recommendations Paper' are currently underway.

In May of 2018 Council resolved (FY18-101) that the budget for both income and expense be amended from \$50,000 to \$100,000.

### Comments/Discussion

The 'Hot Topix: Pilbara Kimberley Forum 2018' was successfully delivered with an operating surplus of \$23,021, resulting from:

- \$98,086.76 in income (1.91% downward but immaterial variation on Council approved numbers), caused by:
  - lower costs than originally budgeted for when ticket prices were set,
  - higher than expected response from in sponsorship income (\$34,500 actual, forecast of \$30,000)
  - accounts for increased sales in the "session only" options developed later in the project
- \$75,065.81 in expenses (24.93% downward variation on Council approved numbers), caused by:
  - a combination of approximately \$15,000 expected surplus before the event, and
  - the fact that several contingency funds that were not utilised.

Expenses relating to the printing of the approved 'Recommendations Paper' are still expected in June, however this is expected to utilise approximately \$1,000 of the surplus.

The PRC is therefore seeking Council's view on the appropriate use/distribution of the surplus, and it is the PRC's recommendation that the surplus be provided back to members on a per attendee basis as a savings dividend.

LGA	Total Delegates	% of Delegates	Total Spend	% of Spend
Shire of Ashburton	3	14%	2,950.59	12%
City of Karratha	7	32%	7,282.01	31%
Shire of East Pilbara	9	41%	11,691.72	49%
Town of Port Hedland	3	14%	1,732.29	7%
<b>Total</b>	<b>22</b>	<b>100%</b>	<b>23,656.61</b>	<b>100%</b>

As shown in the table, Port Hedland percentage of spend of 7% at a dollar value of \$2,950 (inc. GST) compared to East Pilbara at 49% at a dollar value of \$11,691 (inc. GST) would seem to prevent on equity grounds an 'equal distribution' of the surplus on a 'per member' basis, especially given no direct 'PRC contribution' was allocated to the project of which each member would have had an equal stake in the event.

If savings dividend of \$22,000 is provided back to members in this 'per delegate' manner, this would equate to exactly \$1,000 each participating delegate and a fair distribution of savings based on contribution.

This would leave \$1,020.95 for a print run of the recommendations paper, and would also almost entirely reimburse members, who in total spent \$23,656 (inc. GST) in registration fees to attend the forum.

## Policy Implications

Nil.

## Consultation


Executives have been involved in reviewing this item.

## Legislative Implications

Nil.

## Financial Implications

\$98,086.76 in income (1.91% downward but immaterial variation on Council approved numbers) and \$75,065.81 in expenses (24.93% downward variation on Council approved numbers) has resulted in an operating surplus of \$23,021.

	Budget	Actual	Variance	Impact on Surplus
Income:	\$100,000	\$98,086.76	<b>(-\$1,913.24)</b>	
Expense:	\$100,000	\$75,247.63	\$24,752.37	
Variance:			<b>\$22,839.13</b>	

## Strategic Implications

This item is relevant to the PRC's approved Strategic Community Plan and Corporate Business Plan.

**Key Focus Area:** *Efficient & Effectiveness*

Strategic Outcome: *We promote good governance and meet all compliance requirements.*

Strategy: *We will fairly and transparently report back to our stakeholders on activities and performance.*

## Risk Management considerations

This item presents a positive risk (opportunity) in terms of demonstrating efficiencies.

## Impact on capacity

There is no impact on capacity or resourcing to carry out the Officer's recommendation.

## Relevant precedents

Nil.

## Options

- Option 1: That Council resolve to approve the funds to be retained within the PRC consolidated accounts.
- Option 2: That Council resolves to instruct the PRC CEO to refund an equitable proportion of member costs incurred in attending the event.
- Option 3: Any other option that Council deems appropriate.

**Officer's Recommendation**

That Council by simple majority resolves to support option \_\_\_\_.

**Council Resolution:**

Option 1: That Council resolve to approve the funds to be retained within the PRC consolidated accounts.

<b>Resolution No:</b>	FY18-123
<b>Voting Requirement:</b>	Simple Majority
<b>Moved:</b>	Cr Long
<b>Seconded:</b>	Cr Foster
<b>Result:</b>	7/0 Carried

unendorsed minutes

## 7.5. Implementation of the Pilbara Kimberley Forum recommendation paper

<b>Responsible Officer:</b>	Chief Executive Officer
<b>Action Officer:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	7.5.1 - FY18 PK Forum Recommendations Paper 7.5.2 - FY19 PCD - Implementation of PK Forum Recommendations 7.5.3 - FY19 Project Actions Gantt chart

### Purpose

To seek Council's approval to action the advocacy initiatives outlined in the Forum's Recommendations Paper according to the associated project plans presented in this agenda item.

### Background

In August of 2017 Council resolved (FY18-16) that the 'Pilbara Kimberley Forum 2018' should be held in Perth with a focus on regional advocacy and issues, with day one devoted to state issues, and day two to federal issues.

The 'Hot Topix: Pilbara Kimberley Forum 2018' was successfully delivered on May 1 - 2 at the Crown Events and Conferences Centre, and post-event processes such as a delegate survey and the drafting and consultation processes regarding the event's 'Recommendations Paper' have recently concluded.

### Comments/Discussion

The 'Hot Topix: Pilbara Kimberley Forum 2018's' final product provided to delegates was a 'recommendations paper', which acts as a summary of the event, a cohesive vision for the future based on the event's findings and themes, as well as an 'actions arising' plan to implement the vision.

Along with 35 recommendations, the paper also includes 5 'major breakthroughs' - step change projects, new industries or reforms - that are in keeping with the findings of the forum and would support their development. Taken together, these 5 major breakthroughs build on and support each other:

1. A Renewable Energy Revolution in the North  
*Solar and wind power on a massive, export-scale, which fuels...*
2. An Asia-Pacific Centre for Energy Intense Industry  
*The region as a centre for lithium battery production with an 'anchor tenant' like Tesla Energy, which exports to Asia via a...*
3. Nation Building Common User Facility (location agnostic)  
*The capability needed to support a diversified range of export products by new industries, attracted to the region by...*
4. An Enterprise Zone to Attract Business  
*A new plan to create an environment for investment, migration and job creation, to support the next phase of the Pilbara economy...*
5. Premium Products Via Value Added Exports  
*Pilbara steel, high quality Wagyu beef, lithium-ion batteries and more, supported by new scientific and technological innovations...*

The PRC believes that this vision is not only strongly aligned to both the advocacy initiatives taken forward in previous years and the current innovations pursued by some member LGAs - **a sufficiently achievable and commonly-held vision** - but it is also forward thinking in its scope and comprehensively aligned to the Northern Australia White Paper and Investment Blueprint - **a sufficiently exciting and strategically impactful vision**.

The risk with papers like these is that they are received with fanfare and shelved no sooner than they are printed.

The PRC's elected members made a conscious and strategic decision to pivot back to Perth in 2018 to ensure that the state and federal policy settings and reforms in Australia are right to make the opportunities available in the region.

As shown in previous forums in Jakarta and Shenzhen, the most challenging component of investment facilitation was not getting investors excited about our future; the challenge was, and remains, having genuinely investable products and being ready before Queensland.

The PRC has provided elected members a 'Project Concept Document' for approval that would guide the project activities associated with implementing the findings of the 'Recommendations Paper'.

As a first and crucial step, the PRC recommends that an agreed regional implementation plan is developed through consensus with member local governments to prioritise the recommendations, key strategies and methodologies for achieving each recommendation, to be approved and overseen by the CEO group. The development of this 'consensus prioritisation' with the CEO group forms the bulk of the 'first 30 days' of this project.

### **Policy Implications**

Nil

### **Consultation**

PRC executive(s) and officer(s).

### **Legislative Implications**

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

This item is relevant to the PRC's approved Strategic Community Plan and Corporate Business Plan.

Key Focus Area:	<i>A Voice for the Pilbara</i>
Strategic Outcome:	<i>We are a relevant, innovative organisation responsive to stakeholders</i>
Strategy:	<i>We will identify critical issues and provide comment to our member councils to facilitate a regional discussion and response.</i>

### **Risk Management considerations**

There are no risk management considerations applicable.

### **Impact on capacity**

This agenda item impacts the body of work that will be approved by Council for action by the PRC in FY19, but the PRC has the capacity and resources to implement the list of priorities to be determined by the CEO group.

### **Relevant precedents**

Nil

### **Options**

- Option 1: That Council instruct the PRC CEO to work with member local government CEOs to:
  - develop a consensus around the prioritisation of recommendations, key strategies and methodologies for achieving each recommendation, and a clear agreement on shared roles and responsibilities in the implementation; and
  - develop and initiate an implementation plan for each recommendation according to the prioritisation and strategy processes endorsed by regional CEOs.
- Option 2: Any other option that Council deems appropriate.

**Officer's Recommendation**

That Council by simple majority resolves to support option \_\_\_\_.

**Council Resolution:**

That Council by simple majority resolve to lay the agenda item on the table.

<b>Resolution No:</b>	FY18-124
<b>Voting Requirement:</b>	Simple Majority
<b>Moved:</b>	Cr Long
<b>Seconded:</b>	Cr White
<b>Result:</b>	7/0 Carried

unendorsed minutes

## 8. ITEMS FOR NOTING / INFORMATION ONLY

<b>Responsible Officer:</b>	Chief Executive Officer
<b>Action Officer:</b>	Deputy CEO
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	Refer to individual items.

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### Purpose

To advise Council of various information items.

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### Officer's Recommendation

That Council receive and note the following information items:

- 9.1 Digitalisation of Historical Records (SoEP) progress update
- 9.2 Defence in the North West talking points provided to Liberal party of WA
- 9.3 Political analysis update: Designated Area Migration Agreement (DAMA)
- 9.4 Record of tenders awarded by the CEO
- 9.5 Regional training calendar

### Council Resolution:

As per officer's recommendation.

<b>Resolution No:</b>	FY18-125
<b>Voting Requirement:</b>	Simple Majority
<b>Moved:</b>	Cr Long
<b>Seconded:</b>	Cr White
<b>Result:</b>	7/0 Carried

## 8.1. Digitalisation of Historical Records (SoEP) progress updates

**Responsible Officer:** Deputy CEO

**Action Officer:** PRC Projects

**Disclosure of Interest:** Nil

**Attachment(s):** Nil

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### Purpose

To inform Council of the activity completed as part of the Digitalisation of Historical Records project in the Shire of East Pilbara.

### Background

In January 2018, the PRC was successful in securing funding from the Department Local Government, Sport and Cultural Industries to delivery community workshops in East Pilbara, centred around collecting and digitalising historical material to include in to a Local History collection.

The grant funding of \$20,000 was to deliver community engagement workshops for the Shire of East Pilbara. As part of the agreement, the PRC committed to

A summary of all deliverables expected under the agreement are noted below:

- 4 x community workshops for the Shire of East Pilbara,
- 4 x community workshops to be delivered in Port Hedland in July
- 1 x Preservation Plan and Policy each for the Shire of East Pilbara
- 1 x Preservation Plan and Policy each for the Town of Port Hedland
- 1 x portable, local history display for the Shire of East Pilbara
- 1 x portable, local history display for the Town of Port Hedland

### Comments/Discussion

The Pilbara Regional Council (PRC) and Shire of East Pilbara partnered with the Newman Visitor Centre to host 4 community workshops to source historical records relating to the history of East Pilbara, meet with the community to build this history, and locate existing historical records held in various archives and repositories. The workshops gave the Shire of East Pilbara a better understanding of the development and history of the Newman townsite and community and allowed for the sharing of a deeper, richer degree of community-sourced content.

Long term outcomes of this project included preparation of an overarching strategy to guide and inform the preservation of local historical records, protection against the natural decay of historical records by digitising content, and publishing its findings with context and stories from local knowledge.

The workshops gathered well over 200 pieces to include to the Shire's Historical Collection and which received great community feedback and generated interest in the collection (refer to attached communication below). These pieces will be developed into a display that can be shown across the Shire, to celebrate its rich and diverse history and culture.

As an additional value add to this activity, a Historical Preservation Plan and community engagement framework was developed that would enable to Shire to continue to delivery community engagement workshops and collect material to add to their historical collection.

-----Original Message-----

From: Gaye Johnston [mailto: [REDACTED]]  
Sent: Thursday, 7 June 2018 8:23 AM  
To: Newman Library  
Subject: History of Newman - Glenys Price

Good morning Glenys

My husband and I are travelling around Australia and it was our intention to visit Newman from the time we set out. The reason being that Brian had worked here in the early days, fifty years ago.

To our delight on arrival, the lady at the visitor centre informed us that there was a history information booth set up in the town square that very day!

We followed up immediately since Brian was keen to learn how the town had progressed.

We were made most welcome by Lisa, Gab and Richard who proceeded to show us old pictures and historical information. It was a very special meeting. Brian and I were somewhat emotional to think so much work had been put into gathering all this information.

Newman is certainly a unique and interesting mining town and from the outset, Brian has always spoken of his time here.

We would like to make special mention of Lisa. This lady is so genuine and proud of her town and couldn't do enough to make us welcome and take Brian on a trip down memory lane. It is a time we will never forget.

We wish you all continued success is the reunions and with setting up a society so that people like us can visit and appreciate the development of this out of the way Pilbara town.

Kind regards  
Gabbie Johnston (on behalf of Brian)

The activities under the grant agreement were delivered with outstanding budget efficiency (~50% surplus), and sufficient funding remaining to deliver the same activity in an additional LGA. The funding provider (DLGSC) has since approved the PRC, in partnership with the Town of Port Hedland, to deliver the following scope of work with the surplus funds:

- Consult and understand current historical material in the Town;
- Hold community workshops in Port Hedland to source additional historical material;
- Prepare a historical preservation plan to guide collection and subsequent digitalise of historical records by the Town; and
- The provision of a printed display showcasing key historical images collected as part of this activity

The PRC is liaising with the Town to provide:

- venue(s),
- basic catering,
- resources in the form of a staff member, ICT equipment and scanner to digitalise items on the day, and
- media/PR support to the local communities.

## Policy Implications

Staffs are required to ensure that they comply with P-012 – Purchasing policy and that budget provision is available for any expenditure commitments.

## Consultation

This matter has been discussed with:

- Pip Parsonson, Manager Community Wellbeing, Shire of East Pilbara
- Richard Offen, Author Historian and Broadcaster
- David Pentz, CEO, Town of Port Hedland

## Legislative Implications

Nil.

## Financial Implications

All activities are consistent with the endorsed PRC budget. The variation to include the Town of Port Hedland has been approved by the Department of LGSC.

## Strategic Implications

This item is relevant to the PRC's approved Strategic Community Plan and Corporate Business Plan.

### Key Focus Area: Regional Service Delivery

Strategic Outcome: *Member councils are able to improve their operational performance*

Strategy: *We will facilitate bureau services that benefit our member councils through improved levels of service, reduced costs, improved efficiency, and/or increased value.*

## Risk Management considerations

There are no risk management considerations applicable.

## Impact on capacity

There is no impact on capacity or resourcing to carry out the Officer's recommendation.

## Relevant precedents

Nil.

## 8.2. Defence in the North West talking points provided to Liberal party of WA

<b>Responsible Officer:</b>	Deputy CEO
<b>Action Officer:</b>	PRC Projects
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	9.2 - Briefing Note - Defence in the North West

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### Purpose

To inform Council of talking points and arguments provided to the Chair of the Policy Committee for the Liberal Party of Australia (WA) ahead of the party's Federal Conference and his meeting with the Prime Minister.

### Background

At the June Council meeting, the PRC put forward a list of advocacy topics, together with the portfolio of project activities, for endorsement. Council resolved unanimously in FY17-85 to support six topics including 'Defence Presence in the Pilbara', which was later developed into an endorsed initiative through the CEO group.

The PRC's first scoping activities involved meeting with key stakeholders, including the Head of the ADF in WA, CMDR. Brett Dowsing RANR, and former Senator Alan Eggleston (for whom the PRC has arranged in the past a tour of the region to discuss defence related issues and advocate for a stronger ADF presence).

A member of the PRC was subsequently involved in several meetings and discussions on the issue with key stakeholders that sought the PRC's position on greater defence in the north-west, and the Head of the ADF presented at a PRC OCM to brief elected members on their role.

The PRC CEO closed down most activities with regards this initiative after determining that in FY18 at least, the State Labor Government was strategically best suited to lead advocacy on the issue of defence presence in WA.

Senator Eggleston then pursued a policy discussion within the Liberal Party of WA in his capacity as a member of the Liberal Party of WA's policy committee, which led to a successful motion passed at the Liberal WA State Conference 2017 to support greater defence presence in the north-west.

WA Liberal Senator Linda Reynolds CSC - an active advocate in the WA defence space and Chair of both of the Foreign Affairs, Defence and Trade Senate Standing Committees - has subsequently responded to this push within her party, and has recently progressed the launch of an inquiry into the defence posture in Western Australia. The Senator, who spoke recently at the PRC's PK Forum, outlined that the inquiry was very likely to be granted to her Committee, and that she was hopeful it would be announced within the calendar year.

Senator Dean Smith has also advocated for a 'two-army' approach to defence, mirroring the historic and strategic shift made by the ADF in its 'two-oceans' policy shift, in recognition of the importance of Western Australia to Australia's economic prosperity, and the challenges facing the region in the Indo-Pacific over the next decades.

The WA Labor Government has also invested \$4.9 million into the Office of Defence West, indicating that a strong consensus is being built across party lines and geographic boundaries; prime conditions for policy reform.

### Comments/Discussion

The officer responsible for advocacy was contacted by the Chair of the Policy Committee, Sherry Sufi, in order to reach out and request from the PRC a series of notes, arguments and talking points on short notice.

According to the Policy Chair, the purpose of this information, which the PRC compiled into the briefing note attached to this agenda item, was to inform direct discussions with the Prime Minister to advocate for greater defence presence in the north-west, as well as to inform roundtable discussions with the state chairs of all policy committees. An opinion piece would also be drafted for synchronised release to raise the issue's media profile.

Should the information provided by the PRC be utilised, this 'voice for the Pilbara' will be heard directly by the Prime Minister and the most senior policy officials in the Liberal Party, making an inquiry more likely to yield real results. This demonstrates that even when issues are far too large-scale for the PRC to take a leading role, it retains the proven capacity to effectively advocate on behalf of the region at the highest levels of government.

The motion before the Federal Council of the Liberal Party WA to support greater Defence presence in the north west passed unanimously earlier in June 2018. A formal response from Government will be required.

### **Policy Implications**

Nil

### **Consultation**

PRC executive(s) and officer(s).

### **Legislative Implications**

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

This item is relevant to the PRC's approved Strategic Community Plan and Corporate Business Plan.

Key Focus Area:	<i>A Voice for the Pilbara</i>
Strategic Outcome:	<i>We are a relevant, innovative organisation responsive to stakeholders</i>
Strategy:	<i>We will identify critical issues and provide comment to our member councils to facilitate a regional discussion and response.</i>

### **Risk Management considerations**

There are no risk management considerations applicable.

### **Impact on capacity**

Nil

### **Relevant precedents**

The PRC has conducted effective advocacy on behalf of the region, being instrumental in advocating for shifts in focus and policy at the state and federal level, including most recently for the regional airfares inquiry - which has led to support from the Department of Transport to provide their Minister with their own business case that recommends the intra-regional flight network to receive State Government funding of approximately \$500,000.

### 8.3. Political analysis update: Designated Area Migration Agreement (DAMA)

<b>Responsible Officer:</b>	Chief Executive Officer
<b>Action Officer:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	Nil

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#### Purpose

To provide Council with an updated political analysis of the Designated Area Migration Agreement issue given changes in debate over recent months.

#### Background

After years of planning, the Pilbara Designated Area Migration Agreement (DAMA) appeared to be unachievable. Despite getting to an in-principle Deed of Agreement with both the State and Federal Governments individually, the two levels of government could not reach agreement with one another.

Several attempts to avoid the bureaucracy failed, and eventually after the 2017 State Labor Government was elected, the PRC decided to shelve the issue entirely on the understanding that it had no support.

Recent political shifts however have seemed to move the conversation in an unexpected direction, and it is therefore strategically beneficial to reboot the initiative with a 2-3 month series of activities to investigate whether the shifts in political views on immigration are sufficient enough to have moved the dial.

#### Comments/Discussion

What is a DAMA and why is needed?

Western Australia's Pilbara region is one of the most important economic regions in Australia due to the wealth and employment generated by its resource and energy sectors.

Pilbara towns and communities experience rapid growth during mining 'booms' as migrants from across Australia and overseas move to the area to take up employment opportunities. In addition, the region sustains a large population of fly-in-fly-out workers who generate demand for local services.

Despite regional population growth; government, non-government and private organisations have not been able to attract the requisite numbers of workers to deliver services required by residents during periods of peak economic activity.

Local employers are unable to compete with the attractive salaries offered by resources employers, and many small operators struggle not just to recruit but also to continue operating in the face of severe staff shortages.

PRC members are amongst these employers who face staff recruitment and retention challenges during boom times.

A DAMA is an agreement between the Australian Government and a local authority to help address acute skill and labour shortages faced in regional Australia. DAMA's establish the process for the sponsorship of workers from outside Australia in that regional area; including eligible occupations, number of workers, and local training obligations.

The PRC has been the proponent for a Pilbara Designated Area Migration Agreement (DAMA), viewing this as one strategy for assisting the Pilbara region to address critical workforce shortages and enabling the delivery of essential community, business and industry services during peak periods.

This DAMA will complement the range of existing strategies, plans and developments already being implemented across the region to ensure its future economic and social development.

The scope of the Pilbara Regional Council's draft DAMA covers labour categories including community and personal service workers, clerical and administrative workers, sales workers and labourers.

If endorsed by the Federal Government, the Pilbara Designated Area Migration Agreement will represent the second such agreement to be established in Australia, after the Northern Territory.

Recent announcements of BHP's South Flank project and the BBI Group's Balla Balla project prove what the Pilbara has been saying all along; there is no 'single' boom, but rather a common and predictable cycle of investment and downturn.

The time to arrange this agreement, ideally, is when you do not need it, because of the time it takes to negotiate. However, now that several major projects have been announced, and the general politics of the issue is in the midst of changing, now is the perfect time to make the case again for this important agreement.

#### How close did the PRC get last time?

During the FY15-FY16 the PRC successfully:

- Negotiated the Agreement with the Department of Immigration and Border Protection
- Negotiated the Agreement with the Pilbara Workforce Development Alliance
- Negotiated and signed an MOU with Regional Development Australia Pilbara for the provision of resettlement services
- Negotiated and signed an MOU with the Pilbara Institute for the provision of training to meet employer sponsor obligations under the DAMA
- Negotiated and signed an MOU with a Philippines University Foundation as the labour market source provider under this Pilbara Designated Area Migration Agreement
- Developed detailed process maps to operationalize the DAMA, recognised by the Department of Immigration and Border Protection as both innovative and robust
- Advocated at both Federal and State levels for acceptance of the proposed DAMA

Before the State election the PRC had reached bilateral agreements with both the Commonwealth and State Government individually (Department of Training and Workforce Development from the State side), but they could not achieve agreements with each other.

The PRC was dismayed with the level of bureaucracy and public service red tape that prevented this Agreement from occurring, especially since both all levels of government were in agreement on the value of the program.

The previous State Coalition Government failed to expedite discussions, and allowed years to pass with nothing but the planning achieved.

#### Political Shifts

Recently a debate has emerged about a 'big, inclusive Australia', in response to calls from the far-right of politics to have Australia's migration rate reduced due to fears relating to congestion, service delivery and assimilation.

As state and commonwealth governments grapple with the challenge of over-crowded cities and congested transport infrastructure, regional Australia is crying out for more people to make centres more sustainable and achieve business diversification.

The Federal Leader of the Opposition, The Hon Bill Shorten MP, has recently made comments that also suggest a softening of Labor's opposition to regional migration in the context of long-term population growth, although this has not been committed to.

Kalgoorlie-Boulder could also be successful soon in achieving WA's first DAMA, and on hearing of this, the PRC reached out to the City to ensure the PRC is aware of how this has been achieved. Senator the Hon Michaelia Cash, Minister for Jobs and Innovation, and Mr Rick Wilson MP, Member for O'Connor, have been working together with the council and CCIs to develop the Kalgoorlie proposal.

The Minister for Citizenship and Multiculturalism, The Hon Alan Tudge MP, has been working on a solution to the gridlock caused by requiring a three-way agreement for a DAMA to function. At the suggestion of The Hon Melissa

Price MP, Member for Durack - who met with Minister Tudge on the DAMA program - the PRC has provided Minister Tudge with a briefing and requested assistance to secure a Pilbara DAMA.

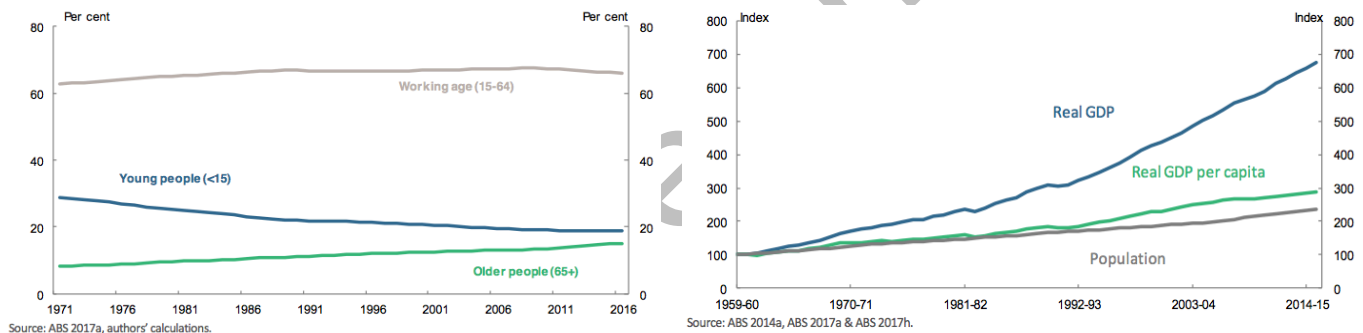
Minister Tudge has also announced that the Turnbull Government is considering changes to regional skilled visas to 'bind' migrants to rural areas. This will allow a greater number of migrants to be accepted, as the concerns have been that migrants will immediately move to capital cities.

### Shifts in Economic Analysis

Subsequent to the call from some conservative members of the Coalition to slash the migration intake, the Treasury - under the signature of the Secretary of the Treasury and Secretary of Home Affairs - released a 50-page report into the benefits of population growth to Australia's prosperity.

The report states *"migrants deliver an economic dividend for Australia due to current policy settings which favour migrants of working age who have skills to contribute to the economy. This leads to higher rates of workforce participation and likely productivity benefits. This, in turn, increases Australia's GDP and GDP per person, with positive flow-on effects for living standards. The positive effects of migration on economic growth and Australia's fiscal position are well documented."*

The report states also, however, that higher migration puts pressure on infrastructure, and without innovative solutions, this value is reduced. Increases in skilled migration have been formalised since 1996 under the Howard government to alleviate the fiscal pressure on government of a ageing population.



As pressure continues to grow in this space, and as capital cities continue to grow and pressurise, regional Australia will be the only real solution to ensuring Australia's overall intake remains high without pressuring urban infrastructure.

The report states that *"a growing population heightens existing pressure on infrastructure, housing, transport networks and our environment - especially in major cities - and the distribution of population growth will be a key factor in shaping the future of regional centres."*

A 2016 report from CEDA Chief Executive Professor the Hon Stephen Martin into the economic debate on migration stated that *"we also need to ensure settlement is occurring in the right places and with consideration for the service and infrastructure needs of a larger population ... We should also be exploring options to encourage settlement in regional areas and in particular Northern Australia, given the focus on driving investment and growth in that region."*

### Conclusion

As the migration debate rages on, it is clear from the economic analysis that Australia's GDP has gone hand in hand with migration, and that new innovative approaches to continue this without effecting metropolitan services and infrastructure are required.

Now is once again the time to make the case - first with the 'temporary' DAMA, and second with a broader debate on the right population for northern Australia - for a different policy setting more suited to long-term regional economic growth and population sustainability.

### **Policy Implications**

Nil

## Consultation

PRC executive(s) and officer(s).  
 City of Kalgoorlie-Boulder executives.  
 The Hon Melissa Price MP.  
 The Hon Alan Tudge MP.  
 Hon Sue Ellery MLC, Minister for Education and Training.  
 Australian Urban Design Research Centre, University of Western Australia.

## Legislative Implications

Nil

## Financial Implications

Nil

## Strategic Implications

This item is relevant to the PRC's approved Strategic Community Plan and Corporate Business Plan.

Key Focus Area:	<i>A Voice for the Pilbara</i>
Strategic Outcome:	<i>We are a relevant, innovative organisation responsive to stakeholders</i>
Strategy:	<i>We will identify critical issues and provide comment to our member councils to facilitate a regional discussion and response.</i>

## Risk Management considerations

There are no risk management considerations applicable.

## Impact on capacity

Nil

## Relevant precedents

Nil

## 8.4. Record of tenders awarded by CEO

**Responsible Officer:** Deputy CEO

**Action Officer:** PRC Projects

**Disclosure of Interest:** Nil

**Attachment(s):** Nil

### Purpose

To advise Council of Tenders that have been awarded by the Chief Executive Officer since the last Ordinary Council Meeting.

### Background

Under Delegation #17: "Authority to call and accept Tenders from Expression of Interest or Request for Tender" and the Chief Executive Officer is able to award a Tender where the consideration does not exceed \$300,000.00 (excluding GST) and there is an approved budget.

Alternatively, under section 5.42 of the Local Government Act 1995, Council may specifically delegate to the CEO the authority to award a particular tender up to a specific value limit.

The Purchasing policy (PO-012 s. 3) requires that on each occasion where the delegation has been used, a report is furnished at the next ordinary Council meeting after the tender is awarded detailing the information below:

<b>Tender No:</b>	PRC004-18		
<b>Tender title:</b>	Warlu Way Signage Fabrication and Installation		
<b>Scope of works:</b>	Manufacture, construct and install of signage associated infrastructure.		
<b>State-Wide Advertising</b>	<b>Started:</b>	11/04/2018	<b>Closed:</b> 26/04/2018
<b>Approved Budget:</b>	\$303,000 ex GST		
<b>Selection criteria:</b>	Demonstrated capability and capacity to provide the services.		20%
	Suitability of Respondent's personnel to provide desired outcome.		15%
	Quality of Respondent's approach and methodology proposed.		20%
	Demonstrated ability to complete on time, on budget, to agreed standards.		10%
	Knowledge and experience of conducting work in the Pilbara.		5%
	Value for money.		25%
<b>Submission received:</b>	Regional Content Preference.		5%
	MIB Traffic Pty Ltd		
	Poolgrave Signage and Engraving		
	Road Rail and Mining Pty Ltd		
<b>Preferred Tenderer status to be awarded to:</b>	Poolgrave Signs and Engraving		
<b>Total contract value:</b>	\$130,250 ex GST		
<b>Price basis:</b>	Fixed for contract term.		
<b>Proposed contract term:</b>	4 weeks (installed booked late June, completion due early July). Defects/Liability period of 12 months.		
<b>Proposed date of award:</b>	Notification of preferred Tenderer: 07/06/2018 Formal contract signed: 13/06/2018		
<b>Proposed contract commencement date:</b>	14/06/2018		
<b>Proposed contract Options:</b>	NA		

### Comments/Discussion

At May 2018 OCM, PRC Council authorised the PRC CEO to nominate a preferred tenderer for the Warlu Way tender based on the assessment of the compliance and qualitative criteria, enter into contract negotiations and should be outcome of the negotiation be within Councils endorsed project budget, authorise the CEO to execute a contract with the nominated preferred tenderer.

During the assessment of the tender, it became apparent to the evaluation panel that sufficient information was not available to allocate all works, due to insufficient information provided by a third party involved in the tender preparation. This resulted in the evaluation panel nominating to only award part of the tender, for Interpretation and Welcome Signage, excluding directional signage. Directional signage will be re-tendered for early in FY19, once sufficient information is available.

The PRC has entered into contract and the work is scheduled to take place between 25 June and 6 July 2018.

### **Policy Implications**

Delegation of Authorities #17 - Authority to call and accept Tenders from Expression of Interest or Request for Tender is applicable.

PRC's Purchasing policy (PO-012) section 3 – Awarding Tenders and section 6 – Reporting is applicable.

### **Consultation**

The PRC ran an evaluation panel consisting of 3 of 4 reference group members, and the decision was unanimous.

### **Legislative Implications**

The Request for Tender (RFT) has been managed in accordance with s. 3.57 of the Local Government Act 1995 and Regulation 11 of the Local Government (Functions and General) Regulations 1996.

### **Financial Implications**

All activities are consistent with the endorsed PRC project budget of \$303,000.

At the May OCM Council approved by an Absolute majority to authorise the PRC CEO to enter into negotiations with the nominated preferred tenderer and subject to the outcome of the negotiations being within Councils endorsed project budget, delegate the authority to the Chief Executive Officer to execute a contract with the nominated preferred tenderer (FY18-100).

### **Risk Management considerations**

There are no risk management considerations applicable.

### **Impact on capacity**

Nil

## 8.5. Regional training calendar

**Responsible Officer:** Deputy CEO

**Action Officer:** PRC Projects

**Disclosure of Interest:** Nil

**Attachment(s):** Nil

### Purpose

To inform Council of the past and future regional training activities delivered on behalf of the region, according to the approved and endorsed set of training topics from the Reference Group.

### Background

Bringing high quality and timely training resources to the Pilbara is an inherently expensive activity. As a result of the lack of availability and higher cost, some Pilbara based staff do not have the same access to quality training opportunities as their city counterparts. This in turn results in a lower level of services provided to Pilbara residents. Over the past few years, the PRC has worked with member LGAs to align training topics, created economies of scale and generated cost savings in delivery of a regional training program.

As part of the Training activity, the PRC will continue to work with member LGAs to identify common training opportunities, and deliver cost savings through regional procurement and contract management.

### Comments/Discussion

July 2017							August 2017							September 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1			1	2	3	4	5						1	2
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30
30	31																			
October 2017							November 2017							December 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4						1	2
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30
														31						
January 2018							February 2018							March 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa

Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6					1	2	3					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28				25	26	27	28	29	30	31
April 2018							May 2018							June 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7			1	2	3	4	5						1	2
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
29	30						27	28	29	30	31			24	25	26	27	28	29	30

Training topics										
Date	Topic	Location	Status	CoK	SoA	SoEP	ToPH	PRC	Head Count	
20-21 Jul	Firearms Handling Courses	Karratha	Complete	x						
Jul	Conversation Techniques	Port Hedland	Complete				x		122	
22-Aug	Cultural Awareness	Karratha	Complete	x						
30-31 Aug	Effective Supervision P.1	Newman	Complete			x		x	11	
Aug	Assetic	Port Hedland	Complete				x		6	
4-6 Sep	Bullying & Harrassment	Karratha	Complete	x						
5-Sep	Bullying & Harrassment - Leaders	Karratha	Complete	x						
14-Sep	Stress Management	Karratha	Complete	x						
14-Sep	Stress Management - Leaders	Karratha	Complete	x						
19-20 Sept	Firearms Handling Course	Karratha	Complete	x	x			x	8	
Sept/Oct	Crucial Conversations Communities and	Port Hedland	Complete				x			
10-12 Oct	Stakeholder Engagement	Port Hedland	Complete				x		14	
11-Oct	Mental Health Awareness - Leaders	Karratha	Complete	x						
12-Oct	Mental Health Awareness	Karratha	Complete	x						
9-15 Oct	Stress Management Training	Port Hedland	Complete				x			

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13-Jun	Managers & Supervisors Marketing for Managers	Karratha	Confirmed/Scheduled	x		x	
18-20 Jul 18	Cert III in Irrigation P.1	Karratha	Confirmed/Scheduled	x	x		x
24-26 Oct 18	Cert III in Irrigation P.2	Karratha	Confirmed/Scheduled	x	x		x
TBC	Bullying & Harrassment Group 1 Pool	Ashburton	RFQ		x		x
Sep/Oct	Operators Course	Karratha	EOIs	x			

5 CoK 2 SoA

5 CoK 2 SoA

Min 8

**Legends**

- Perth
- City of Karratha
- Shire of Ashburton
- Shire of East Pilbara

**Policy Implications**

PRC and individual Council purchasing policies apply to this report.

Staffs are required to ensure that they comply with P-012 – Purchasing policy and that budget provision is available for any expenditure commitments.

**Consultation**

Reference Group members for each of the activities have been consulted and involved in the review of activity updates and next steps.

This activity is managed by the Pilbara Regional Council ('PRC') on behalf of its member local governments.

While the information contained in the training calendar is prepared by the PRC with all reasonable care from sources that the PRC believes to be reliable, no responsibility or liability is accepted by the PRC for any errors, omissions or misstatements however caused.

**Legislative Implications**

Nil

**Procurement Implications**

Nil

**Financial Implications**

All activities are consistent with the endorsed PRC project budget.

**Strategic Implications**

This item is relevant to the PRC's approved Strategic Community Plan and Corporate Business Plan.

Key Focus Area: *Regional Service Delivery*

Strategic Outcome: *We work with our members to improve efficiencies across the Region, through a best-practice approach to bureau service delivery.*

Strategy: *We will facilitate bureau services that benefit our member councils through improved levels*

*of service, reduced costs, improved efficiency, and/or increased value.*

**Risk Management considerations**

There are no risk management considerations applicable.

**Impact on capacity**

Nil

**Relevant precedents**

Nil

unendorsed minutes

## 9. LATE ITEM

### 9.1. Consideration of Submission Regarding WALGA Waste Levy Discussion Paper

<b>Responsible Officer:</b>	Chief Executive Officer
<b>Action Officer:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Attachment(s):</b>	Draft Waste Levy Discussion Paper Submission

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#### Purpose

To seek Council endorsement of the proposed regional response to the Discussion Paper on the review of the WALGA Waste Levy Policy Statement.

#### Background

The Waste Avoidance and Resource Recovery Levy (the Levy) is an economic instrument which has the potential to incentivise waste diversion from landfill and fund strategic waste management initiatives for WA.

Over the last few years there has been a number of changes to the Levy, the most significant of which include the introduction of a five-year schedule of increases, amongst other changes. In addition to this, local government has long argued that the Levy should only be expended on strategic management initiatives. This is not the case with only 25% of funds allocated toward the Waste Avoidance and Resource Recovery Account (WARR Account).

These changes and the change in government has triggered WALGA to undertake a review of its Waste Levy and Strategic Waste Funding Policy Statement. In order to facilitate this, WALGA has developed a discussion paper on the Levy.

Key issues for Local Government to consider have been identified including:

- Application of the Waste Levy to Non-Metropolitan areas
- The rationale for Local Government to support the Levy
- The expenditure of the Levy

#### Comments/Discussion

WALGA are currently seeking feedback from Local Governments, asking that all be aware of the Discussion Paper and identify any concerns regarding the Levy.

The feedback provided will inform a revised Policy Statement which will be considered by the Municipal Waste Advisory Council then circulated to the Zones and State Council for consideration.

The PRC has engaged with the four Pilbara LGA's waste managers to consider whether a regional response should be prepared. The City of Karratha and Shire of East Pilbara provided feedback on key points to be included in a regional response, as well as responses directly to WALGA. The Town of Port Hedland noted that they had provided a response directly to WALGA and did not wish for any feedback to be included in the regional submission, while Shire of Ashburton did not provide any feedback to the request from the PRC.

Feedback on the discussion paper is due to WALGA on 30 June 2018.

#### Policy Implications

Nil.

#### Consultation

This matter has been discussed with:

- Rebecca Brown, Manager, Waste and Recycling, WALGA
- Morne Hattingh, City of Karratha
- Rick Miller and Gavin Carlisle, Shire of East Pilbara
- Brenton Hall and Sharon Mitchell, Shire of East Pilbara (no information)
- Christopher Adekunle, Town of Port Hedland

### Legislative Implications

The Waste Avoidance and Resource Recovery (WARR) Levy Act 2007 is relevant to this item.

### Financial Implications

All activities are consistent with the endorsed PRC budget.

### Strategic Implications

This item is relevant to the PRC's approved Strategic Community Plan and Corporate Business Plan.

#### Key Focus Area: A voice for the Pilbara

Strategic Outcome: *We are a relevant, innovative organisation responsive to stakeholders.*

Strategy: *We will identify critical issues and provide comment to our member councils to facilitate a regional discussion and response.*

### Risk Management considerations

The level of risk to the PRC is considered to be moderation in terms of not providing input into the policy review.

### Impact on capacity

There is no impact on capacity or resourcing to carry out the Officer's recommendation.

### Relevant precedents

The WALGA discussion paper was provided to Council for noting at the 01 May 2018 OCM.

### Options

- Option 1: As per Officer's recommendation.
- Option 2: That Council endorse the submission to WALGA by the 30 June 2018 with the following change:
- Option 3: Any other option that Council deems appropriate.

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### Officer's Recommendation

That Council by simple majority resolves to:

- Endorse the submission as presented and instruct the PRC CEO to submit to WALGA by 30 June 2018.

### Council Resolution:

That Council by simple majority resolve to instruct the PRC CEO to amend the letter to read that the Shire of Ashburton and the Town of Port Hedland concur with the views expressed by the Shire of East Pilbara.

**Resolution No:** FY18-126  
**Voting Requirement:** Simple Majority  
**Moved:** Cr White  
**Seconded:** Cr Grace  
**Result:** 7/0 Carried

**10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**11. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

**12. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY  
DECISION**

unendorsed minutes

## **13. CLOSURE**

### **13.1. Date of the next meeting**

The next meeting is to be held on 29 August 2018 in Perth (WALGA), starting at 10:30am.

### **13.2. Closure**

The Chairperson declared the meeting closed at 1:47pm.

unendorsed minutes