



# South Metropolitan Zone

## Minutes

25 November 2019

# South Metropolitan Zone

Hosted by the City of East Fremantle  
135 Canning Highway, East Fremantle – Phone 9339 9339  
Monday 25 November 2019, commenced at 5:30 pm

## Minutes

### MEMBERS

#### 3 Voting Delegates from each Member Council

City of Cockburn	Mayor Logan Howlett JP Cr Chontelle Stone Cr Lee-Anne Smith
Town of East Fremantle	Cr Cliff Collinson Cr Kerry Donovan Cr Tony Natale Mr Gary Tuffin, Chief Executive Officer – non-voting delegate
City of Fremantle	Cr Doug Thompson Cr Geoff Graham Mr Paul Garbett, Acting Chief Executive Officer
City of Kwinana	Mayor Carol Adams OAM Cr Sandra Lee Cr Matthew Rowse Graeme Mackenzie, Acting Chief Executive Officer non-voting delegate
City of Melville	Cr June Barton Cr Duncan McPhail Cr Steve Kepert Mr Marten Tieleman, Chief Executive Officer non-voting delegate
City of Rockingham	Cr Mark Jones Cr Hayley Edwards Mr John Pearson, Acting Chief Executive Officer - non-voting delegate
WALGA Secretariat	Mr Tony Brown, Executive Manager Governance and Organisation Services Ms Alison Maggs, Strategic Sourcing Manager, Business Solutions
DLGSC Representative	Mr Luke Stevens
Guest Speaker	Sandra Labuschagne, Deputy Auditor General, Office of the Auditor General for WA

### APOLOGIES

City of Rockingham	Cr Deb Hamblin Mr Michael Parker, Chief Executive Officer - non-voting delegate
City of Cockburn	Cr Chamonix Terblanche Mr Stephen Cain, Chief Executive Officer - non-voting delegate Mr Stuart Downing, Acting Chief Executive Officer - non-voting delegate
City of Fremantle	Cr Andrew Sullivan Mr Philip St John, Chief Executive Officer – non-voting delegate

## ANNOUNCEMENTS

Zone Delegates were requested to provide sufficient written notice, wherever possible, on amendments to recommendations within the State Council or Zone agenda to the Zone Chair and Secretariat prior to the Zone meeting.

Agenda Papers were emailed 7 days prior to the meeting date.

Confirmation of Attendance An attendance sheet was circulated prior to the commencement of the meeting.

Acknowledgement of Country All attendees acknowledged the traditional owners of the land that the meeting is held on and paying respects to Elders past, present and future.

## ATTACHMENTS

1. Draft Minutes of previous meeting
2. Zone Status Report
3. President's Report
4. Standing Orders

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## 1. ELECTIONS

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### 1.1 Elections of Chair and Deputy Chair of the South Metropolitan Zone

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Pursuant to the WALGA Constitution, the Secretariat assumed the Chair for conducting the election of office bearers.

Guidelines for elections were distributed to Member Councils as an attachment to a letter dated 18 October 2019.

The election for the Chairperson and Deputy Chairperson shall be conducted and the term set at two years expiring in November 2021, in line with the terms of State Council representatives and in sync with Local Government Elections.

The following nomination was received for the positions of Chair for 2 years, November 2019 to November 2021.

- Cr Doug Thompson City of Fremantle

## DECLARATION

**That Cr Doug Thompson, City of Fremantle be elected as Chairperson of the South Metropolitan Zone for the term of 2 years, November 2019 to November 2021.**

The following two nominations were received for the positions of Deputy Chair for 2 years, November 2019 to November 2021.

- Cr Hayley Edwards City of Rockingham
- Mayor Logan Howlett City of Cockburn

Cr Hayley Edwards withdrew her nomination.

## DECLARATION

**That Mayor Logan Howlett City of Cockburn be elected as Deputy Chairperson of the South Metropolitan Zone for the term of 2 year, November 2019 to November 2021.**

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### **1.2 Elections of State Council Representatives and Deputy State Council Representatives to the South Metropolitan Zone**

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Pursuant to the WALGA Constitution, the Secretariat assumed the Chair for conducting the election of representatives and deputy representatives to the State Council.

Guidelines for elections were distributed to Member Councils as an attachment to a letter dated 18 October 2019.

WALGA incorporates a 24 members State Council with its members derived from Metropolitan and Country Zones. The State Council is chaired by the Association President.

In accordance with sub-clause 9(3) of the WALGA Constitution representatives and deputy representatives to the State Council shall be elected by Zones of the Metropolitan and Country constituencies for two (2) year terms, commencing from the Ordinary Meeting of State Council in December 2019 and concluding at the Ordinary Meeting of State Council two years later.

For the South Metropolitan Zone, there are three (3) representative positions on State Council and three (3) deputy representative positions. The term is from the Ordinary Meeting of State Council in December 2019 and concluding at the Ordinary Meeting of State Council in December 2021.

The following four written nominations were received for the position of State Council Representative:

- Mayor Carol Adams City of Kwinana
- Cr Doug Thompson City of Fremantle
- Cr Hayley Edwards City of Rockingham -
- Mayor Logan Howlett City of Cockburn

As Cr Hayley Edwards withdrew her nomination, there were 3 nominations received for 3 positions, so no ballot was conducted.

## DECLARATION

**That:**

- **Mayor Carol Adams City of Kwinana**
- **Cr Doug Thompson City of Fremantle**
- **Mayor Logan Howlett City of Cockburn**

**be elected as State Council Representatives of the South Metropolitan Zone to the State Council for the term of 2 years, December 2019 to December 2021.**

The following written nominations were received for the position of Deputy State Council Representative.

- Mayor Carol Adams – withdrawn
- Cr Cliff Collinson Town of East Fremantle
- Cr Deborah Hamblin City of Rockingham

As Mayor Adams' nomination was withdrawn, Crs Collinson and Hamblin were elected unopposed.

Nominations were called from the floor for the remaining position.

Cr Sandra Lee, City of Kwinana, and Cr Chontelle Stone, City of Cockburn, nominated for the position and a ballot was then conducted.

## **DECLARATION**

That:

- |                      |                        |
|----------------------|------------------------|
| • Cr Cliff Collinson | Town of East Fremantle |
| • Cr Deborah Hamblin | City of Rockingham     |
| • Cr Sandra Lee      | City of Kwinana        |

be elected as Deputy State Council Representatives of the South Metropolitan Zone to the State Council for the term of 2 years, December 2019 to December 2021.

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## **2. DEPUTATIONS**

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### **2.1 Office of the Auditor General**

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Sandra Labuschagne, Deputy Auditor General, from the Office of the Auditor General for Western Australian presented to the Zone to provide an update on Technical and Audit Quality.

Delegates requested that a copy of the presentation be provided with the minutes.

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## **3. CONFIRMATION OF MINUTES**

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## **RESOLUTION**

<b>Moved:</b>	<b>Mayor Logan Howlett</b>
<b>Seconded:</b>	<b>Cr Tony Natale</b>

That the Minutes of the meeting of the South Metropolitan Zone held on 26 August 2019 be confirmed as a true and accurate record of the proceedings.

**CARRIED**

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## **4. DECLARATION OF INTEREST**

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

**Nil**

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## **5. BUSINESS ARISING**

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### **5.1 Nil**

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## 5.2 Status Report

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A Status Report outlining the actions taken on the Zone's resolutions is enclosed as an attachment.

Noted

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## 6. STATE COUNCIL AGENDA – MATTERS FOR DECISION

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*(Zone delegates to consider the Matters for Decision contained in the WA Local Government Association State Council Agenda and put forward resolutions to Zone Representatives on State Council)*

<https://walga.asn.au/getattachment/02b85870-f169-4119-b41c-d388071d8dbc/Agenda-State-Council-4-December-2019.pdf>

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### Item 5.5 Local Government Financial Ratios

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#### RESOLUTION

Moved: Mayor Carol Adams  
Seconded: Cr Sandra Lee

That the South East Metropolitan Zone endorse item 5.5 subject to the following amendment:

1. That WALGA request DLGSC to form a working group with representatives from DLGSC, Local Governments, Local Government Professionals WA Finance Network and WALGA to review the Discussion Papers on Financial Ratios provided to WALGA by RJ Back & Associates and to DLGSC by Western Australian Treasury Corporation; and
2. Recommendations from the working group are to be distributed to Local Governments and WALGA for feedback prior to finalising a position on financial ratios.

CARRIED

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### Item 5.6 Local Government Audits

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#### RESOLUTION

Moved: Cr Sandra Lee  
Seconded: Mayor Carol Adams

That the South Metropolitan Zone endorses item 5.6 subject to the addition of point 2.

1. Write to the Office of the Auditor General (OAG) advising of the cost increases to the Local Government sector in respect to financial audits over the first 2 years of OAG audits and request constraint on audit cost increases in the future.
2. Write to the Minister for Local Government seeking for the Office of Auditor General to include in the "Audit Results Report" for each financial year, a report on the effectiveness and additional value to Local Governments that the responsibility of Financial Audits being assigned to the Office of the Auditor General has provided.
3. Write to the Minister for Local Government seeking formal commitment that Performance Audits carried out by the Office of the Auditor General are the responsibility of the State Government.

CARRIED

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## **5.8 Membership of Development Assessment Panel**

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### **RESOLUTION**

**Moved:** Cr Cliff Collinson  
**Seconded:** Cr Lee-Anne Smith

**That the WALGA recommendation be endorsed**

**CARRIED**

Cr Chontelle Stone asked whether it was possible for Elected Members sitting on a Development Assessment Panel to have access to the Director General of Planning, in a similar way to the way non-Elected Members do. Secretariat took question on notice and will provide the response to Cr Chontelle Stone.

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## **5.15 Submission on the Climate Change in Western Australia Issues Paper**

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### **RESOLUTION**

**Moved:** Mayor Carol Adams  
**Seconded:** Cr Sandra Lee

**That the WALGA recommendation be endorsed**

**CARRIED**

Cr Collinson provided some comments on potential exceptions.

WALGA's submission is generally supported by administration, however, additional matters could be raised in relation to favouring renovation and adaption of existing buildings rather than new buildings; preference for lower carbon footprint building materials (like timber rather than concrete or brick); and allowing small/tiny houses and alternative housing models (e.g. community housing models with shared communal gardens) that have smaller carbon footprints and use land efficiently but are not large projects or multi-storey towers.

WALGA secretariat will provide responses to the requested information.

### **RESOLUTION**

**Moved:** Mayor Logan Howlett  
**Seconded:** Mayor Carol Adams

**That all remaining items of the December 2019 State Council Agenda be endorsed en-bloc.**

**CARRIED**

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## **7. BUSINESS**

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### **7.1 Proposed Meeting Dates 2020 – South Metropolitan Zone**

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*By Chantelle O'Brien, Executive Officer*

#### **BACKGROUND**

A schedule of the proposed meeting dates for the Central Metropolitan Zone 2020 was prepared and is set out below. The dates have been set to coincide with the WALGA State Council meetings.

The proposed meeting dates for the Central Metropolitan Zone for 2020 require adoption by delegates.

As with previous years, the venue for each meeting has been rotated amongst Members.

#### **NOTICE OF MEETINGS SOUTH METROPOLITAN ZONE 2020**

<b>Zone Meeting Dates Monday</b>	<b>Time</b>	<b>HOST COUNCIL</b>	<b>State Council Meeting Dates 2020</b>
<b>24 February</b>	Monday 5.30 pm	City of Fremantle	Wednesday 4 March 2020
<b>27 April</b>	Monday 5.30 pm	City of Kwinana	Wednesday 6 May 2020
<b>22 June</b>	Monday 5.30 pm	City of Melville	Wednesday 1 July 2020
<b>24 August</b>	Monday 5.30 pm	City of Rockingham	Regional Meeting 3-4 September 2020
<b>23 November</b>	Monday 5.30 pm	City of Cockburn	Wednesday 2 December 2020

#### **RESOLUTION**

**Moved:** Mayor Logan Howlett  
**Seconded:** Cr Mark Jones

**That the 2020 proposed schedule of meetings for the South Metropolitan Zone be adopted.**

**CARRIED**

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### **7.2 State Council Regional Meeting – Metropolitan Zone**

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*By Chantelle O'Brien, Executive Officer*

#### **BACKGROUND**

Since 2017, State Council visit a non-metropolitan region once a year and an additional Regional State Council is hosted by a Metropolitan Zone.



The previous three Metropolitan Zones that have hosted a Forum and State Council meeting have been North Metropolitan, East metropolitan and Central Metropolitan Zones. It has been suggested that the South Metropolitan Zone could host a Forum and State Council meeting in May 2020.

In keeping with the same format as previous years, there would be a South Metropolitan Zone Forum to commence the event. The Zone Forum is an initiative of State Council that aims to facilitate discussion and information sharing between Zone Members and State Council relating to key contemporary strategic Local Government issues.

An Indicative program of the event is as follows:

#### WEDNESDAY 6 MAY 2019

Zone Forum:	9:30am – 12:30pm
Lunch, TBD	12:30pm – 1:30pm
State Council Business, Host Local Government	1:30pm – 6:00pm
Dinner, TBD by the Host Local Government	6:00pm

**Venue:** At the Host Local Government Building

<b>ZONE FORUM – 9:30am-12:30pm</b>	
<b>Opening and Welcome</b>	
9:30am	Welcome and Introduction, WALGA President
	Zone Forum Introduction, (by the Chair of the Zone)
<b>Zone Member Presentations and Discussion</b>	
	Local Government 1
	Local Government 2
	Local Government 3
<b>10:45 – 11:00</b>	<b>Morning Tea</b>
	Local Government 4
	Local Government 5
	Local Government 6
	General Discussion – Current and Emerging Issues
<b>12:30pm</b>	<b>Lunch</b>
<b>STATE COUNCIL BUSINESS – 1:30pm-6:00pm (approx.)</b>	
1:30pm-2:30pm	State Council Policy Team Meetings (Location TBC)
2:45pm-3:45pm	State Council Strategic Forum
<b>3:45pm – 4:00pm</b>	<b>Afternoon Tea</b>
4:00pm-6:00pm	State Council Meeting, to be followed with pre-dinner drinks and dinner.

Elected Members and Senior Staff from Zone member Local Government's would be invited to attend the Zone Forum, lunch and dinner. Attendees would also be welcome to attend the Strategic Forum and State Council Meeting as observers.

The South Metropolitan Zone is requested to consider which Local Government would like to host this event, with further information to be provided at the commencement of 2020.

## RESOLUTION

**Moved:** Mayor Carol Adams  
**Seconded:** Mayor Logan Howlett

**That:**

1. The South Metropolitan Zone supports hosting a Zone Forum and State Council meeting; and
2. The location for the 6<sup>th</sup> May 2020 meeting be referred to the South West Group meeting of Mayors and CEOs for discussion with approval from the Zone to advise WALGA of the preferred location.

**CARRIED**

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### 7.3 Proposed alternative to the CA07 Restricted Access Vehicle Operating Condition

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#### Background

At the December 2018 meeting State Council resolved that WALGA:

1. Opposes withdrawal of the "Letter of Approval" Restricted Access Vehicle Operating Condition until an acceptable alternative to Local Government is developed;
2. Supports the position that Local Governments not use provision of the Letter of Authority to charge transport operators to access the Restricted Access Vehicle network;
3. Supports the development of standard administrative procedures including fees and letter formats;
4. Supports the practice of Local Governments negotiating maintenance agreements with freight owners/ generators in cases where the operations are predicted to cause extraordinary road damage as determined by the Local Government; and
5. Advocates to Main Roads to establish a stakeholder working group to develop an appropriate mechanism through which the increased infrastructure costs from the use of heavy vehicles and those loaded in excess of limits (concessional loading) can be recovered from those benefiting, and redirected into the cost of road maintenance.

#### Comment

Main Roads are proposing an alternative to the CA07 condition which will replace the condition with a notification process. They are presenting the proposal to all Regional Road Groups and have requested Local Governments provide feedback through an online survey.

WALGA is establishing a stake holder working group to advise if the proposal is "an acceptable alternative", or to recommend amendments to Main Roads WA and to advise a policy position for State Council consideration. In accordance with the State Council resolution each Zone is invited to nominate a representative to serve on the Group.

Please supply name and contact details before Wednesday, 4 December 2019 to Audra de Pina, Administration Officer, Infrastructure, on (08) 9213 2059 or email [AdePina@walga.asn.au](mailto:AdePina@walga.asn.au)

For further information please contact Mark Bondiotti on 9213 2040 or email [mbondiotti@walga.asn.au](mailto:mbondiotti@walga.asn.au)

## RESOLUTION

**Moved:** Mayor Carol Adams  
**Seconded:** Cr Sandra Lee

**That the South Metropolitan Zone appoints Doug Elkins, City of Kwinana, to be its representative on the CA07 Restricted Access Vehicle Operating Condition.**

**CARRIED**

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### **7.4 Department of Local Government, Sport and Cultural Industries – Zone Attendance**

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*By Chantelle O'Brien, Zone Executive Officer*

## BACKGROUND

To continue with the Department of Local Government, Sport and Cultural Industries involvement with WALGA Zone meetings, a letter of correspondence has been received from the Zone Executive Officer to request a presentation at a future 2020 Zone meeting. Requesting for the Zone to consider providing feedback prior to each future meeting as to what topics that Zone would like to hear about.

A representative would then attend the next meeting and allow for a 10 minutes presentation to update the Zone on key issues and opportunities for the Zone as well as responses to the topics that the Zone has requested.

This will assist in keeping the topics responsive and relevant to the Zone and allowing time at each Zone meeting for a brief update and question time.

## RESOLUTION

**Moved:** Mayor Logan Howlett  
**Seconded:** Mayor Carol Adams

**That:**

- 1. A Representative from the Department of Local Government, Sport and Cultural Industries attend the March 2020 Zone meeting and provide a 20 minutes presentation on relevant key projects;**
- 2. A Representative from the Department of Local Government continue to attend the Zone meetings and provide a 10 minutes presentation on matters of interest at each meeting;**
- 3. The Zone delegates provide topics of interest to the Zone Executive Officer prior to each meeting Agenda deadline to allow the Department to source information as required for the next meeting.**

**CARRIED**

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## **8. OTHER BUSINESS**

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## RESOLUTION

**Moved:** Mayor Carol Adams  
**Seconded:** Mayor Logan Howlett

**That the Zone thanks the departing 2017-2019 Zone Councillors for their contribution to WALGA and Zone issues.**

**CARRIED**

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## **9. EXECUTIVE REPORTS**

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### **9.1 WALGA President's Report**

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Tony Brown, WALGA representative presented the President's Report.

Tony Brown highlighted the recent elections and voter turnout, and also the Select Committee Inquiry into Local Government. WALGA was due to present to the Committee on 25 November, however, it has been deferred.

**Noted**

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### **9.2 State Councillor's report to the Zone**

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WALGA State Councillor presented on the previous State Council meeting.

**Noted**

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### **9.3 Department of Local Government, Sport and Cultural Industries Representative Update Report.**

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Department of Local Government, Sport and Cultural Industries representatives Mr Luke Stevens updated the Zone on any DLGSC issues.

Please see link below:

[Zone Update from DLGSC.](#)

Zone delegates requested a copy of the report be circulated.

**Noted**

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

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### **RESOLUTION**

**Moved:** Mayor Logan Howlett  
**Seconded:** Mayor Carol Adams

**That the next meeting of the South Metropolitan Zone will be held Monday 24 February at the City of Fremantle commencing at 5.30 pm.**

**CARRIED**

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## **11. CLOSURE**

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There being no further business the Chair declared the meeting closed at 7.15pm.

