

Pilbara Country Zone

Minutes

22 August 2023

Pilbara Country Zone

Meeting was held via MS Teams on Tuesday, 22 August 2023.

The Chair opened the meeting at 11:34 am.

Acknowledgement of Country

We, the delegates of the Pilbara Country Zone acknowledge the traditional owners of this land that we are meeting on today and pay our respects to Elders past, present and future.

Minutes

MEMBERS

2 Voting Delegates from each Member Council

City of Karratha	Mayor Peter Long - Chair
Town of Port Hedland	Mayor Peter Carter Mr Carl Askew, Chief Executive Officer, non-voting delegate
Shire of East Pilbara	President Cr Anthony Middleton Cr Wendy McWhirter-Brooks (<i>joined at 11:55am</i>) Mr Steven Harding, Chief Executive Officer non-voting delegate
Shire of Ashburton	President Cr Kerry White Cr Linton Rumble Cr Alana Sullivan (Observer) Mr Kenn Donohoe, Chief Executive Officer non-voting delegate
WALGA Secretariat	Cr Paul Kelly, Deputy President Alina Hobson, Policy Officer Community Chantelle O'Brien, Governance Support Officer
DLGSC Representative	Mr Toby Cotterell, Regional Manager

APOLOGIES

City of Karratha	Cr Daiva Gillam Ms Virginia Miltrup, Chief Executive Officer non-voting delegate
Town of Port Hedland	Cr Tim Turner
Regional Development Australia – Pilbara	Mr Tony Simpson
Roadwise	Mr Greg Hayes, Roadwise

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ANNOUNCEMENTS

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

Agenda Papers were emailed 7 days prior to the meeting date to your Council for distribution to Zone Delegates.

Confirmation of Attendance attendance was noted prior to the commencement of the meeting.

ATTACHMENTS WITH THE AGENDA

1. President's Report
2. Status Report
3. DLGSC August Update

1. DECLARATION OF INTEREST

Elected Members 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.

2. DEPUTATIONS

2.1 Department of Local Government, Sport and Cultural Industries Representative Update Report

Chair, Mayor Peter Long brought forward the Department of Local Government Sport and Cultural Industries report.

The Department of Local Government, Sport and Cultural Industries representative Toby Cotterell, provided an update the Zone. The DLGSC August Update was distributed with the Agenda.

Noted

3. CONFIRMATION OF MINUTES

RESOLUTION

Moved: Mayor Peter Carter
Seconded: President Cr Kerry White

That the Minutes of the meeting of the Pilbara Country Zone held on 26 June 2023 be confirmed as a true and accurate record of the proceedings.

CARRIED

4. BUSINESS ARISING

4.1 Zone Status Report

There are no outstanding items for the Pilbara Zone Status Report.

5. STATE COUNCIL AGENDA - MATTERS FOR DECISION

(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)

The full State Council Agenda can be found via link: [State Council Agenda 13 September 2023](#)

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

Matters for Decision

7.1 Local Emergency Management Arrangements (LEMA) Advocacy Position

That WALGA endorse the following position on Local Emergency Management Arrangements (LEMA):

1. *The State Government should fund the implementation of the Local Emergency Management Arrangements (LEMA) Improvement Plan endorsed by the State Emergency Management Committee (SEMC).*
2. *A reformed LEMA system should:*
 - a) *Clearly articulate the roles and responsibilities of Local Governments in emergency management;*
 - b) *Simplify the reporting processes and reduce the administrative burden of maintaining compliance;*
 - c) *Provide a suite of scalable tools and guidance materials that are accessible through an online knowledge hub;*
 - d) *Build the emergency management capacity and capability of Local Governments through the provision of targeted training, exercising support, human resources and sustainable funding;*
 - e) *Assist Local Governments to continue to deliver their core business activities and provide public information during an emergency event;*
 - f) *Improve the connectivity of Local Governments' various risk management and hazard planning processes through an integrated approach; and*
 - g) *Enable resource sharing and collaboration across the Local Government sector.*

7.2 Advocacy Position on Road Works during Total Fire Ban

That WALGA endorse the following principles in relation to the exemptions and conditions under which road works may be undertaken during a Total Fire Ban:

1. Road Activity Tiers: That there be a tiered risk approach for road work activities and associated controls, based on the proposed activities and fire danger forecast.

2. Local Government operations: That any controls specified in regulations to provide effective risk mitigation and response be able to be implemented within the works crew deployed for the task.
3. Reduce Red Tape: That the processes where repeated notification to DFES for the same task at the same location is required be streamlined.

Policy Team and Committee Reports

- 8.1 Environment and Waste Policy Team Report
- 8.2 Governance and Organisational Services Policy Team Report
- 8.3 Infrastructure Policy Team Report
- 8.4 People and Place Policy Team Report
- 8.5 Municipal Waste Advisory Council (MWAC) Report

Matters for Noting

- 9.1 Flying Minute – Consistent Local Planning Schemes
- 9.2 Flying Minute – Submission on the Draft State Waste Infrastructure Plan
- 9.3 Flying Minute – Submission on Directions Paper: Review of the Waste Avoidance and Resource Recovery Strategy 2023
- 9.4 Flying Minute – Submission on Discussion Paper: Stage 3 Biosecurity and Agriculture Management Act 2007 Review
- 9.5 Flying Minute – Independent Strategic Review of the Infrastructure Investment Program Submission
- 9.6 Flying Minute – Submission on Discussion Paper – Wired for Change: regulation for small electrical products and solar photovoltaic system waste
- 9.7 Concurrent Commonwealth Disaster Reviews

RESOLUTION

Moved: Cr Linton Rumble
Seconded: Mayor Peter Carter

That the Pilbara Country Zone:

1. **Supports all Matters for Decision, Policy Team and Committee Reports as listed above in the September 2023 State Council Agenda; and**
2. **Notes all Matters for Noting and Organisational Reports as listed in the September 2023 State Council Agenda.**

CARRIED

6. BUSINESS

6.1 Commonwealth Disaster Ready Fund – Round Two

By Rachel Armstrong, Senior Policy Advisor Emergency Management

Executive Summary

- The [Disaster Ready Fund](#) (DRF) is a \$200 million Commonwealth Government fund that provides grants to government and non-government organisations to help them reduce disaster risk.
- Expressions of Interest (EOIs) for DRF Round 2 are open now and applications for Round 2 will open in early 2024.
- Benefits to Local Governments in applying for the DRF include building partnerships with other organisations and receiving financial assistance for projects that reduce community vulnerability to disasters.
- The Department of Fire and Emergency Services (DFES) is actively engaging with organisations in preparation for Round 2 of the DRF, to identify projects that are most likely to be successful, as well as providing support and advice to develop strong applications.
- DFES is encouraging Local Governments interested in applying for DRF Round 2 to start planning now.
- DFES is holding a [grants webinar](#) on **Monday 4 September**, 10am to 12pm, which will provide more detail on how to submit a successful grant application, and the support available.

Background

The first round of the DRF opened on 10 January and closed 6 March 2023. 19 out of 23 successful Western Australian projects involved Local Governments. Although many WA Local Governments that applied to Round One of the DRF were successful, WA were only allocated just over \$8 million of the total \$200 million available. Successful projects from the first round are listed [here](#).

EOIs for DRF Round 2 are open now and applications for Round 2 will open in early 2024.

Comment

Examples of the types of projects that were successful across Australia, and may be of interest to Local Governments considering applying for a DRF grant in Round Two include:

- Evacuation centre upgrades
- Coastal erosion mitigation
- Flood resilience
- Community disaster risk reduction and resilience projects
- Green canopy initiatives
- Community engagement, education, and preparedness
- Improving natural environments to build resilience.

The extra support being provided by DFES through the early EOI process may help increase DRF funding to Local Governments in Round Two. A key factor in funding success is a well substantiated application, which can be resource intensive to develop.

DFES will hold a grants webinar 10am - 12pm, **Monday 4 September**, with information on how to submit a successful grant application, and what support is available. Register your interest [here](#).

Further information is available on the [SEMC website](#) or semc.grants@dfes.wa.gov.au.

Noted

Cr Wendy McWhirter-Brooks joined the meeting at 11.55am.

6.2 2023 Local Government Elections – Zone Office Bearer Elections

By Chantelle O'Brien, Zone Executive Officer

BACKGROUND

With the bi annual Local Government elections being held on Saturday, 21 October 2023, Zones will also be required to hold an election process for State Council representatives.

A chronological overview of the process is detailed below:

- Local Government elections occur on Saturday, 21 October 2023.
- Member Councils to elect/appoint their Zone Delegates and to advise the Zone Executive Officer, as soon as possible but preferably by 3 November 2023.
- For the purpose of electing their representatives and deputy representatives to the WALGA State Council, the Zones are required to hold these elections at their November 2023 meeting.
- Zones to advise WALGA, in writing, of their elected State Council representative and deputy representative immediately following the 2023 November Zone meeting.
- A State Councillor Induction Session will be held for all State Council representatives and deputy representatives before the first meeting in December.
- The new State Council will take office at the Ordinary Meeting of State Council on **6 December 2023**.

In relation to the nominations and election process to be followed by each Zone in electing a representative and deputy representative to the WALGA State Council, the below process has been instituted by State Council:

1. *Zone Executive Officer to write to all Member Councils no later than 1 month prior to the Zone meeting at which the election is to be held calling for nominations from Delegates to the Zone for the positions of representative and deputy representative to State Council. The correspondence is to state that all nominations are to be made in writing to the Zone Executive Officer, and only Elected Members who are a nominated Zone Delegates are eligible to nominate. The time period for the receipt of nominations preferably is to be one week prior to the Zone meeting at which the election will be held. However, Nominations will be accepted from the floor at the Zone meeting.*
2. *Zone Executive Officer to receive written nominations from Zone Delegates for the positions of representative and deputy representative to State Council and then provide written confirmation to Member Councils of the nominations received.*
3. *Elections are to be held at the next Zone meeting as the first item of business. Nominations will be permitted from the floor at the Zone meeting. Where there is more than one nomination for each vacant position, an election will be conducted using a secret ballot, with the Zone Executive*

Officer to represent WALGA as the returning officer for the election. Prior to the ballot, nominees for each position are to be extended the opportunity to provide a 2 minute election bid to Delegates.

- 4. All voting Delegates to the Zone are entitled to cast one (1) vote in the ballot process. The candidate with the greater or greatest number of votes is elected to the office.*
- 5. **Tied vote** – in the event of a tied vote, election will be determined by drawing names from a box. The Secretariat will put the names of the candidates concerned in a box and the first name drawn is the Elected Member.*
- 6. Zone Executive Officer to advise WALGA in writing immediately following the Zone meeting of the outcome of their elections.*

If you have any questions or require further information in relation to the above mentioned process, please contact Tony Brown, Executive Director Member Services on 9213 2051 or email tbrown@walga.asn.au.

RESOLUTION

Moved: Mayor Peter Carter
Seconded: Cr Linton Rumble

That the Pilbara Country Zone note the process for election of Zone Representative and Deputy Representative to the WALGA State Council.

CARRIED

7. OTHER BUSINESS

Nil.

8. EXECUTIVE REPORTS

8.1 President's Report to the Zone

WALGA Deputy President, Cr Paul Kelly presented the President's Report.

Noted

8.2 State Councillor's report to the Zone

WALGA State Councillor, Mayor Peter Long presented on the previous State Council meeting.

Noted

8.3 Department of Local Government, Sport and Cultural Industries Representative Update Report.

Please refer to item 2.1

8.4 Regional Development Australia – Pilbara Region.

Regional Development Australia – Pilbara Region Chief Executive Officer, Tony Simpson provided an update to the Zone.

Noted

9. DATE, TIME AND PLACE OF NEXT MEETING

RESOLUTION

Moved: Cr Linton Rumble
Seconded: Mayor Peter Carter

That the next ordinary meeting of the Pilbara Country Zone be held on Thursday, 23 November 2023, to be held at WALGA Wattle Meeting Room, commencing at 11:30am.

CARRIED

10. CLOSURE

There being no further business the Chair declared the meeting closed at 12:44pm.