

South East Metropolitan Zone

Minutes

22 November 2023

South East Metropolitan Zone

Hosted by the City of Canning
1317 Albany Highway, Canning
Wednesday, 22 November 2023.

The Chair opened the meeting at 6:00pm

Acknowledgement of Country

We, the Zone members acknowledge the continuing connection of Aboriginal people to Country, culture and community. We embrace the vast Aboriginal cultural diversity throughout Western Australia, including Boorloo (Perth), on the land of the Whadjuk Noongar People, where this meeting is being held and we acknowledge and pay respect to Elders past and present.

Minutes

MEMBERS

2 Voting Delegates from each Member Council

City of Armadale	Mayor Ruth Butterfield Cr Michelle Silver Mr Jason Lyon, Executive Director Corporate Services - non-voting delegate
City of Canning	Mayor Patrick Hall Cr Michelle Hurn Mr Michael Littleton, Chief Executive Officer – non-voting delegate
City of Gosnells	Cr Adam Hort Cr Kevin McDonald Mr Ian Cowie, Chief Executive Officer - non-voting delegate
City of South Perth	Cr Bronwyn Waugh Cr Jennifer Nevard Mr Mike Bradford, Chief Executive Officer – non-voting delegate
Town of Victoria Park	Cr Lindsay Miles Cr Daniel Minson (Deputy) Mr Anthony Vuleta, Chief Executive Officer – non-voting delegate
WALGA Secretariat	Ms Nicole Matthews, Executive Manager Policy Ms Coralie Claudio, Senior Policy Advisor Planning
Guest Speakers	Ms Shelley Shepherd, Director, Urbaqua

APOLOGIES

Town of Victoria Park	Cr Peter Devereux
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ANNOUNCEMENTS

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

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.

ATTACHMENTS WITHIN THE AGENDA

1. Draft Minutes of the previous meeting
2. President's Report
3. Protocols and Standing Orders
4. Department of Local Government, Sports and Cultural Industries – November Update

1. ELECTIONS

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

Pursuant to the WALGA Constitution, the Secretariat assumed the Chair for conducting the election of office bearers, State Council Representative and Deputy State Council Representative.

Guidelines for elections were distributed to Member Councils via email letter dated 17 October 2023.

The election for the Chair and Deputy Chair shall be conducted and the term set at two years expiring in November 2025, in line with the terms of State Council representatives and in sync with Local Government Elections.

Zone Chair

No written nominations were received prior to the meeting. Nominations were called from the floor.

The following nomination was received.

- Cr Bronwyn Waugh City of South Perth

DECLARATION

That Cr Bronwyn Waugh is elected as Chair of the South East Metropolitan Zone for the term of 2 years, November 2023 to November 2025.

Deputy Zone Chair

No written nominations were received prior to the meeting. Nominations were called from the floor.

The following nomination was received.

- Mayor Patrick Hall City of Canning

DECLARATION

That Mayor Patrick Hall is elected as Deputy Chair of the South East Metropolitan Zone for the term of 2 years, November 2023 to November 2025.

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

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 2023 and concluding on the day before the Ordinary Meeting of State Council in December 2025.

For the South East Metropolitan Zone, there are two (2) representative positions on State Council and two (2) Deputy representative positions.

State Councillor

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

- Cr Adam Hort City of Gosnells
- Mayor Patrick Hall City of Canning

Nominations were also called from the floor. No further nominations were received.

In accordance with the guidelines endorsed by State Council, candidates were afforded the opportunity to make a 2 minute election bid prior to the secret ballot being taken.

DECLARATION

That:

- **Cr Adam Hort City of Gosnells**
- **Mayor Patrick Hall City of Canning**

are elected as State Council Representatives of the South East Metropolitan Zone to the State Council for the term of 2 years, December 2023 to December 2025.

Deputy State Councillor

The following written nomination was received for the position of Deputy State Council Representative:

- Cr Adam Hort City of Gosnells

Cr Adam Hort withdrew his nomination.

Nominations were called from the floor.

The following nominations were received:

- Mayor Ruth Butterfield City of Armadale
- Cr Bronwyn Waugh City of South Perth

DECLARATION

That:

- **Mayor Ruth Butterfield City of Armadale**
- **Cr Bronwyn Waugh City of South Perth**

are elected as Deputy State Council Representatives of the South East Metropolitan Zone to the State Council for the term of 2 years, December 2023 to December 2025.

2. DECLARATION OF INTEREST

Elected Members must declare to the Chairperson 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.

3. DEPUTATIONS

3.1 Water Sensitive Transition Network

The Water Sensitive Transition Network is working with [Water Sensitive Cities Australia](#) and [New Water Ways](#) to increase awareness across Local Government senior executives and Elected Members of the principles and practices of a water sensitive city.

Shelley Shepherd from Urbaqua showcased the benefits of water sensitive cities, highlighted the water resource issues facing each Local Government and demonstrate how WSC principles and practices are able to address the latest concerns and strategic goals of each Local Government.

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

The Department of Local Government Sports and Cultural Industries November update was attached to the Agenda.

Noted

4. CONFIRMATION OF MINUTES

RESOLUTION

Moved: Mayor Patrick Hall
Seconded: Cr Kevin McDonald

That the Minutes of the meeting of the South East Metropolitan Zone held on 23 August 2023 be confirmed as a true and accurate record of the proceedings.

CARRIED

5. BUSINESS ARISING

5.1 Zone Status Report.

There were no outstanding items for the Zone's status report for November.

Noted

6. 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 6 December 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 2023 Annual General Meeting Resolutions

That:

1. the following resolutions from the 2023 WALGA Annual General Meeting be referred to the People and Place Policy Team for further work to be undertaken:
 - 5.1 Local Governments' representation at the State Administrative Tribunal relating to planning matters within its district

That WALGA lobby the State Government for legislative reform to enable Local Governments the automatic right to be a represented party at all State Administrative Tribunal hearings related to planning matters within its district.

- 5.2 Land Use Policy

That WALGA establish and promote policies to protect and prioritise the preservation of agricultural land against its displacement by non-agricultural activities that lead to a net reduction of the State's productive agricultural land.

5.4 Regional and Remote Housing

That WALGA advocates to the WA State and Commonwealth Governments to address the dire shortage of affordable key worker family housing options in regional and remote towns to encourage families to live and work in regional and remote towns. Social housing is addressed at both the State and Federal levels.

2. State Council notes that the following resolution is being considered in Agenda item 7.2 of this meeting Agenda:

5.3 Transparency – Management Order Determinations

That WALGA:

1. *Advocates for Department of Planning, Lands and Heritage to consult and collaborate with Local Governments in reviewing and publishing its policies, decision making criteria, guidelines and procedures associated with the administration of management orders;*
2. *Ensure the review recognises the cost burden on local governments in managing reserves and options for supporting local governments in meeting that responsibility; and*
3. *Calls for proactive consultation and advice to Local Government management bodies.*

7.2 Advocacy Position – Crown Land and Management Order Administration – Land Administration Act 1997

That WALGA endorse the below Advocacy Position:

Crown Land and Management Order Administration - Land Administration Act 1997

WALGA advocates to the Department of Planning, Lands and Heritage (DPLH) to:

1. Apply the following principles when dealing with matters affecting Local Government's role in managing Crown land:
 - a. Local Government is an equal partner with State Government in managing, developing and administration of Crown land for community benefit.
 - b. Local Government should be provided timely advice and consulted where State Government proposals impact management of or investment in Crown land.
 - c. Ensure timely communication with Local Government where DPLH intends to challenge an intention to levy leasing or land use revenues under a power to lease arrangement.
 - d. Decision-making criteria, policy and procedure transparency contributes to whole of government efficiency, effectiveness and accountability.
2. Publish the policies and procedures that underpin decision making regarding:
 - a. Establishing, varying or revoking management orders.
 - b. Leasing Crown land or facilities, subject to a management order.
 - c. Decision review where a management body or proponent lessee is dissatisfied with a decision or process.

7.3 Review of Public Open Space Advocacy Positions

That WALGA endorse:

1. the deletion of Advocacy Position 4.3 *Water Management*;
2. the deletion of Advocacy Position 4.4 *Public Open Space*; and
3. new Advocacy Position 6.11 *Public Open Space* as follows:

6.11 Public Open Space

New subdivisions and developments should provide appropriate Public Open Space (POS) or POS contributions to provide environmental benefits and meet the needs of the community.

The State Government should take a leadership role in the strategic planning of POS, in consultation with Local Government, including:

1. *Reviewing the requirement for a minimum 10 per cent of all new residential land to be provided as POS to determine if this metric is still appropriate.*
2. *Developing a 10+ year regional level sporting facilities plan to identify and prioritise gaps in regional sporting facilities and acquire and fund regional open spaces, specifically sporting facilities, in a timely manner to align with population growth.*
3. *Developing contemporary legislative and policy mechanisms to ensure that:*
 - a. *POS design and delivery:*
 - i. *appropriately allocates different POS uses and purposes, balancing environmental, recreational, sporting and community needs.*
 - ii. *does not have its use impeded by drainage and utilities facilities.*
 - iii. *is accessible and appropriately distributed.*
 - iv. *is cost effective to enable sustainable maintenance and replacement by Local Government.*
 - v. *is responsive to urban ecology, regional climatic conditions, and climate change.*
 - vi. *considers water requirements and availability as a priority, includes water sensitive urban design principles, and prioritises water allocations for the irrigation and maintenance of functional active recreational and sport facilities.*
 - b. *POS cash in lieu contributions are equitable, transparent, and simplified by:*
 - i. *streamlining the process to collect and expend cash in lieu contributions by delegating functions to Local Government.*
 - ii. *broadening how cash in lieu funds can be spent to include works beyond the current scope.*
 - iii. *allowing for the collection of cash in lieu contributions at development application stage and for all forms of subdivision, including two lot subdivisions or developments.*
 - iv. *investigating the option of a standard fixed rate contribution fee per lot or dwelling when contributions are intended for public open space upgrades.*
4. *Providing guidance documents and support to assist Local Governments with their strategic POS planning.*

7.4 2024 Salaries and Allowances Tribunal Remuneration Inquiry for Local Government Chief Executive Officers and Elected Members

That WALGA endorse the submission to the 2024 Salaries and Allowances Tribunal Remuneration Inquiry for Local Government Chief Executive Officers and Elected Members.

7.5 Household Hazardous Waste Policy Statement and Advocacy Position

That WALGA:

1. Rescind the 2003 WALGA *Household Hazardous Waste Policy Statement* and Advocacy Position 7.10 Household Hazardous Waste; and
2. Endorse a new Household Hazardous Waste Policy Statement and Advocacy Position as follows:

7.10 Household Hazardous Waste

1. *Household Hazardous Waste (HHW) is a small but significant component of the waste stream which requires specialised management strategies to protect human health, property and the environment.*
2. *This requires:*
 - a. *Effective Product Stewardship for all HHW; and*

- b. *The maintenance and expansion of the HHW Program, funded by the State Government and Product Stewardship Schemes, to provide for the management of HHW collected from the community by Local Government.*

7.6 Waste Education Policy Statement and Advocacy Position

That WALGA:

1. Rescind the existing WALGA *Waste Management Education Policy Statement 2008* and Advocacy Position 7.8 *Waste Management Education*; and
2. Endorse a revised WALGA *Waste Education Policy Statement 2023* and Advocacy Position as follows:
 1. *Waste education is essential part of waste management that empowers the community to engage in waste avoidance, reuse and recovery, and to use services correctly.*
 2. *Effective waste education requires:*
 - a. *Consistent communications by all stakeholders to ensure messages are clear and the community has confidence in the information provided.*
 - b. *A strategic and long-term investment from the State Government, with funding mechanisms in place to support and enable collaboration between Local Governments and Regional Councils.*
 - c. *Recognition of waste education in the definition of 'waste service' in the Waste Avoidance and Resource Recovery Act 2007, in order to allow a charge for waste education as part of the waste service charge.*
 - d. *Identification of priority problematic materials within the waste stream and ongoing advocacy for evidence based alternative approaches.*

7.7 Submission E-Waste Landfill Ban Regulations

That WALGA endorse the Submission on the *Waste Avoidance and Resource Recovery (e-waste) Regulations 2023*.

7.8 Submission on Philanthropic Engagement Framework for Emergency Management

That WALGA endorse the submission to the State Emergency Management Committee on the Draft *Philanthropic Engagement Framework for Emergency Management*.

7.9 Submission to the WA Action Plan for Young People Consultation Paper

That WALGA endorse the submission to the *WA Action Plan for Young People Consultation Paper*.

RESOLUTION

Moved: Cr Adam Hort
Seconded: Cr Jennifer Nevard

That the South East Metropolitan Zone:

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

CARRIED

7. BUSINESS

7.1 2024 Proposed Meeting Dates

By Chantelle O'Brien, Zone Executive Officer

BACKGROUND

A schedule of the proposed meeting dates for the South East Metropolitan Zone 2024 has been 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 South East Metropolitan Zone for 2024 require adoption by delegates.

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

NOTICE OF MEETINGS
SOUTH EAST METROPOLITAN ZONE MEETING
2024

Zone Meeting Dates Wednesday	Time	HOST COUNCIL	State Council Meeting Dates 2024
21 February	Wednesday 6.00 pm	City of Armadale	Wednesday 6 March 2024
17 April	Wednesday 6.00 pm	Town of Victoria Park	Regional Metro Wednesday 1 May 2024
19 June	Wednesday 6.00 pm	City of Gosnells	Wednesday 3 July 2024
21 August	Wednesday 6.00 pm	City of South Perth	Regional Meeting 5-6 September 2024
20 November	Wednesday 6.00 pm	Town of Victoria Park	Wednesday 4 December 2024

Note: Due to the City of Canning hosting twice in 2023, Town of Victoria Park have agreed to host twice for 2024.

RESOLUTION

Moved: Cr Kevin McDonald

Seconded: Cr Jennifer Nevard

That the 2024 proposed schedule of meetings for the South East Metropolitan Zone be adopted.

CARRIED

8. OTHER BUSINESS

Nil.

9. EXECUTIVE REPORTS

9.1 WALGA President's Report

The WALGA representative presented the President's Report.

Noted

9.2 State Councillor's report to the Zone

WALGA State Councillor presented on the previous State Council meeting.

Noted

10. DATE, TIME AND PLACE OF NEXT MEETING

The next ordinary meeting of the South East Metropolitan Zone will be held on Wednesday, 21 February 2024 at the City of Armadale commencing at 6:00pm.

11. CLOSURE

There being no further business the Chair declared the meeting closed at **6.47pm**.