

# South East Avon Voluntary Regional Organisation of Councils (S E A V R O C)

## M I N U T E S

Executive Committee Meeting  
*held at the*  
**Shire of Quairading - Lesser Hall**  
Tuesday, 11 December 2012



## **S E A V R O C**

(SOUTH EAST AVON VOLUNTARY REGIONAL ORGANISATION OF COUNCILS)

### **MINUTES OF EXECUTIVE COMMITTEE MEETING**

SHIRE OF QUAIRADING – LESSER HALL  
THURSDAY, 11 DECEMBER 2012 AT 1:50PM

#### **1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

##### **1.1 Opening**

The Chairman formally welcomed Delegates and attendees to the Meeting.

##### **1.2 Announcement of Visitors**

Invitations were extended to:

- Ms Wendy Newman Chief Executive Officer – Wheatbelt Development Commission
- Ms Caroline Tuthill Senior Project Officer – Department of Local Government
- Mr Tony Brown Executive Manager – Governance and Strategy – Western Australian Local Government Association
- Ms Joanne Burges Regional Cooperation Manager – Western Australian Local Government Association.

#### **2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

##### **2.1 Present**

- |                    |               |                           |
|--------------------|---------------|---------------------------|
| Shire of Beverley  | - Cr C Pepper | - Deputy President        |
| Shire of Beverley  | - Cr P Gogol  | - Councillor              |
| Shire of Beverley  | - Mr S Gollan | - Chief Executive Officer |
| Shire of Cunderdin | - Cr G Cooper | - Councillor (Chairman)   |
| Shire of Cunderdin | - Mr P Naylor | - Chief Executive Officer |

Shire of Quairading	- Cr G Anderson	- Deputy President
Shire of Quairading	- Mr G Fardon	- Chief Executive Officer <i>(From 2.27pm)</i>
Shire of Tammin	- Cr S Uppill	- President
Shire of Tammin	- Mr G Stanley	- Chief Executive Officer
Shire of York	- Cr T Boyle	- President
Shire of York	- Cr R Scott	- Deputy President
Shire of York	- Cr P Hooper	- Councillor
Shire of York	- Mr R Hooper	- Chief Executive Officer
Shire of York	- Ms T Cochrane	- Deputy Chief Executive Officer
Wheatbelt Development Commission	- Ms W Newman	- Chief Executive Officer <i>(From 2.00pm)</i>
Dominic Carbone and Associates (DCA)	- Mr D Carbone	- Executive Officer
Dominic Carbone and Associates (DCA)	- Mr D Long	- Consultant

## 2.2 Apologies

Shire of Beverley	- Cr D Ridgway	- President
Shire of Cunderdin	- Cr R Carter	- President
Shire of Quairading	- Cr D Richards	- President
Western Australian Local Government Association	- Mr T Brown	- Executive Manager – Governance and Strategy
Western Australian Local Government Association	- Ms J Burges	- Regional Cooperation Manager

## 2.3 Leave of Absence

Nil.

The Chairman advised that Ms W Newman would be in attendance at approximately 2:00pm, and had been invited to discuss the following matters:

- Aged care.
- Regional Trust.
- Wheatbelt Development Commission allocations for regional projects.
- Debate on regional projects.

Members were advised that this meeting had been called as there were a number of matters requiring the Group's decision, and which had been determined to sit with the South East Avon Voluntary Regional Organisation of Councils (SEAVROC), rather than the South East Avon Regional Transition Group (SEARTG).

Further, that the Shire of Brookton had been invited to attend, with the need for Brookton to confirm their membership of the Group.

In addition, the Shire of Beverley were in attendance as a member of the Group, with the need to discuss processes, regional projects, and whether Beverley wished to remain with this Group given the present funding allocations.

### **3. DEPUTATIONS/PRESENTATIONS**

#### **3.1 Deputations**

Nil.

#### **3.2 Presentations**

Nil.

### **4. CONFIRMATION OF MINUTES**

Executive Committee Meeting of SEAVROC held on Thursday, 03 March 2011.

***MOVED Cr C Pepper, Seconded Cr S Uppill, that the Minutes of the South East Avon Voluntary Regional Organisation of Councils (SEAVROC) Executive Committee Meeting, held on Thursday, 03 March 2011, be received.***

**CARRIED UNANIMOUSLY**

## **5. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil.

## **6. REPORTS OF THE EXECUTIVE OFFICER**

SE-001-12	<b>STATUS REPORT – OUTSTANDING BUSINESS FROM EXECUTIVE COMMITTEE MEETINGS</b> (File: serpt001-12)
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The Executive Officer drew attention to this item of business, providing comment on the following:

- Report deals with outstanding matters, namely preparation of Asset Management Plans and Local Law Review.
- Updates detailed within the report.
- Projects nearing completion.
- Asset Management Plans are complete with the exception of Tammin.
- Local Laws – Waste and Health Local Laws cannot be progressed as the Review Committee had raised concerns in this regard.

The Chairman drew attention to discussions at the SEARTG Board Meeting earlier, querying the ability to repeal and replace the local laws, with Mr D Long providing comment on the following points:

- Issues exist with both Local Laws.
- The Waste Local Law is currently with the Crown Solicitor's Office for legal advice.
- The Waste Local Law is ultra vires, as it goes beyond the power of the legislation set down.
- The Crown Solicitor is looking at the current model for this Law.
- Inherent problems with the way the Law has been drafted, and the power of the legislation.
- Until these issues can be resolved, the Waste Local Law cannot be addressed.

- The Joint Standing Committee is sitting on all other Waste Local Laws for this reason.
- Issues with the Waste Local Law have a flow on affect with the Health Local Law, as the provisions under this Law control the handling and disposal of waste.
- Repeal and amendments are not able to be progressed with the Health Local Law until matters are resolved with the Waste Local Law.
- WALGA has been in discussion with the Department on timing of the Crown Solicitor's advice.
- No estimated date at this point.
- The model local law for Waste was drafted by WALGA, with advice and input from the Department of Environment and Conservation (DEC), and the Department for Local Government.
- Issues were not flagged until the draft Local Law was tested in 2011, some two years after development.

There being no further discussion, it was:

***MOVED Cr P Hooper, Seconded Cr G Anderson, that Report No SE-001-12 – Status Report – Outstanding Business from Executive Committee Meetings, be received.***

**CARRIED UNANIMOUSLY**

SE-002-12	<b>MATTERS FOR DISCUSSION</b> (File: serpt002-12)
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## **1. Membership of SEAVROC**

The Chairman drew attention to matters for discussion, namely membership of SEAVROC, and in particular the Shire of Brookton's membership.

Mr R Hooper provided comment on Max Trenorden's subsidiary legislation being lost, and queried the status of Minister Castrilli's subsidiary legislation. The Chairman advised that his understanding was that Minister Castrilli's legislation was yet to be presented.

Cr S Uppill advised that communication had been received advising that the government had voted against bringing the motion forward, with Cr P Hooper providing comment in relation to the status of each piece of legislation, namely that both technically "remained on the books".

The Chairman drew attention to the Shire of Brookton's membership of SEAVROC, seeking the Group's direction in this regard.

Cr P Hooper suggested that correspondence be forwarded to Brookton requesting advice within one month on whether they wished to continue membership or not.

General discussion followed, covering:

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|-------------------|---|
| Chairman          | <ul style="list-style-type: none"><li>• Request for letter from Brookton confirming membership.</li></ul>   |
| Cr S Uppill       | <ul style="list-style-type: none"><li>• Queried wording of the Memorandum of Understanding (MOU) in relation to membership.</li></ul>   |
| Cr P Hooper       | <ul style="list-style-type: none"><li>• Understands there is inability to resign unless all members are in agreement.</li></ul>   |
| Executive Officer | <ul style="list-style-type: none"><li>• Does not concur with Cr P Hooper's comment.</li></ul>   |
| Cr S Uppill       | <ul style="list-style-type: none"><li>• Advises that WEROC requirement is for written advice by 31 December, advising of withdrawal on 30 June the following year.</li></ul>  |
| Chairman          | <ul style="list-style-type: none"><li>• Advises that full consensus is required for new members.</li><li>• Does not recall anything specific for withdrawal from the Group, however wording will be checked.</li><li>• Correspondence to Brookton seeking their advice.</li></ul> |

It was then:

***MOVED Cr P Hooper, Seconded Cr S Uppill, that the Executive Officer forward correspondence to the Shire of Brookton seeking advice within one month of the Shire's intention to continue membership of the South East Avon Voluntary Regional Organisation of Councils.***

**CARRIED UNANIMOUSLY**

With the agreement of Members, discussion on Items 2, 3 and 4 were held over until the arrival of Ms W Newman, Chief Executive Officer, Wheatbelt Development Commission.

Mr R Hooper queried allocation of funds within the 10 Year Financial Plan for provision of services to SEAVROC by the Executive Officer. The Chairman suggested that the Executive Officer prepare a budget estimate for the next twelve months for each Member Local Government to give consideration to. Further, that this was dependent on amalgamation.

A query followed, with the Chairman confirming that matters to be dealt with by SEAVROC are dependent on the decision to proceed to amalgamation in 2014. It is understood that under such circumstances, SEAVROC would cease to exist, and a new agreement required for any regional activity. Further, confirming that the Executive Officer will prepare an 18 month budget estimate for the provision of services in this regard.

Following a query from the floor, the Chairman further advised that the Group may wish to elect a Chairperson at this meeting, which had not been done at this point given the Group had not met for twelve months.

There being no further comment, the Chairman invited Chief Executive Officers to provide comment in relation to Item 5.

## **5. Regional Projects and the New Competitive Process in Relation to Royalties for Regions CLG Funding**

Mr R Hooper

- Agreement is in place on how funds were to be shared for the 2010/2011, 2011/2012 and 2012/2013 Financial Years.
- Review of the Local Government Regional Funding indicates the 2013/2014 will be on an allocated basis for the same grouping.
- Quairading put forward their case for power connection, given the fact that the town is completely without power.
- Western Power costing - \$4.8M; with \$1.6M from the local government and Auspower.
- More than providing power to the industrial area, it is upgrading power to the town site.
- Considered a regional project.
- Tammin's project being caravan park and workers' accommodation, put forward two years ago, which has been confirmed.

- York Town Hall has been listed.
  - Airfield or aged housing for Cunderdin – dependent on grants.
  - Avondale project for Beverley has been flagged for upgrading.
  - Aged housing as a service to the community, with associated loss of rating income.
  - Chief Executive Officers have agreed on regional projects as detailed.
  - Projects have not been based on population, area, or finances.
  - Given the unknowns for 2014/2015 or 2015/2016, not game to go beyond the third and fourth year of the current four year cycle.
  - Equity to improve.
- Mr P Naylor
- Residue from the \$900,000 allocated for Quairading's power upgrade was to be redirected to the caravan park project.
  - York's issue of non rateability from aged housing.
  - Other Local Governments would be happy to take 10-12 aged units and not worry about the rating.
- Chairman
- Queried if Mr S Gollan participated in discussions at the Chief Executive Officers' meeting.
- Mr R Hooper
- Confirmed Beverley's participation.
- Chairman
- Projects agreed in principle to be part of the equity distribution through SEAVROC for regional projects.
  - To be successful, projects needed to be part of the planning process or regional planning strategy.
  - Success of two recreational projects.
  - Move to competitive applications on a state wide basis.

- Need to pursue regional allocation within competitive aspect.
  - Guidelines unknown at this point.
  - Planning to be well prepared in relation to applications for funding.
- Mr P Naylor
- Business plans to be presented by August 2013 in relation to funding.
  - Plans required six months earlier than anticipated.
- Cr P Hooper
- Speaks in support of Quairading's power project.
  - Comments on accommodation required for the 100 Auspower employees for the project.
- Chairman
- Believes the power project would also sit well with the Wheatbelt Development Commission blueprint being developed.
  - Unsure of funding sources available in this area.
  - Confirms the Quairading power project to be a good fit as suggested.
  - Projects have spin off of job creation and employment.
- Cr G Anderson
- Cr D Richards and Mr G Fardon met with Brendon Grylls recently, who is fully supportive of the power project.
  - Meeting to be held 12 December 2012 with Western Power and other parties.

Ms W Newman entered the meeting at 2:14pm, with the Chairman offering the Group's welcome. The Chairman then advised on discussion to this point, namely support for Quairading's power upgrade, caravan park and workers' accommodation at Tammin, and three other projects for the future.

Following the Chairman's invitation, Ms W Newman offered comment on the following points:

- Increased emphasis based on population and economic drivers.
- Avon Sub Regional Economic Planning complete and will provide litmus test on what is regional.
- Mr S Hicks will chair the review of the Country Local Government Fund.
- Funding looks set to become state wide competitive, and aligned with Royalties for Regions, the Regional Trust, and Regional Development Council.
- Looking at the individual projects, unless they are part of a bigger strategy such as tourism, it will be difficult to support funding in 2013/2014.
- Good evidence required to support proposed projects.
- Competition with such projects as Exmouth Boat Harbour, supported by four Gascoyne Local Governments, and Bunbury Inner Harbour.

Cr S Uppill queried Cunderdin airfield and aged housing, with Ms W Newman suggesting that if aged housing was part of a sub regional strategy and a population driver due to the lack of quality housing, this would be supported.

The Chairman suggested the Group had some work to do, however were committed to the projects agreed to.

Ms W Newman suggested that there was a theme with Avondale and the York Town Hall, advising that Avon Tourism will be developing a strategic plan in the New Year. Further, advising that these projects can be justified through that process, and suggesting that the Group link its projects to the bigger picture and strategies.

Mr R Hooper raised concerns with linkage to population, providing percentage ratio examples of 1 person from a town of 300, versus 30 people in a town of 10,000.

Ms W Newman then provided comment on the following:

- Not necessarily looking at a net gain in anything.
- In the Central East, a population leakage of people from communities due to lack of quality aged housing is a justification.

- Not about specific numbers, about being strategic and understanding the economic drivers.

There being no further comment, the Chairman sought endorsement of the projects report in principle, as presented, and taking on board Ms W Newman's comments.

It was then:

***MOVED Cr P Hooper, Seconded Cr T Boyle, that the Regional Projects report be accepted in principle, as presented, whilst taking on board Ms W Newman's comments.***

**CARRIED UNANIMOUSLY**

Mr G Fardon entered the meeting at 2:27pm and was welcomed by the Chairman, who then drew attention to Item 2, with discussion summarised as follows:

**2. Aged Care Planning and Wheatbelt Development Commission Model – Participation and Contribution**

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|----------|---|
| Chairman | <ul style="list-style-type: none"> <li>• Aged care planning and the model rolled out by the Wheatbelt Development Commission.</li> <li>• Request for SEAVROC's involvement, and what this entails.</li> </ul> |
|----------|---|

Ms W Newman provided a printed copy of her slide presentation to the Group, commenting on the following areas:

- Aged care has been identified across the Group's Country Local Government Regional Infrastructure Planning Forums.
- Aged care identified as the top two priorities for the last three years.
- Commissioner has committed some resources over time.
- Better understanding of where aged care is at.
- In a good place in terms of national aged care reform, in particular with the Southern Inland Health Initiative (SIHI); and review coming up in 2013.

- Good research and modelling anticipated which suits the dispersed population content of the Wheatbelt.
- Eleven local governments, NEWROC and WEROC, in the process of signing off on their reports.
- Rollout of the Integrated Aged Care Solutions for the whole of the Wheatbelt, with State and Federal interest.
- Tender has been awarded to Verso Consulting who has undertaken work in the Central East region.
- Aims of the process are to identify aged care services, accommodation, and governance models, for a highly dispersed population setting.
- Focus on accommodation which is rightfully the domain of local government, however there is a need to look at all elements together.
- Build on existing community assets.
- Solutions to guide sound investment.
- Moving away from the market incentive to attract private providers as this has proven unsuccessful in the Wheatbelt.
- Services to enable ageing in place, as outlined in the National Aged Care Reform Package.
- Page 3 of document provided to Members details approach successfully used in the Central East, including information collection, review of services in place, demographic review, etc.
- Model options.
- Recommendations and actions.
- Importance of place, community life, sense of ownership, focus on the person, and choice.
- Equity of access, practicality and viability.
- Planning for aged care precincts.
- Local government investment in aged care.
- Central East assessment details, packages, and service levels provided.

- Working at a sub regional ‘ROC’ level which is going well.
- Separate indigenous needs study.
- Investment of \$5,000 per local government, participation in five meetings, with Chief Executive Officers overseeing the process.
- Roles and responsibilities included in draft report.
- Anticipated completion prior to State election.
- Each Member of the Group will have a ‘Shire’ report, along with a regional and whole of region report.

Discussion followed, covering the following:

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|-------------|--|
| Chairman    | <ul style="list-style-type: none"> <li>• State and Federal Governments are happy with what is happening in this area.</li> <li>• Strong initiative shown.</li> <li>• Speaks in support of the process.</li> <li>• Urges the Group to take advantage of the process, expertise and staff, and to have interaction with the main players in the health area, as this will open opportunities.</li> <li>• Unsure of York’s progress in this area.</li> <li>• Suggests the moving of a recommendation for consideration by each respective Member Local Government.</li> </ul> |
| Mr R Hooper | <ul style="list-style-type: none"> <li>• Most Councils have independently resolved to allocate the \$5,000.</li> <li>• York has resolved in this regard.</li> <li>• Advised that Housing and Works and joint venture housing has provided almost all aged accommodation in the Wheatbelt over the last 30 years.</li> </ul>  |
| Ms W Newman | <ul style="list-style-type: none"> <li>• Housing and Works sit at the next stakeholder level.</li> </ul>   |

- Mr R Hooper
  - York does not have a problem with joint venture or Housing and Works projects.
  - Issues arise from private industry who charges a high fee whilst being eligible for rating exemptions.
  
- Ms W Newman
  - Central East have identified these issues, along with the pros and cons.
  
- Chairman
  - Queries if any of the Group are yet to allocate the required \$5,000, with all Member Local Governments confirming this allocation.
  
- Ms W Newman
  - Will negotiate and advise timeframes.
  
- Mr G Fardon
  - Queried grouping.
  
- Ms W Newman
  - SEAVROC grouping to remain.
  
- Mr G Fardon
  - Two to three Wheatbelt Councils who are yet to commit funding for this purpose.
  
- Cr P Hooper
  - Queried the ultimate picture of what this will look like, will it stay sub regional, or will it become a Wheatbelt Aged Care Policy.
  
- Ms W Newman
  - There will be a Wheatbelt Aged Care Plan, with the need to look at it sub regionally to relate to regional services.
  - Important that each community has something to retain their aged community, equating to approximately 9% for high care residential.
  - Central East model indicates that independent living and aged care packages cover the greater percentage of aged community needs.
  - Independent living, universal design, quality and ownership models.

- Strong lobbying and interest in the outcomes to improve match between population and home care packages.
- Cr P Hooper      • Concept is great.
- Concern on who will do the work.
- Ms W Newman     • Workforce is a recognised issue.
- Training and qualifications in aged care.
- Chairman          • Queries the need for a resolution and coordinated approach.
- Mr G Fardon      • Considers that there is a need to record support and participation of this Group in the Wheatbelt Aged Care Planning process.
- Invite the Wheatbelt Development Commission and Verso Consulting to work with SEAVROC in this regard.

It was then:

***MOVED Mr G Fardon, Seconded Cr P Hooper, that the South East Avon Voluntary Regional Organisation of Councils (SEAVROC) support and participate in the Wheatbelt Aged Care Planning process, and invite the Wheatbelt Development Commission and Verso Consulting to work with SEAVROC in this regard.***

**CARRIED UNANIMOUSLY**

The Chairman drew attention to Item 3, with discussion following.

**3.      Regional Trust Investment and Options as per the Wheatbelt Development Commission Presentation in Northam**

- Chairman      • Queried attendance at this presentation.
- Invited Ms W Newman to provide comment.

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|-------------|---|
| Ms W Newman | <ul style="list-style-type: none"> <li>• Forum held as a result of Country Local Government Planning Sessions.</li> <li>• Level of frustration on lack of funds to undertake desired developments.</li> <li>• Interest in setting up a trust for this purpose.</li> <li>• Discussion held with Bendigo Bank, who wishes to invest and share profits with the community.</li> <li>• Forum held to float this idea, with relevant information distributed.</li> <li>• Taken up by local government groups keen to pursue the idea.</li> <li>• Meetings to be scheduled.</li> <li>• If interested, the Development Commission would be happy to work with the Group in this regard.</li> </ul> |
| Chairman    | <ul style="list-style-type: none"> <li>• Queried legality of local government being involved in such structures.</li> <li>• Opinion provided that involvement is legal.</li> <li>• Needs purpose and objective, along with affordable commitment.</li> <li>• Infill sewerage may be a possible project.</li> </ul>  |
| Mr R Hooper | <ul style="list-style-type: none"> <li>• Raises concern with shortfall of 76% in asset funding, what scope is available to participate.</li> <li>• Supportive of trust development.</li> <li>• Queried capacity, given current position, and move to amalgamation.</li> </ul>   |
| Chairman    | <ul style="list-style-type: none"> <li>• Dependent on innovations and funds required.</li> <li>• Attracting private investment.</li> <li>• Suggests allocation of \$10,000 by each Member Local Government per year does not amount to much, however will build over time and attract investment.</li> </ul>  |

- Give consideration to sufficient allocations to be effective in goals and outcomes.
- Mr R Hooper
- Discussed example of Auspower versus Western Power, and the scope and costs of such projects.
- Chairman
- Suggested that Members look at the option of participating, and advise accordingly.
- Mr R Hooper
- Provided comment on strategic planning provided by the Executive Officer in order to allocate sufficient funds for various projects.
  - Precedence provided to projects.
  - Cannot be written into 10 Year Financial Plan or Forward Capital Plan with any degree of certainty.
- Mr G Fardon
- Suggests the matter remain on the table, with Members to view additional information.
- Ms W Newman
- When you have a project, this will emerge as the right idea.
  - Increased cost pressure will not change; doing things differently will help remove the pressure.

The Chairman then drew attention to Item 4, with discussion following.

#### **4. Funding Provided by the Wheatbelt Development Commission to Develop Regional Projects**

- Chairman
- Funding allocations for business planning.
- Mr R Hooper
- Provided comment on submission of invoices in relation to relevant projects, and Business Plans being required by February 2013.
- Ms W Newman
- Confirms that Business Plans are required by February 2013.

- Mr R Hooper
  - Two months to complete Tammin and Quairading's business plans.
  
- Mr G Fardon
  - Business Plan under control.
  
- Mr G Stanley
  - Tammin's Business Plan is in process.
  
- Chairman
  - Confirms that these Plans will be completed by February 2013.
  
- Mr W Newman
  - Reiterated the need for these plans to be submitted as early as possible.
  
- Chairman
  - Provides comment on funds yet to be dealt with, and acquittal in relation to the Reserve fund.
  
- Mr R Hooper
  - Provides comment on the Planning Strategy, and need to merge four Town Planning Schemes.
  - Western Australian Planning Commission (WAPC) decisions affecting local planning matters.
  - Queries work being done in this regard, along with development contributions.
  
- Ms W Newman
  - Not a priority for the Commission, however can assist with coordination.
  - Urge the Group to seek input from WAPC to visit and provide clarity now that changes have occurred in relation to various positions.
  - Needs to be streamlined.

Ms W Newman concluded her presentation, seeking support for the Avon Sub Regional initiatives, suggesting that this would prove exciting and positive outcomes for the region. Further, urging the submission of Business Plans by February 2013. In addition, the Commission looked forward to working with the Group to provide investment opportunities for the region, with the need to "get clever" and act regionally to secure projects.

**7. DELEGATES MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

**8. NEW BUSINESS OF AN URGENT NATURE**

**Election of Chairperson**

The Chairman sought direction from the Group in relation to the election of a new Chair, advising that he would be happy to declare the seat vacant at this point in time.

General discussion ensued, with agreement that this would be dealt with at the next SEAVROC meeting.

**9. CLOSURE OF MEETING**

The Chairman took the opportunity of thanking Ms W Newman for her attendance and input, requesting that Members provide feedback or any queries to the Executive Officer.

There being no further business, the Chairman thanked Delegates and visitors for their participation, then declared the Meeting closed at 3:00pm.

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