



Regional Capitals Alliance

WESTERN AUSTRALIA

**Western Australian Regional Capitals Alliance
Meeting**

MINUTES

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MINUTES

1 OFFICIAL OPENING

The meeting held on Thursday, 15 November 2018 was declared open at 10.30 am.

2 RECORD OF ATTENDANCE

Members:

Peter Long	Mayor City of Karratha (Chair)
Chris Adams	CEO City of Karratha
Dennis Wellington	Mayor City of Albany
Harold Tracey	Mayor Shire of Broome
Sam Mastroleambo	CEO Shire of Broome
Grant Henley	Mayor City of Busselton
Victoria Brown	Shire President Shire of Esperance
Matthew Scott	CEO Shire of Esperance
Shane van Styn	Mayor City of Greater-Geraldton
John Bowler	Mayor City of Kalgoorlie-Boulder
Camilo Blanco	Mayor Town of Port Hedland
David Pentz	CEO Town of Port Hedland
Jason Whiteaker	CEO Shire of Northam
Paul Rosair	Executive Officer RCAWA
Peter Zadien	Assistant to the Executive Officer

Dial in:

Mike Archer	CEO City of Busselton
Gavin Harris	City of Bunbury

Guests:

Nick Sloan	DLGC Representative
Ken Parker	DLGC Representative
Jonathon Seth	LGIS Representative

Apologies:

Andrew Sharpe	CEO City of Albany
Gary Brennan	Mayor City of Bunbury
Malcolm Osbourne	CEO City of Bunbury
Ross McKim	CEO City of Greater Geraldton
John Walker	CEO City of Kalgoorlie-Boulder
Chris Antonio	Shire President Shire of Northam

3 DECLARATIONS OF INTEREST

Nil

4 CONFIRMATION OF MINUTES AND BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS

RCAWA Resolution

That the Minutes of the Western Australian Regional Capitals Alliance Meeting held on Wednesday, 1 August 2018, be confirmed as a true and correct record of proceedings.

MOVED: Dennis Wellington - Mayor City of Albany

SECONDED: Victoria Brown – Shire President Shire of Esperance

CARRIED

5 TREASURER’S REPORT OCTOBER 2018

Date of Report:	31 October 2018
Report Author:	Mayor – City of Greater Geraldton
Disclosure of Interest:	Nil
Attachment(s)	1. Balance Sheet as at 31st October 2018 2. Budgeted Profit and Loss for the period ending 31 10 2018

Purpose

The following notes are provided as an explanation to the attached statements:
Executive Support: NAJA invoice processed in October for services in September.
No Membership Fees outstanding as at 31 October 2018.

RCAWA Resolution

That the Board receive and note the Treasurer’s Report for the period ending 31 October 2018 and the accompanying financial statements.

MOVED: Chris Adams - CEO City of Karratha
SECONDED: Harold Tracey – Shire President Shire of Broome

CARRIED

WARCA Inc
Balance Sheet
As of October 31, 2018

	<u>Oct 31, 18</u>
ASSETS	
Current Assets	
Chequing/Savings	
WARCA Cheque Account	115.51
WARCA Savings Account	117,147.78
Total Chequing/Savings	<u>117,263.29</u>
Total Current Assets	<u>117,263.29</u>
TOTAL ASSETS	<u>117,263.29</u>
LIABILITIES	
Current Liabilities	
Other Current Liabilities	
Tax Payable	-715.23
Total Other Current Liabilities	<u>-715.23</u>
Total Current Liabilities	<u>-715.23</u>
TOTAL LIABILITIES	<u>-715.23</u>
NET ASSETS	<u>117,978.52</u>
EQUITY	
Opening Bal Equity	136,570.00
Retained Earnings	-111,755.95
Net Income	93,164.47
TOTAL EQUITY	<u>117,978.52</u>

WARCA Inc
Profit & Loss Budget vs. Actual
 July through October 2018

	<u>Jul - Oct 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Interest received	75.63	100.00	-24.37
Membership Fee 2018/19	117,000.00	117,000.00	0.00
Total Income	<u>117,075.63</u>	<u>117,100.00</u>	<u>-24.37</u>
Gross Profit	117,075.63	117,100.00	-24.37
Expense			
Accountancy fees	0.00	1,100.00	-1,100.00
Audit fees	400.00		
Executive Support	22,613.63	85,909.00	-63,295.37
Meetings & Functions	854.55	2,000.00	-1,145.45
Miscellaneous/ Sundry	42.98		
Projects	0.00	25,000.00	-25,000.00
Travelling expenses	0.00	3,000.00	-3,000.00
Total Expense	<u>23,911.16</u>	<u>117,009.00</u>	<u>-93,097.84</u>
Net Ordinary Income	<u>93,164.47</u>	<u>91.00</u>	<u>93,073.47</u>
Net Income	<u><u>93,164.47</u></u>	<u><u>91.00</u></u>	<u><u>93,073.47</u></u>

6 EXECUTIVE OFFICER TRI MONTHLY REPORT (AUGUST – OCTOBER 2018)

Date of Report:	15 November 2018
Report Author:	EO – Paul Rosair
Disclosure of Interest:	Nil
Attachment(s):	Executive Officer Tri-Monthly Report: August –October 2018

Purpose

To update RCAWA on the Executive Officer services provided for the period August – October 2018.

Background

I have been performing the Executive Officer role for over two and half years now and have had regular meetings with alliance members (one-on-one and as a group) and key government, industry and political stakeholders. This report provides information about the services provided under the following main headings:

- Summary of bi-monthly actions
- Stakeholder engagement
- Issues and Opportunities
- Time Allocation

Discussion

As required.

Link to Strategic Directions

Advocacy and policy Influence
Partnership and collaboration
Representation

Budget Implications

As per 2017/18 approved RCAWA budget.

RCAWA Resolution

That the report be received.

Note the interest in attending a future RCAWA meeting by Ministers Paul Papalia and Bill Johnston. A RCAWA letter be written to the Hon. Rick Wilson congratulating him on the successful WA Regional Showcase event held in Canberra.

MOVED: Matthew Scott - CEO Shire of Esperance

SECONDED: Harold Tracey - Shire President Shire of Broome

CARRIED

Tri-Monthly Update

WARCA Executive Officer Services

Prepared for WA Regional Capitals Alliance

August – October 2018



Business Consulting Services

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Summary o Tri-Monthly Actions

I have been performing the Executive Officer role for over 2 ½ years have had further meetings with Alliance members (one-on-one and as a group) and key government, industry and political stakeholders. On behalf of the group, I have been working on the following submissions:

- Submission on behalf of Alliance to the Green Paper released by the Minister for Planning proposing five key reform areas – strategically-led, legible, transparent, efficient and delivering smart growth.
- Submission on behalf of Alliance to the Senate Economics References Committee - Inquiry into the Indicators of, and Impact of Regional Inequality in Australia
- Developed a process and documentation for the selection of one RCAWA member to be nominated for the Federal Government Cities Deal program (selected on 14 June 2018). Working on submitting RCAWA's nominee to the Premier for inclusion in the Federal City Deals program.
- Review of Local Government Act 1995 – continuing to develop a coordinated response advocating for a position on any Local Government Act Review Reference Panel and for a review that is less prescriptive and regulatory
- Service Priority Review – continuing to prepare a submission focusing on Recommendation 5 (Improve the coordination of service delivery in the regions) Theme 1 - Building a public sector on community needs
- Investment Framework Strategy – Letters sent to the Premier and other relevant Ministers and stakeholders, promoting the Alliance's stance on regional investment. Hand delivered frameworks to Treasurer and Minister for Planning. EO has spoken to WALGA President and staff and they are keen to understand and support the approach.
- Strategic Plan Implementation Strategy – continuing to work on Action Plan 2018, adopted at the meeting in February 2018. Agenda item update at November 2018 meeting.
- Communications Plan – continuing to work on progressing actions from the plan, which was tabled and adopted at the meeting in December 2017.
- Continuing to align the RCAWA Investment Framework with the State's Innovation Fund to Drive Regional Jobs (*a \$16.7 million fund over four years that will support and accelerate new and emerging businesses to diversify the Western Australian economy and create new WA jobs and industries*):
 - \$4.5 million regional New Industries Fund to supercharge innovation across regional Western Australia
 - Up to \$300,000 available for projects in each region to drive job creation and innovation
 - \$1.4 million available for inter-regional innovation projects



KEY OBJECTIVES		OVERVIEW OF MONTHLY ACTIONS
ADVOCACY & POLICY INFLUENCE	Engagement with Relevant Political Leaders, Industry and Senior Government Executive	Refer Section 2
	Preparation of Submissions and Delegations	<p>Currently working on:</p> <ul style="list-style-type: none"> • Developing Federal Election Alliance strategy and Pitch • Planning Institute of Australia - National Settlements Strategy • Green Paper for Planning Reform • Energy Strategy • LG Professionals Benchmarking Project • Most Accessible Community in Western Australia (MACWA) • Service Priority Review • Investment Framework • Local Government Act Review • Heritage Act Review
	Advocacy on Key Issues	<p>Continuing to contact relevant stakeholders to further the work being done by RCAWA on all key issues.</p> <p>Secured the attendance of the following at upcoming meetings:</p> <ul style="list-style-type: none"> • Rita Saffioti (<i>Minister for Transport, Planning and Lands</i>) at the RCAWA attended meeting on 1 August 2018 • Hon. Ben Wyatt (<i>Treasurer; Minister for Finance; Energy; Aboriginal Affairs</i>) to attend meeting in new year. Dates to be confirmed: • Lynn Craigie (<i>President WALGA</i>) date to be confirmed. • Mike Rowe (<i>DG Department of Water</i>) • Hon. Michael (Mick) Philip Murray MLA (<i>Minister for Seniors and Ageing; Volunteering; Sport and Recreation</i>) • Hon Paul Papalia (<i>Minister for Tourism; Racing and Gaming; Small Business; Defence Issues; Citizenship and Multicultural Interests</i>) possibly February Alliance Meeting. • Zaen Khan (<i>Director – Public Utilities Office</i>). • Robert Taylor (CEO WAITOC) • Gail McGowan (<i>DG – Department of Planning</i>) • Frank Marra (<i>Chief Financial Officer/Executive General Manager Finance & Strategy – LandCorp</i>) • Nathan Harding (<i>Chairman of Tourism WA</i>) • Derryn Belford (<i>Executive Director Tourism WA</i>) • Melissa Northcott – (<i>Count Me In Ambassador, Local Government Disability Committees, Associate Fellow Royal Commonwealth Society</i>) • Peter Yu (<i>Board Member of the North Australian Indigenous Land and Sea Management Alliance Ltd</i>) • Minister Bill Johnston (TBA) • Duncan Ord (<i>Director General Department of Local Government, Sports and Cultural Industries</i>)



KEY OBJECTIVES		OVERVIEW OF MONTHLY ACTIONS
		<ul style="list-style-type: none"> • Dean Blakemore (WA Building Better Regions Fund) • Robert Taylor (CEO WAITOC Western Australian Indigenous Tourism Operators Council) • WALGA Conference and AGM • Jonathan Seth (CEO Local Government Insurance Service)
ADVOCACY & POLICY INFLUENCE	Development of Policy Position Papers	<ul style="list-style-type: none"> • Completed submission to a Green Paper on Modernising Western Australia’s planning system. (Refer Agenda) • Completed position paper for submission on behalf of Alliance to the Senate Economics References Committee - Inquiry into the Indicators of, and Impact of Regional Inequality in Australia.
PARTNERSHIP & COLLABORATION	Insurance Services	Met with LGIS and arranged presentation (Refer Agenda).
	Development of <i>WA Regional Capitals Platform</i>	In the 2018-19 Stage Budget (Page 189) there is a budget allocation of \$4.5m for Regional Centres Development Plans – Stage 2. This was carried forward from the 2017-18 budget. There is little clarity around the purpose of this fund and the process for applying. With the Regional Investment Framework / Growth Planning paper now complete. The EO is looking at how this budget allocation may be best applied in light of the RCAWA adopted investment framework.
	Development of Bids	Similarly, the EO is looking at opportunities to develop bids for accessing the Innovation Fund to Drive Regional Jobs (<i>a \$16.7 million fund over four years that will support and accelerate new and emerging businesses to diversify the Western Australian economy and create new WA jobs and industries</i>)
	Federal Government – City Deals and Smart Cities	Developed an assessment model and selection process. Continuing to work on submitting details of the selected LGA City of Albany to the Premier (Refer item in this agenda).
GOVERNANCE	Establishment of Not-For-Profit Inc. Association	Election of new office bearers to be held at the meeting on 13 th December 2018 at the Associations AGM. Annual Report to be tabled at the same meeting. (Refer Agenda item)
	Communications Support	The RCAWA members have received and endorsed the Communications Plan at the December 2017 meeting. EO, Secretary and EA are continuing to implement actions contained within.
	Meetings and Reporting	<ul style="list-style-type: none"> • RCAWA CEO teleconference – 31st October 2018 • RCAWA Alliance Meeting (Perth) – 1st August 2018
	Development of Strategic Plan	<ul style="list-style-type: none"> • Strategic Plan completed – copies have been distributed to all Alliance members.

**Stakeholder Engagement**

Stakeholder representatives	Meeting Date	Key Meeting Outcomes
Sam Mastrolembo and Harold Tracey CEO and President <i>Shire of Broome</i>	24 July 2018	RCAWA related matters incl Planning reform, BBR and Growth fund, Minister Saffiotti agenda items
Leslie Arnott <i>Rick Wilson's, Federal Member of O'Connor, Policy Officer</i>	29 July 2018	Taste of WA Expo Event in Canberra 15 October 18. Discussed presence of RCAWA Alliance Members
Lynne Craigee President of WALGA	30 th July 2018	RCAWA related matters including LG Act review status
John Walker CEO – City of Kalgoorlie Boulder	1 August 2018	RCAWA related matters, including Tourism opportunities
Andrew Sharpe CEO – City of Albany	1 st August 2018	RCA related matters, in particular City Deals strategy
Robert Taylor CEO – WAITOC	6 August 2018	Provided overview of RCAWA and discussed Aboriginal Tourism opportunities
Frank Marra and Dean Mudford CFO/Executive General Manager <i>Finance & Strategy – LandCorp</i>	9 August 2018	Provided Overview of RCAWA and discussed high level Industrial Estate and Land Development opportunities
Duncan Ord Director General Department of Local Government, Sports and Cultural Industries	9 August 2018	Discussed latest status of the Local Government Act review. Also discussed Sporting Infrastructure deficiencies across Regional WA.
Peter Yu Board Member of the North Australian Indigenous Land and Sea Management Alliance	17 August 2018	RCAWA Overview and general discussion about engagement opportunities in Northern Australia
Melissa Northcott Count Me In Ambassador, Local Government Disability Committees, MACWA Judge	20 August 2018	Discussed MACWA Awards and opportunities to enhance the Awards.
Jonathan Seth CEO LGIS	21 August 2018	Discussed LGIS Role and Services and in particular Workers Compensation Insurance.
Nathan Harding (Chairman of Tourism WA) Derryn Belford (Executive Director Tourism WA)	22 August 2018	Provided overview of RCAWA, in particular Tourism opportunities and options for Tourism WA to better align with RCAWA member needs and priorities. Discussed possible Tourism workshop with RCAWA.
Elaine Jolliffe CEO Broome CCI	28 th August 2018	Overview of RCAWA
Brendan Kelly Deputy Mayor City of Bunbury	7 th September 2018	Attended COB Disability Access Meeting to provide feedback on MACWA awards and future
Mal Osborne CEO City of Bunbury	7 th September 2018	Discussed general RCAWA matters
Hon Don Punch MLA Bunbury	7 th September 2018	RCAWA Overview



Stakeholder representatives	Meeting Date	Key Meeting Outcomes
Andrew Sharpe <i>CEO City of Albany</i>	14 th September 2018	Discussed general RCAWA matters including LGIS – Andrew declared his role on LGIS Board
Duncan Ord <i>Director General Department of Local Government, Sports and Cultural Industries</i>	19 th September 2018	Detailed discussion on status of Local Government act Phase 1 changes and Phase 2 proposed amendments and consultation opportunities
Tina Williams <i>CEO Volunteering WA</i>	28 th September 2018	Overview of RCAWA
Jason Whiteaker <i>CEO Shire of Northam</i>	4 th October 2018	General RCAWA discussions and updates
John Walker <i>CEO City of Kalgoorlie-Boulder</i>	7 th October 2018	General RCAWA discussions and updates
Kimberley Economic Forum <i>Broome</i>	10 th -12 th October 2018	Attended and promoted RCAWA Alliance and Land Tenure Policy
Tony Dichiera <i>CEO Prendiville Group</i>	15 th October 2018	Overview of RCAWA Alliance
Nick Sloan <i>Executive Director Department of Local Government, Sports and Cultural Industries</i>	16 th October 2018	Overview of RCAWA Alliance focusing on Local Government Act and Sporting Infrastructure
Victoria Jackson <i>Executive Australian Hotels Association</i>	17 th October 2018	Overview of RCAWA Alliance focusing on Regional Hotel developments, AirBnb campaign and proposed Tourism Workshop
Rob Thompson <i>CEO Sports Foundation WA</i>	24 th October 2018	Overview of RCAWA Alliance focusing on Sporting associations and infrastructure
Gwyn Dolphin <i>Former CEO WA Tourism and Events Corp</i>	29 th October 2018	Overview of RCAWA Alliance focusing on Tourism
Peter Zadeian Former Executive Director Department of Planning & Lands	30 th October 2018	Overview of RCAWA Alliance and providing induction to Executive Officer Support Role
RCAWA Members	Regularly	General discussions around RCAWA issues

**Issues and Opportunities**

Overview of Issue/Opportunity	Recommendations
Regionalising Government Services	<p>Premier Mark McGowan has commenced the process for establishing Infrastructure WA, an independent advisory body that will provide expert advice to Government on the infrastructure needs and priorities to support WA's growth. EO will closely monitor this initiative to ensure the Alliance is informed about any processes and opportunities to pursue their infrastructure needs.</p> <p>Continuing to participate in State Government's Service Priority review by regular contact with Michelle Andrews (Deputy DG – DPC) to keep abreast of the review and monitor opportunities to participate further.</p>
Marketing and Communications	<p>Website maintenance arrangements, set up of new domain and redirection of old website and email addresses were completed.</p> <p>The EO is working with the Secretary and EA on ways to commence implementation of the Communications plan endorsed at the meeting on 6 December 2018. (Refer Item in this Agenda).</p>
Strategic Planning	<p>The final Strategic Plan has been distributed to nearly all Alliance members.</p> <p>An Action Plan 2018 for implementing the Strategic Plan was tabled at the meeting on 6 December 2017. EO, Secretary and EA are now implementing actions contained within. Refer to Agenda Item 15th November 2018 meeting.</p>
Administrative Support	<p>Provision of administrative support as per agreed contract. Peter Zadeian undertaking role in the absence of Dawn Rouse.</p>

Time allocation summary

Allocated total annual hrs	Total hrs billed	YTD hrs
May 2018 – April 2019 400 hrs	Total hrs for August – October 2018 105 hrs billed (104 ½ hrs actual)	2018-19 210 hrs billed (222 hrs actual)

7 RCAWA ANNUAL REPORT

Date of Report:	15 November 2018
Report Author:	EO – Paul Rosair
Disclosure of Interest:	Nil
Attachment(s)	Annual report – Table of contents

Purpose

To update RCAWA on the proposed structure of its Annual Report 2017/18.

Background

RCAWA is a non-for-profit organisation and under its Association Rules requires an annual report to be tabled at its Annual General Meeting (AGM), which is separately confirmed in this agenda to be Thursday, 13 December 2018.

There is no prescribed structure for an annual report. However having regard to industry standards, the Annual report should give stakeholders and the public information about RCAWA's activities and finances in an '*easy-to-read*' format. It is also an opportunity to thank RCAWA's members, staff and stakeholders on shining a light on the need for greater investment in WA's regional capitals.

The proposed structure of the RCAWA Annual Report 2017/18 is set out in Attachment No1.

Discussion

As required.

Link to Strategic Directions

Partnership and collaboration
Representation

Budget Implications

As per 2017/18 approved RCAWA budget.

RCAWA Resolution

That:

- a) The information be received;**
- b) the structure of the annual report be adopted; and**
- c) the Executive Officer finalise the Annual Report 2017/18 with out-of-session consultations, for consideration at the Annual General Meeting.**

MOVED: Camilo Blanco - Mayor Town of Port Hedland

SECONDED: David Pentz - CEO Town of Port Hedland

CARRIED

Attachment No1: Annual Report – Table of Contents

Section	Chapter	Key Message
Overview	Chairperson's Report	An overview of RCAWA's successes and future directions for the year
	Executive Officer's Report	An overview of RCAWA's performance during the year
Performance	Activity summary	Key strategic actions during the year
	Treasurer's annual financial report	Treasurer's report on finances, including end-of-year accounts / statements
Highlights	Issues and challenges	A summary of significant issues, developments and interest stories during the year

8 RCAWA – FEDERAL ELECTION PITCH

Date of Report:	15 November 2018
Report Author:	EO – Paul Rosair
Disclosure of Interest:	Nil
Attachment(s):	RCAWA Collaborative Advantage Worksheet

Purpose

To discuss RCAWA’s collaborative advantage as a basis for developing an Info-Graphic brochure for Commonwealth representations.

Background

Western Australia’s sustained population and economic growth relies on there being strong and resilient regions. Indeed regionalWA continues to contribute significantly to the national economy. Each region has its own competitive advantage with some regional capitals growing faster than others.

Through the Alliance strong and resilient regions are possible because each regional capital has committed to pool their resources in the pursuit of cross-regional opportunities or when responding to challenges as they arise. In macro-economic terms this is known as “collaborative advantage.”

However, strong and resilient regional capitals also need the help from all tiers of government. In the next Federal election it is important that WA’s regional capitals are recognised not only as the economic engine room of the nation, but also for many other things of national importance.

Accordingly, the Alliance should be clear about why more Commonwealth investment is needed in the national interest. For example, the combined productivity and potential economic growth of WA’s regional capitals, within a global economy that is picking-up speed, is an attractive infrastructure-funding proposition because of its national economic importance.

Discussion about RCAWA’s combined collaborative advantage, in relation to a particular strategic issue, is a basis from which to justify why the Commonwealth should invest more in the strategic growth of regional capitals. The attached table is designed to draw-out key messages when advocating for more Commonwealth investment.

Discussion

In preparation of this facilitated session members are asked to please fill-in the attached table with one (1) key fact about the combined collaborative advantage of the Alliance.

Link to Strategic Directions

Advocacy and policy Influence
Representation

Budget Implications

The production (including graphic design) of an Info-Graphic brochure to be sourced from within the approved 2018/19 budget.

RCAWA Resolution

That the Executive Officer, in consultation with the Chair and Secretary, proceed to produce an ‘ Info-graphic’ flyer about RCAWA’s collaborative arrangements.

MOVED: Chris Adams - CEO City of Karratha

SECONDED: Camilo Blanco - Mayor Town of Port Hedland

CARRIED

Attachment No1: Worksheet – RCAWA’s Collaborative Advantage

VISION: Vibrant, sustainable regional capitals across Western Australia that are attractive places to live, work, visit and invest.

MISSION: We lead the sustainable, strategic growth of Western Australia’s regional capitals with a focus on excellence and opportunity creation

VALUES: Unity / Participation / Communication

PRIORITIES: Advocacy & Policy Influence / Participation & Collaboration/Representation

Strategic Issue	Key Fact on RACWA’s combined effort	What More from Government? <small>(Why & What)</small>	Outcomes
Economic development	<p><i>Insert one (1) key fact about any one (1) strategic issue ; or make up your own issue</i></p> <p><i>The key fact should be about RCAWA’s combined collaborative advantage</i></p>		<p><i>Examples only!</i></p> <ul style="list-style-type: none"> ✓ <i>Strong & Resilient regions</i> ✓ <i>Diverse economies</i> ✓ <i>fast speed global supply chains</i> ✓ <i>Red tape reduction</i> ✓ <i>Project ready land availability</i> ✓ <i>Affordable regional living</i> ✓ <i>Iconic landscapes & art</i> ✓ <i>Infrastructure investment that matches regional capital growth plans</i> ✓ <i>More investment in defence industries</i>
Resources sector			
Knowledge			
Tourism			
Agriculture & Food			
Infrastructure			
Movement			
Water			
Energy			
Waste			
Telecommunications			
Community services / provisioning			
Cost of living			
Health & well-being			
Environment			
Security			

9 NATIONAL SETTLEMENT STRATEGY

Date of Report:	15 November 2018
Report Author:	EO – Paul Rosair
Disclosure of Interest:	Nil
Attachment(s):	Press Release – Planning Institute of Australia

Purpose

To update RCAWA on current public policy debate about population and capital cities.

Background

The Planning Institute of Australia (PIA) recently launched in Canberra its campaign for a national settlement strategy (see Attachment No.1). Public discourse about the population and cities, with strong focus on regionalisation, recently aired on current affair TV shows like 7:30 Report and Q&A.

RCAWA is uniquely place to advise both Governments and professional institutions on how a national settlement strategy can best match the needs and harness the potential of regional capitals. It is important to ensure that the Federal Governments' effort is not all lost on funding popular 'congestion-busting' infrastructure in State capital cities (see Attachment No:1).

Previously in a strategic collaboration with the Center for Regional Development at the University of Western Australia (UWA), RCAWA had commissioned a series of research papers into the dynamics of population and employment across the Western Australian settlement system.

This research reveals that regional capitals within the WA settlement hierarchy each have significant growth potential, which should be targeted in terms of population and land policy. This is mainly because the research reveals a direct correlation in regional WA between population and economic growth.

Given this topic cuts across many federal portfolios which may change after the imminent election it is considered appropriate that the Chair write to both the Prime Minister and Opposition leader informing them of the importance WA's regional capitals in the context of the national settlement system. A copy of the RCAWA's research paper on *Regional Capitals in the WA Settlement Hierarchy – Population*, could also be attached.

Discussion

As required.

Link to Strategic Directions

Advocacy and policy Influence

Budget Implications

Within 2017/18 approved RCAWA budget.

RCAWA Resolution

That the Chair write to the Hon. Allan Tudge Minister for Cities, Urban Infrastructure and Population; the Hon. Shayne Neumann Shadow Minister for Immigration and Border Protection, and the Planning Institute of WA informing them of the importance of WA’s Regional Capitals and our interest in being actively involved in the discussions regarding the National Settlement Strategy.

MOVED: Dennis Wellington - Mayor City of Albany

SECONDED: Victoria Brown - Shire President Shire of Esperance

CARRIED

**Attachment No.1****18 Oct 2018****FEDERAL FOUR-POINT PLAN TO RELIEVE CONGESTION, POPULATION PRESSURES**

Federal Cities, Urban Infrastructure and Population Minister Alan Tudge has outlined a four-part plan to relieve congestion and population pressures in Australia's biggest cities whilst growing the smaller states and regions.

It includes boosting spending on intra-city road and rail networks, alleviating local congestion pinch-points, formulating a better population planning framework, and distributing population growth more evenly across the country to support the smaller states and regions.

Minister Alan Tudge said congestion was being felt in large population centres across Australia, particularly in Melbourne, Sydney and South East Queensland.

In his [first major speech](#) since being appointed Population Minister in August, Mr Tudge said: "Big cities will always face some congestion. Australians understand this, but our big cities today are suffering more than they should.

"We need to learn from this and take leadership to ensure that there is a better future ahead."

He said the Coalition had allocated a record \$75 billion to infrastructure spending in its May Budget, and would budget another \$1 billion for "local congestion busting packages".

Mr Tudge said one of the challenges of federation was that while the primary population levers are set at the federal level, the states have the primary responsibility for implementing the transport infrastructure and government services to cater for the growth.

"We need a better planning framework that can better join the two together," he said.

"This will involve engagement with the states on a more regular and systemic basis to determine population objectives for each region and better aligning [of] federal and state infrastructure expenditure to support these objectives."

Mr Tudge said that to encourage a more even distribution of population growth, the Government would examine ways to direct new migrants to smaller states or regions. But he gave no details about what measures were being considered.

"We have to do the short-term fixes, but also invest for the future and have better plans that match our population growth with infrastructure development."

10 UPDATE – MODERNISING THE WA PLANNING SYSTEM

Date of Report:	15 November 2018
Report Author:	EO – Paul Rosair
Disclosure of Interest:	Nil
Attachment(s):	Joint RCAWA Response to Planning Submission Green Paper

Purpose

To update members on the review of the Western Australian planning system.

Background

In November 2017 the Hon Rita Saffioti MLA, Minister for Planning (the Minister) commissioned an independent review of the planning system to identify ways to make it more efficient, open and understandable to everyone.

In 2018 the Minister released for comment a Green Paper developed led by Evan Jones who has since left the program. The Green paper proposed 5 key focus areas of: strategic planning; legibility; transparency; efficiency; and smart growth.

On 27 July 2018, the RCAWA submitted a combined submission to this reform process (attached). In August 2018 the Minister discussed with the Alliance a range of matters including: the green paper, simplifying land tenure, regional airfare inquiry, InfrastructureWA, and development assessment panels.

By the end of 2018 the collation of responses to the Green paper is expected to be completed by the Government. This assessment of submissions will manifest into a white paper complete with recommendations for regulatory reform that will be released for public comment before a Bill is drafted and debated in Parliament. During each stage in the reform pathway, RACWA will have an opportunity to participate and reinforce its position.

Discussion

As required.

Link to Strategic Directions

Advocacy and policy influence.

Budget Implications

Nil

RCAWA Resolution

That the Executive Officer identify key issues contained within the RCAWA submission document and collate a short summary document that highlights the key initiatives that RCAWA members would like to see as part of this reform process.

MOVED: Harold Tracey - Shire President Shire of Broome

SECONDED: John Bowler - Mayor City of Kalgoorlie-Boulder

CARRIED



Regional Capitals Alliance

WESTERN AUSTRALIA

(RCAWA)

Summary of RCAWA Responses to Green Paper on Planning Reform and Modernisation

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1. BACKGROUND

Detailed in this document is a summary of all thoughts, ideas and levels of support given in responses received to the list of proposals in line with the proposed Green Paper on Planning Reform and Modernisation. Best efforts have been made to capture all views of the respondents to reflect the positions of the Regional Capitals Alliance WA (RCAWA) local governments in these matters.

Note that where a respondent has made no comment or indication of support level, it is deemed as no response in the collation of the overall responses; where a strategy is noted as fully supported, this considers only responses in the affirmative or negative, excluding declination to comment.

2. A STRATEGICALLY LED SYSTEM

Prominence of Strategic Planning

Inclusion of Strategic Planning in the Planning and Development Act

All respondents to the proposal for the Planning and Development Act to define strategic planning and incorporate it as a purpose of the Act support the strategy in some form. However, it was noted by one of the respondents that there is a need for clarification of the impact on decision-making that strategic planning would have as opposed to the statutory framework in order to minimise inconsistencies and provide developers and investors with a level of certainty around planning.

Relationship between Local Planning Scheme Reviews and Local Planning Strategy Reviews

All respondents to the proposal for the formalisation of the relationship between local planning strategy reviews and local planning scheme reviews via LPS (Local Planning Scheme) regulations support the strategy in some form.

It was identified that it is important that this strategy's applicability only to Local Planning Strategies developed more than five years prior to the commencement of the relevant Local Planning Scheme Review in order to promote the review of strategies and schemes concurrently. Further, there should also be measuring and reporting of the local planning strategy in the review to test whether targets are being achieved. One respondent recognised that Regulation 11(3) currently implies this strategy is in practice.

Complex Scheme Amendments to be accompanied by Local Planning Scheme Amendment Proposals

There are a range of differing views on the suggestion that complex scheme amendments be accompanied by proposed amendments to local planning strategies. Most respondents support the strategy in some form.

A respondent who did not support the strategy *suggested that instead of 'pre-empting' an approval of a complex amendment by requiring an amendment to the Local Planning Strategy, instead there be a change to the 'system' that allows a 'fast-track' amendment to the Local Planning Strategy once a complex amendment is approved (similar to a 'basic' scheme amendment).*

Other respondents made observations relating to alterations or considerations before this strategy is implemented:

- Alignment of scheme amendment and strategy amendment processes will simplify this change;
- Clarification may be required to specify complex scheme amendments inconsistent with the Local Planning Strategy;
- The content of a Local Planning Strategy is broad, in many cases a proposed scheme amendment could be accommodated without requiring formal amendment to the Strategy;
- Suggest that the White Paper includes a recommendation that a complex scheme amendment be accompanied by a proposed amendment to the Local Planning Strategy only if required;
- Further information is required to explain how this reform would work in practice.

3. NEED TO EXPLAIN SUSTAINABILITY FOR LAND USE PLANNING

All respondents to the proposal for the development of a State Planning Policy which defines and reinforces sustainability, indicating the balance between ensuing economic, social and environmental factor, support the strategy in some form. However a number of key points were made further to the suggested strategy:

- Extensive input from industry and adequate testing would need to occur before implementation;
- There is an opportunity to lay out principles for sustainability in State Planning Policy rather than complicate the system with an overarching policy.
- Accepting the term functions as a statutory test, the definition of 'sustainability' should be consistent with the federal governments nationally recognised ecologically sustainable development principles, and is better served in the Act.
- There is scope to include this within State Planning Policy.
- This will need to relate to both macro- and micro-level planning proposals.
- Condensing such a broad planning theory into a policy has the potential to omit detailed guidance or be too complex

4. HOUSING DISTRIBUTION

Inclusion of Local Housing Strategies into Local Planning Strategies for larger or growing regional local governments

Some respondents are against the proposal for local planning strategies to include a local housing strategy (LHS) whilst the majority support the proposal in part.

Of the respondents that are not supportive of the proposal, points of interest noted in the responses include:

- In some instances that level of detail may indeed be best suited to a separate document (Residential Development Strategy) however this does not need to be 'regulated';
- Housing should be an integral part of the Planning Strategy. There is a need to define what a small regional local government is if this approach is adopted; and
- The Local Planning Manual (Appendix 5.1) already contains specific reference to population and housing which already encompasses the elements of a local housing strategy.

Further points were raised by other respondents in relation to the specific details (suggesting greater clarity and alternative options) of such a proposal and questioned the need for this in regional local governments. It should be noted that no respondents completely agreed with the proposed strategy as it was presented. Points for consideration include:

- Where the Local Planning Strategy already provides for adequate growth and housing diversity, preparation of an LHS prior to a Local Planning Strategy could add significant cost to local governments;
- As per WALGA's DPS, it is further suggested that the term "low growth" be reconsidered; and
- This matter is best dealt with by producing a WAPC endorsed manual for guiding the preparation (although not prescriptively) of Local Planning Strategies.

Government guidance on preparation of Local Housing Strategy and Analysis

All respondents to the proposal for the Department of Planning, Lands and Heritage (DPLH) to provide guidance in preparation of an LHS via the Local Planning Manual (if and when an LHS is required) support the strategy in some form. One respondent suggested updates to the planning manual reference the inclusion of housing analysis into a planning strategy.

Further, it was noted that employment creation strongly influences an individual's living location; and therefore, a focus on housing needs to respond to and be in context of the economic and environmental goals, constraints/opportunities. Activity centre planning as the focus then framing housing strategies could be considered a sounder practice.

5. A LEGIBLE PLANNING SYSTEM

Arranging State Planning Policies for Brevity and Simplicity

All respondents to this proposal are supportive of the strategy. A suggestion noted was that there should be a regulated review process that includes input from key stakeholders, specifically local government.

One respondents support was based on the understanding that the term 'state planning policy framework' refers to a single State Planning Policy which will be based on models adopted in Queensland, the United Kingdom and Wales, which provide detailed technical guidance documents to practitioners and development proponents. It is also understood that technical guidance would be regularly updated, prepared in consultation with a range of stakeholders including local governments, and maintained in a soft format online, which can be more readily updated as circumstances change.

Line of Sight

All respondents to the Line of Sight proposals were supportive in some form of the strategies. The strategies are listed below with particular comments of interest from respondents:

- Establishment of common strategic Elements for the State Planning Framework
 - As per WALGA's DPS, clarification is required as to how the proposed strategic "elements" clearly align with the objectives of the Planning and Development Act 2005, those objectives being for economic development, environmental considerations, and social needs. The list provided in this recommendation does not encompass these objectives.
 - There should be regular reviews; Visions, objectives, strategies, actions and targets should be linked between documents.
 - High level strategic plans should provide the vision and objectives; policies and schemes should go into detail on the strategies, actions and targets to achieve the intent of the strategic plans.

- Adherence to common strategic elements in state planning policy, regionals plans and local Planning strategies
 - Getting the actual framework of elements right with local governments will be vital if it is to avoid fettering the evolution of best practice; this matter is best dealt with by producing a WAPC endorsed manual for guiding the preparation of Local Planning Strategies.
- Local Planning Strategy statement against common strategic element requirements
 - Further clarity is required around how this is to be delivered in a Local Planning Strategy. The State Planning Framework is extensive and to have to provide an explanation for every strategic element of this framework is likely to be unnecessary. It will be impractical and overly time consuming to adequately describe how every element of a policy or strategy has been addressed.
 - This is implicitly and explicitly required under the *Planning and Development (Local Planning Schemes) Regulations 2015*. Regulation 11(2)(b) states ‘apply any State or regional planning policy that is relevant to the strategy’.
- Planning and Development Act - consideration of state planning policies
 - For local government this is addressed under Regulation 67 ‘Matters to be consider by local government’ under the deemed provisions.
 - *There would then seem little requirement for clauses 27 – 30 of the model provisions (relating to state planning polices).*
- Metropolitan Redevelopment Authority – consideration of state planning policies.
 - This does not affect regional local government.

Complexity locating and interpreting the local planning framework

The following proposals put forward in the survey were supported by all respondents in some form:

- State guidance in content ad format of local planning strategy and policies.
- Local Planning Scheme Regulations – Clear distinction between local structure plans, activity centre plans, local development plans and local planning policies.
- State guidance on appropriate use of each local planning instrument.

The proposal for a comprehensive local planning scheme document was supported by all but one of the survey respondents.

Delay of Existing Local Government Planning Reviews Pending State Guidance was not supported by any of the respondents.

Form of a Local Planning Strategy

This proposal was fully supported by all respondents.

Further information required. There is confusion as to whether the Green Paper is recommending that the WAPC has authority over LPP “content” or only “form and manner”. For example, 2.4.2 mentions “content”. 2.6.1 does not mention content.

Supported, subject to such guidance not becoming overly prescriptive or burdensome and that it must be consistent with both the resourcing and role and functions of local government as prescribed under the *Local Government Act 1995*.

Form of Local Planning Policies

Amendment to Local Planning Scheme Regulations – Local Planning Policy Preparation

All respondents support this proposal in some form.

This course of action may be an overreach and an unnecessary centralisation that may have in practice unintended consequences of catering to the lowest common denominator. This matter is best dealt with by producing a WAPC endorsed manual for guiding the preparation of Local Planning Policies, in terms of their ideal scope, contents and format. Furthermore, this course of action would require that all draft Local Planning Policies are first vetted and endorsed by the WAPC, in order to demonstrate their compliance with the Regulations.

There is confusion as to whether the Green Paper is recommending that the WAPC has authority over LPP “content” or only “form and manner”. For example, 2.4.2 mentions “content,” but 2.6.1 does not mention content. State authority over the content of a LPP, or the requirement for LPPs to be endorsed by the State is not supported by one respondent.

Standardising the format and content of most local planning policies is supported, however there are instances where Council requests documents produced by a local government be formally ‘adopted’ into the planning framework so elements of those documents can be used in decision-making.

The recommendation that all local planning policies be approved by the DPLH/Minister (page 28 and 53 of the Green Paper) is not supported by one respondent. The Green Paper suggests a more strategic focus and as most local planning policies deal with ‘statutory’ local development issues, there seems little need for DPLH/Minister intervention.

It is suggested that only in instances where a local planning policy departs from a standardised template/provisions/format then it is required to be forwarded to the DPLH/Minister for approval.

State Guidance on Form, Content and Writing of Local Planning Policies

All respondents support this proposal in some form. Two points for consideration were raised:

- There are instances where a standard ‘template’ policy format would not be practical.
- A Local Planning Manual is the appropriate vessel for such guidance.

6. CONSISTENCY OF LOCAL PLANNING SCHEMES

Planning and Development Act – Provisions included in Comprehensive Local Planning Schemes

All respondents fully support this proposal.

Consistent with the Victorian model, this approach will reduce confusion amongst the general public about what a complete scheme document consists of from cover to cover.

Local Planning Scheme Guidelines - Provisions included in Comprehensive Local Planning Schemes

All respondents fully support this proposal.

Electronic documentation would be suitable to ensure the deemed provisions update automatically with any amendments, as opposed to actually writing the deemed provisions into the scheme.

Local Planning Scheme Regulations - Provisions to Standardise Zones, Land Use and Land Use Permissibility

All respondents support this proposal in some form. However, it requires careful consideration and extensive testing before applying across the state

Land use permissibility can often drive the unique development pattern of a local government area. Standardising this could vary greatly from the intentions of the Council or the community.

While a movement towards greater uniformity in planning schemes may make navigating the planning process easier for proponents working across a number of local governments, the suggestion to make one set of zones, land uses and permissibility mandatory across the State by incorporating these elements into the Deemed Provisions is not supported by some respondents.

The use of standardised zones and land uses is already in place via the model and deemed provisions, however the 'standardising' of land use permissibility's is only supported for certain land use types.

It should also be noted that many local governments have removed 'P' uses and replaced those with 'D' uses. This has primarily been brought about by the change in regulations that do not require development approval for a change of a 'P' use to another 'P' use. This has led to issues of not being able to 'track' uses over a property that in turn leads to confusion for potential buyers, issues regarding rates and valuations, real estate and marketing of properties.

It is suggested that there could be a list of uses that are unequivocally linked to the zone; for example, in the 'Residential' zone, uses that are residential should be permitted such as single house and grouped dwelling. Similarly, in the 'Tourism' zone uses such holiday accommodation, serviced apartment and tourist development.

The example used for light industrial uses (p36) located in the centre of the zone subject to the same approval requirements as if it were located on the perimeter of the zone is questioned. If it is suggested that there be some sort of 'criteria' as to how an application for exactly the same use is assessed then this is NOT supported by one respondent. To try and define the parameters around that (for example a rudimentary distance) would not be practical and there are already enough discretionary provisions in the model and deemed provisions to allow some flexibility/discretion.

Revision and Ongoing Maintenance of Local Planning Manual

All respondents support this proposal in some form.

Additional information is required regarding the role and status of the Local Planning Manual. There is a lot of emphasis on the Manual which suggests that it may be elevated from a guiding document, which may impact upon its implementation. For example, if a local government is following the guidance, and then the WAPC changes it, will the local government have to amend its framework, or restart a review process that is already well progressed? Suggest that the process is clarified or a working group is established inclusive of local governments.

Location of Local Development Standards

Supported by all but one respondent who noted:

This is already sufficiently addressed inter alia within Regulations 31, 32 and 33 of the model provisions.

On-line Local Planning Schemes

This proposal is fully supported by all respondents.

It is considered that an up-to-date mapping system should form the cornerstone of any interactive planning tool. This could potentially be linked to other State mapping systems, including DWER and State Heritage mapping. Consideration should also be given to augmenting the portal with a single state-wide e-lodgement service (similar to that offered for building approvals), which could be coordinated and funded through WALGA, so as to standardise the development application procedure and minimise the IT cost burden on smaller local governments. The Planning Portal should also extend to include a mapping system that includes scheme maps.

7. A TRANSPARENT PLANNING SYSTEM

Community Engagement

Department of Planning, Lands and Heritage development of a Community Engagement Charter

This proposal is supported by all respondents in some form.

Meaningful community engagement is supported but any proposal should consider some of the time and cost implications to smaller local governments, who may not be able to achieve the same outcomes as larger local governments with a dedicated Community Engagement team. There is concern that institution of a mandatory process will necessitate that smaller local governments engage external consultants to carry out community engagement. In addition to adding costs, in some circumstances such consultants may not be equipped to access and appreciate local knowledge and gain community trust, which is critical to effective community engagement. Offering free or low-cost training to local practitioners may alleviate some of this risk.

Any review should consider the role of social media and the effectiveness of newspaper notices. It would also be beneficial to research best-practice methods for engaging with people with a disability, as the current processes typically require a high level of reading comprehension and the ability to make submissions in writing.

A Community Engagement Charter may help to improve consistency. However, the current inconsistencies between some local governments may be related to constrained financial and staff resources in many jurisdictions.

The concept of a 'statement of proposal', as used in Queensland in combination with appropriate IAP2 methods and techniques, can be confidently committed to by all planning authorities given that it is an underpinning trait/characteristic of current best practice in town planning.

Alignment of Planning Regulation Engagement Processes to Charter

This proposal is supported by all respondents in some form.

Planning and Development Act and Local Planning Scheme Regulations – Update Public Notification and Engagement Requirements

This proposal is fully supported by all respondents.

Local Planning Scheme Guidelines – Local Planning Strategy Alignment with Community Strategic Plan

This proposal is supported by all respondents in some form.

Department of Planning, Lands and Heritage – Revise Local Planning Manual.

This proposal is supported by all respondents in some form.

Matters that are within the scope of what can be implemented directly through the Local Planning Scheme are clearly distinguished from other matters that are outside of the scope of what can be effected under the Scheme. To limit the Local Planning Strategy (given the importance of a strategic led planning system as advocated for under this Green Paper) to dealing with only the relatively narrow scope of statutory matters under the Scheme (legally and in practice) would prove to be nonsensical. This would also make it impractical to achieve any meaningful or tangible alignment for interfacing with the Community Strategic Plan as recommended above.

Community participation for concurrent preparation of local planning strategy and local planning scheme should also be recognised, whilst actions in local planning strategies should also include policy and structure planning.

Reasons for Decisions

Department of Planning, Lands and Heritage – Publishment of a Guide as to the Scope of Reasons by Planning Decision Makers

This proposal is supported by the majority of respondents in some form, however some respondents are unresponsive.

One respondent supports the suggestion that if the planning system is changed to require reasons to be provided for decisions that a guide be prepared by the DLPH. This will ensure consistency across the sector. However, it should not be expected that planning decisions be accompanied by reasons to the same level set out by the State Administrative Tribunal, rather that these be simple in form and content. Given this, the Shire supports WALGA's recommendation that the LPS Regulations include a provision, which is similar to the Queensland model and mentioned in the Green Paper, that summaries should "be of a length that approximately reflects the nature, importance and complexity of the decision, as the time available to prepare it."

Another respondent noted that introducing requirements for further reporting for every planning decision would be complicated and unnecessary.

Local Planning Scheme Regulations – Inclusion of Decision Basis on Assessed Planning Proposals

This proposal is supported by the majority of respondents in some form, however some respondents are unresponsive.

Proposal should be sufficient to include this detail in publicly available reports, rather than preparing standalone 'reasons' documents. Reports should be written with detailed comment on reasons for decisions and, where the determining authority makes an alternate decision, the reasons for that decision should be written directly into the decision itself, e.g. "That the application be refused for the following reasons..."

This requirement could be considered as being unnecessarily arduous. However, when referring to the Queensland model, the Green Paper indicates that summaries should "be of a length that approximately reflects the nature, importance and complexity of the decision, as the time available to prepare it" (p.42). This seems to be an attempt to limit the arduousness of this new requirement, if introduced.

It is often the case that any 'contentious' decisions are referred to Council by local government officers and the reasoning for the decision is extensively provided in the Council agenda report, which is fully available to the public. If it is suggested that detailed reasoning be provided for ALL planning proposals then this one respondent does NOT support as most minor development approval decisions are 'self-evident'.

There are questions that need to be explored before implementing any change:

- What happens if a planning decision maker does not publish reasons for a decisions?
- Is there a right to third party appeal based on inadequate reasoning?

Transparency of DLPH and WAPC Statutory Reports

All respondents support this proposal in some form.

Local governments have raised the issue of transparency, or lack thereof, with the WAPC and SPC numerous times. However, this Green Paper recommendation only proposes the publication of agenda items, reports and recommendations on region and Local Planning Schemes and amendments. The scope of the practice modifications should include: All planning matters considered by the WAPC, including Local Planning Strategies, POS strategies, and submissions on State Planning Policy reviews, i.e. the consideration of any planning matter that has been publicly advertised should also be publicly available including the schedule of submissions and responses to submissions.

Reporting by Local and State Government on Planning Matters

All respondents support this proposal in some form.

It was noted that this should equally apply to DPLH/WAPC and should be made publicly accessible. A respondent does not raise objections to mandatory reporting, however the scope and content needs to be workshopped with the sector to minimise administrative burden. There is also a need to clarify the extent of information that is required to be reported on.

The implications of this seemingly innocuous recommendation (given the context of other examples such as the contentious 'My School' website) should be very carefully considered prior to any further commitments being made towards following through as a policy position. As there are serious problems with resourcing and sustaining such a system. Justifying such a course of action should also undergo proper cost/benefit (and risk) analysis.

Transparency and Accountability of Development Assessment Panels

Development Assessment Panel (DAP) Meetings to be Held Regularly outside Business Hours

This proposal is supported in some form by all respondents.

Given that it is the local governments that host and administratively support DAP meetings, there are very real operational implications and cost (overtime) imposts on local government for staffing any meetings outside of normal business hours.

DAP Meetings to be Recorded and Published on DAP Website

This proposal is fully supported by all respondents.

This course of action is supported as a matter of much needed transparency and accountability in terms of both the quality of deliberations and decision making outcomes. This should be extended to video recording as this is a more modern and transparent approach as opposed to audio recording.

Clarification of Development Assessment Panel Practice Notes

This proposal is fully supported by all respondents.

Amendment of DAP Practice Notes to annotate decisions

This proposal is fully supported by all respondents.

With the solidifying of DAPs as part of the WA planning system, there is generally a recognised need to mature the associated statutory and practice framework around them in terms of their professional and legal efficacy. The reasons for DAP decisions should be grounded in planning strategy and the planning framework. Whether the reasons for decision are in line with strategic plans and the planning framework could be the first issue of examination for any third party SAT appeal of a DAP decision.

Requirement for State Administrative Tribunal (SAT) Process Amended Applications to be Readvertised

This proposal is supported in some form by all respondents, notably only where there is demonstrated community interest.

Drawing of New Specialist Members for DAP reconsideration following SAT Mediation

Supported by majority of respondents, however there were some that do not support this strategy. One respondent notes that DAP members should be supported to fulfil the role.

Conversely, another respondent states that if this assists the community's view that DAP members have a preconceived view on a development when reconsidering a decision, then it is supported.

State Administrative Tribunal – Consideration of Framework for Inclusion of Interested Parties

Supported by majority of respondents, however there were some that do not support this strategy.

This is entering third party appeal right territory, and should be considered as part of the third party appeal right review process. The local government already has an ability to call on submitters as expert witnesses during SAT hearings. Introducing a readvertising process as part of the SAT reconsiderations would give the public an opportunity to further comment.

Expert DAP Members to be drawn from Pool

This strategy is supported by majority of respondents, however there were some that do not support this strategy.

One respondent noted that DAP members should be supported to fulfil the role.

Provision of a Flexible and Expanded Meeting Process

This proposal is fully supported by all respondents.

This will take the pressure off local government planners who may feel as though they are rushed into forming a recommendation where there may be substantial issues of contention, and allow reinforcement of the overarching principle of considering planning merit.

Provision of WAPC Retainment of Decision-Making Role in DAP Regulations

This proposal is fully supported by all respondents.

This issue was noted as not affecting local government.

Provision for a DAP Presiding Member to be Appointed Chief Presiding Member

This proposal is fully supported by all respondents.

8. AN EFFICIENT PLANNING SYSTEM

Arrangement of the WA Planning System

Planning and Development Act Amendment– Removal of s14.(a)(ii)

Supported by majority of respondents, however there were some that do not support this strategy.

Noted as fundamentally the point of and proper role of the Commission.

Concern exists that there will be a disconnect between the WAPC and DPLH. This is a major role that should remain with the WAPC. The WAPC currently conducts other more administrative functions that should be delegated before this role. E.g. determining subdivisions.

Local Government Accreditation Process

Supported by a number of respondents, however there were some that do not support this strategy.

More information is required on this subject. The issue of ‘appropriately qualified planners’ is likely to require an investment in time and resources to establish an accreditation system. The Royal Town Planning Institute (RTPI) in the UK requires planners to undertake an assessment of professional competence. This course of action would potentially have profoundly positive impact on the lifting the quality and professionalism of town planning practice across the state of WA.

One unsupportive respondent noted that the intention of reforms is to remove confusion and increase consistency of decision making. Functions should be delegated to all local governments or none.

Increase WAPC Delegation to DPLH and Local Government Authorities

This proposal is fully supported by all respondents.

WALGA’s DPS was recognised with respect to this item, as set out below.

WALGA’s understanding of this recommendation is that:

- Accredited Local Governments should receive delegation from the WAPC to determine small infill subdivision within the metropolitan area and regional centres, and subdivision in accordance with an approved local structure plan.
- The “Optional DAP applications” category specified within the DAP Regulations for accredited local governments could be removed, handing back determination of these applications to the local government.

Based on this understanding, the recommendation is supported, subject to discussions with the local government sector on further detail as to what this accreditation entails.

Consideration should also be given to extending these delegations to accredited local governments to include:

- Structure Plans. Local Governments have indicated that there is scope for substantial improvement in planning processing times if structure plan responsibilities are returned to local government;
- Scheme Amendments, which are in accordance with an approved Local Planning Strategy. Local Governments have indicated that the WAPC typically add an extra 6 months (minimum) onto a scheme amendment timeline. Therefore it would be of assistance to proponents and state and local government alike if the table on page 53 listed accredited local governments as the approval authority for scheme amendments that are in accordance with an approved Local Planning Strategy, and DLPH as having approval authority where the local government is not accredited.

These delegations would not only improve the performance of the planning system but also tie in with the Green Paper's direction to give greater emphasis to the content, relevance, timeliness and consultation process associated with Local Planning Strategies as a leading planning document. Increasing delegations to local governments would help to avoid duplication and align with leading development assessment practices advocated for by the Development Assessment Australia, 2005: Principle number "5, a single point of assessment".

Reference: *Development Assessment Forum (2005) A Leading Practice Model for Development Assessment in Australia*, <https://www.planning.org.au/documents/item/6876>, p.13.

One supporting respondent notes that this item contradicts 3.6.10. Regarding Figure 19 on pg. 53, local government should retain the function to approve local planning policies. The WAPC should delegate Major Region Scheme amendments to the Statutory Planning Committee. The WAPC should delegate to local government all local development plans as well as the ability to determine when to require one.

Planning and Development Act Amendment – Membership

This proposal is supported in some form by all respondents.

Regional areas need adequate representation on the WAPC to ensure that regions are recognised and the WAPC does not over-focus on metropolitan planning.

Review of the Coastal Planning Committee

Supported by majority of respondents, however there were some that do not support this strategy.

The Coastal Planning Committee, whichever agency it sits under, should be responsible for the framework around ensuring adequate State Government funding is provided to support local government coastal management activities. It is recommended that State government provide a greater level of guidance to local governments dealing with coastal risk hazard risk. It is an issue – similar to bushfire – that presents a long-term risk to the state, particularly coastal communities. As per WALGA's DPS:

Currently, local governments can seek advice from various government departments and independent consultants to assist with these decisions. However, there is potential for this advice to be inconsistent and conflicting. Most Australian states have specialist bodies who can provide multi-disciplinary advice to local governments in these situations (e.g. NSW Coastal Council, SA Coastal Protection Board, and Victorian Catchment Management Authorities).

It was also noted that a multi-disciplinary referral body with respect to coastal planning is likely to improve the quality of decision making and consistency across jurisdictions.

Revision of the Service Delivery Agreement between the WAPC and Department of Planning, Lands and Heritage

This proposal is fully supported by all respondents.

Creation of DPLH Positions for Town Planners

This proposal is fully supported by all respondents.

Engagement experts should be considered for recruitment to ensure that planners undertake appropriate engagement in revising the state planning framework.

Establishment of Protocol for Engagement of Non-Public Sector Expertise

This proposal is fully supported by all respondents. This should specifically include local governments.

Process Efficiency for Planning Proposals

Adoption of a Planning Reform Team by Department of Planning, Lands and Heritage

This proposal is supported in some form by all respondents.

Any ongoing planning reform team should sit appropriately within the organisation structure and have appropriate KPI's to ensure appropriate use of resources for that team, and to ensure that the work they do remains relevant.

Framework for Referral of Planning Applications

This proposal is supported in some form by all respondents.

Local to State development application referral requirements should be clarified in LPS regulations. Further, local government should not be responsible for assessing state government requirements. Any change to developer contribution plan requirements to make them easier to understand and administer is advantageous.

Consideration should be given to the incorporation of a suitable single 'integrated development assessment system' (IDAS) under the Act similar to that established under Queensland planning legislation, with its associated assessment timeframes and tiered 'referral' and 'concurrence' agency advice. This course of action then establishes the framework for standardising delegations and for 'code' and 'impact' assessment tracks, etc.

DPLH Independent Planning Reviewer - Interim Assistance on Issues

This proposal is fully supported by all respondents. Noted that this does not affect local government.

Regulations to Include Pre-lodgement Development Application Advice

This proposal is supported in some form by all respondents.

The relevant local government should be able to charge a reasonable fee for developers expecting this service, documented within regulations. Disclaimers should also be made available with regard to pre-lodgement advice. The fee associated with should be determined by the local government depending on the scope of advice sought. It is difficult to believe that there are local government that would not encourage this practice and that it therefore needs to be in regulation. However, consideration must be given to allowing for this to be on a 'without prejudice' basis.

Publishing of Development Assessment Guidance

This proposal is supported in some form by all respondents.

Consideration should be given to the incorporation of a suitable single 'integrated development assessment system' (IDAS) under the Act similar to that established under Queensland planning legislation, as this would provide a process for harmonisation with environmental and public health legislation (e.g. impact assessment of strategic proposals).

Delays occur due to extensive workload of planning departments and reluctance to dedicate more resources to planning. Published development assessment guidance should be written in consideration of suitable customer service provision.

Timeframe for Additional Information Requests

Supported by majority of respondents, however there were some that do not support this strategy.

Whilst done in practice by local government's as part of their customer service charters, this matter is best dealt with as part of a comprehensive 'integrated development assessment system' (IDAS) under the Act.

One respondent noted that the suggested constraints represent an unrealistic timeframe. Balance between developer expectations and the local government ability to provide the service needs to be understood and managed.

Procedure for Agreement on Local Structure Plan

This proposal is fully supported by all respondents.

Whilst this recommendation is supported it should not be assumed that no further changes may be required once referral agency responses have been provided. It is the local government's responsibility to balance any competing objectives and identify any issues once all the information has been gathered. Further correspondence with statutory authorities may be required to achieve a mediated outcome.

Planning and Development Act - Implementation Section of Structure and Activity Centre Plans

This proposal is fully supported by all respondents.

Adopted Structure Plans should have the force and effect of the LPS6. The Regulations would need to be updated to be consistent as they currently set out that a local government is to have "due regard to, but is not bound by, the structure plan".

Caution should be exercised to settling down such an approach, as there were good reasons for why the new Regulations were drafted accordingly (e.g. so as to avoid triggering injurious affection claims, etc.). Furthermore, this course of action is largely redundant given that 'basic' amendments exist to affect the implementation of structure plans in a timely and efficient manner.

It was noted by a respondent that this should belong in the deemed provisions.

Local Planning Scheme Regulations – Local Government Refusal to Progress

This proposal is fully supported by all respondents.

This course of action redresses a critical flaw in the operation of the current Regulations, which should be dealt with as matter of highest priority. While cutting out the need for local government approval may have been seen as way to fast track determination of structure plans, this has had foreseeably negative implications on the entire land subdivision and development process.

Development Contribution Plan Cost and Cost Contribution Schedules

Unsupported by majority of respondents, however there were some that do support this strategy.

Further information is required in relation to what constitutes a 'material change'. For example, what would require a scheme amendment – indexation increases? Receipt of successful grant funding? A revised cost estimate being provided? More information is required before any level of support can be provided, as incorporating detailed financial information which is subject to change in the Scheme is likely to lead to a high administrative burden. It is noted that costs associated with a Development Contribution Plan are generally reviewed by the local government yearly, in-line with best practice, to ensure an accurate assessment of liability can be rendered.

The current framework around developer contributions is extremely cumbersome and overly complicated. The WAPC have been advocating an 'off-the-shelf' type developer contribution arrangement and the focus should be on progressing that as a priority.

Conducting scheme amendments just to change this would in practice be impractical to administer, given that cost apportionment schedules are indexed to inflation and changing at least annually.

Annual updates would trigger a complex scheme amendment. Often, detailed designs are not conducted until the piece of infrastructure is funded and ready to be built. Without detailed design, only a preliminary scope of works can be included in the Scheme, with a preliminary cost estimate in the Development Contribution Plan Report.

A supportive respondent noted that any change to developer contribution plan requirements to make them easier to understand and administer is advantageous.

Establishment of a Development Contributions Infrastructure Panel

The majority of respondents support this strategy in some form, however some do not support it.

Any change to developer contribution plan requirements to make them easier to understand and administer is advantageous.

As per WALGA's DPS, the Shire supports the establishment of a Development Contributions Infrastructure Panel, however it does not support the recommendation to add the cost of operating the Panel as additional item within the development contribution plan, as this would be more administration for a Local Government to manage within this process.

If the DPLH needs additional expertise, then resources should be provided within the existing budgeting structures of the Department, not an additional tax placed on the DCP for local government to collate and send to the Department.

Planning and Development Act – Ministerial Actions

This proposal is supported in some form by all respondents.

Any change to developer contribution plan requirements to make them easier to understand and administer is advantageous. However, there should be regular reporting and public access.

Local Planning Scheme and Planning and Development Regulations – Voluntary 'Deemed to Comply' Check and Fees

Supported by majority of respondents, however there were some that do not support this strategy.

This too is a constant source of angst between the local government and the builder/owner and one where the onus on checking this must rest completely with the industry. Pleading 'ignorance' is no excuse and often the applicant then blames the local government and the due process it is legislatively required to follow. The WAPC already has a 'Single House Verification Certificate'.

A supportive respondent noted that this proposal and 4.2.14 will likely end up operating in the same way. Also, the justification for this proposal will be moot once the planning framework is set up in a more easily understandable manner. Suggest implementing the 'deemed-to-comply' check only until the planning framework is modified and developers find it easier to make their own determinations prior to building license.

Page 61 of the Green Paper highlights the feedback from industry on the eleventh hour need for planning approval at the building permit stage.

Local Planning Scheme Regulations – Fast-track Planning Approval for Minor R Code Variations

The majority of respondents support this strategy in some form, however some do not support it.

Issues such as setback variations that require neighbour consultation will require extra time for processing to account for the consultation to be carried out. This could be eliminated by requiring an applicant to obtain a written statement from the affected neighbour/s citing no objection to the variation. This would need to be in a prescribed form and clearly set out in the LPS regulations for fast-tracking eligibility.

Minor variations, such as reduced building setbacks, may require consultation with adjoining properties owners, and subsequently be referred to Council for determination. Such a provision would only be workable if the provision did not affect any adjoining properties.

However the minor variation examples on page 61 of the Green Paper (front and side setbacks and retaining walls) are often ones that involve neighbour consultation and indeed are not 'minor'. It is suggested that the list be confined to certain aspects of the design that do not require neighbour consultation. This matter is best dealt with as part of a comprehensive 'integrated development assessment system' (IDAS) under the Act, with similar assessment processes and times frames as exemplified in the Queensland Planning Act 2016.

An unsupportive respondent notes that there is no such thing as 'variations to the R-Codes', rather it is a performance-based assessment under the Design Principles.

Frameworks for Basic, Standard and Complex Regional Planning Requirements

This proposal is supported in some form by all respondents.

One supportive respondent gave conditional support provided the criteria for each category are clearly defined and tested before implementation.

As per the WALGA DPS, further information is required in terms of:

- The types of proposals that would fit within each 'track';
- The timeframes for assessment, and form of consultation within each 'track' by application type; and
- How the WAPC will delegate decision making for each 'track' by application type.

9. PLANNING FOR CONSOLIDATED AND CONNECTED SMART GROWTH

Planning for Targeted Urban Infill

All respondents to the proposal for development of clear arrangements for the planning and delivery of the key urban infill locations of activity centres, urban corridors and station precincts are supportive of the strategy.

Updating Growth Management Policies

All respondents to the proposal for a consolidated and connected smart growth State Planning Policy that builds on the State Government's METRONET policy and establishes contemporary smart growth principles and practices are supportive of the strategy. It was noted by one respondent that this item should be considered as part of the State Planning Policy review.

Planning for Land Use and Infrastructure Coordination

All respondents to the proposal for the WAPC to assist with land use and infrastructure coordination for the delivery of priority precincts through a renewed Committee were supportive of the strategy.

Coordinating State Infrastructure with Regional Rezoning

All respondents to the proposals for the inclusion of an “Industrial Deferred Zone” in the Metropolitan Region Scheme and that State infrastructure requirements are in place in lifting of Urban or Industrial Deferment (including amendment of the associated guidelines) are supportive of the strategies.

Coordination of Infrastructure for Land Development

All respondents to the proposal to assist local governments in the preparation of local planning strategies and structure plans by providing advice on the forward planning of State infrastructure are supportive of the strategy. One respondent identified the importance of the two-way relationship whereby local planning should also inform infrastructure decision.

Coordination of Land Use and Transport for Corridor Development

All respondents to the proposals for the MRS to include an “Urban Corridor” as a reserved road category where the Department of Transport would be responsible for any associated planning proposals and for a review of regional road reservations to accommodate road widenings within the MRS are supportive of both strategies. It was noted that the Greater Bunbury Region Scheme may also be appropriate for consideration along with the Perth and Peel regions for the initiatives. Further, it was identified that the Western Australian Planning Commission (and the Department of Planning, Lands and Heritage) should be responsible for leading this strategy where Transport are responsible for the coordination of the response.

Liveable Neighbourhoods

All respondents agree in supporting the proposal to elevate Liveable Neighbourhoods to a State Planning Policy and ensuing maintenance and refinement ensue as a best-practice approach to new Greenfield development at regional, district and local level. Several points from respondents were noted further to this proposal:

- The strategy should be considered as part of the State Planning Policy review;
- DPLH should prioritise the completion of the review of Liveable Neighbourhoods and review the oft conflicting Development Control policies; and
- There is still a need for a formal mechanism to incorporate ‘regional variations’

11 WORKERS COMPENSATION CLAIMS ANALYSIS

Date of Report:	15 November 2018
Report Author:	EO – Paul Rosair
Disclosure of Interest:	Nil
Attachment(s):	Table - Alliance Premiums –v- Payouts

Purpose

To discuss the advantage of Alliance members being involved in a joint tender for insurance.

Background

Earlier in this Agenda a representative from the Local Government Insurance Scheme (LGIS) provided information about the status and future directions of the LGIS.

For some time, Alliance members have examined Worker’s Compensation insurance claims and premiums history and have found some interesting data with premium payments significantly exceeding the claims paid out (see Attachment No.1).

For example the Shire of Esperance has indicated that their premiums over the last 10yrs to be \$2.7M with \$1.7M in claims actually paid. Similarly the City of Karratha over the last 10years has paid a total of \$4.3M in premiums but with \$1.7M total claims paid; this being a \$2.6M difference.

In fact over the last two years Karratha has renegotiated the basis of premium structure with LGIS but still considers it to be paying over the odds. As a result the City of Karratha is preparing to tender for this service in 2019/20 and many Alliance members have indicated a willingness to join at the offer of the City.

There is significant collaborative advantage for RACWA members to join this cross regional effort because, if nothing else, it would enable greater influence and buying-power within the diversifying Australian insurance market. It may result in more-balanced insurance products for local government.

Discussion

As required

Link to Strategic Directions

Partnership and collaboration
Advocacy and policy influence

Budget Implications

Nil

RCAWA Resolution

That the information be noted and the Executive Officer to arrange a further meeting immediately prior to the December RCAWA meeting with the LGIS to specifically discuss premiums and claims history for RCAWA members.

MOVED: Chris Adams - CEO City of Karratha

SECONDED: Harold Tracey - Shire President Shire of Broome

CARRIED

Table: Alliance Premiums -v- Payouts

Member	10yr Period		Difference (\$M ^{approx})
	Total Premiums (\$M ^{approx})	Total Actual Claims (\$M ^{approx})	
City of Karratha	\$4.28M	\$1.7M	\$2.58M
City of Busselton	\$4.12M	\$2.34M	\$1.78M
Shire of Broome	\$3.2M	\$0.98M	\$2.2M
City of Greater Geraldton	\$4.9M	\$3.5M	\$1.4M
Town of Port Hedland	\$2.97M	\$2.3M	\$0.67M
City of Bunbury	\$3.5M	\$3.4M	\$0.1M
City of Albany	\$3.7M	\$2.35M	\$1.35M
Shire of Esperance	\$2.7M	\$1.7M	\$1M
City of Kalgoorlie-Boulder	\$4.25M	\$3.M	\$1.21M
Shire of Northam *	\$1.6M	\$0.8M	\$0.8M
TOTALS (approx.)	\$35.25M	\$22M	\$13.2M

* claims -v- payouts over the last five (5) years to date

12 UPDATE - MACWA AWARDS AND PROPOSED FRAMEWORK

Date of Report:	15 November 2018
Report Author:	EO – Paul Rosair
Disclosure of Interest:	Nil
Attachment(s):	1. Framework for MACWA Awards 2. Testimonials

Purpose

To inform the Alliance on the feedback to the MACWA Awards and to discuss if it should be an annual event.

Background

The MACWA presentation was held at the WALGA Local Government Week during the AGM on 1 August 2018. The winners were:

- Most Accessible Metropolitan Council: **City of Cockburn**
- Most Accessible Regional City / Capital: **City of Mandurah**
- Most Accessible Regional Shire / Town: **Shire of Augusta Margaret River**
- OVERALL WINNER: **City of Cockburn**

The following entries received special commendation from the judges:

- City of Melville
- City of Albany
- City of Greater Geraldton
- Shire of Collie

The judging panel included a person with disability and considered the following criteria:

- Improve the accessibility of Council infrastructure and public open space;
- Inclusive communication technology and information initiatives;
- Accessible and inclusive Council services, programs and events;
- Exercises leadership and influences community attitudes and perceptions.

Framework

The awards process was run very efficiently and effectively with resources applied by the EO and EA. Given the support from WALGA and the City of Bunbury staff, the entire process was not overly-burdensome, with the \$1000 allocated being used as follows:

Admin support & Executive Support:	Provided for from within RCAWA budget
Frames and certificates:	Provided FOC by WALGA
Judging venue and catering:	Provided by FOC by NDS
Prize money:	\$500 to the overall winner

Travel cost for disabled judge: \$90

After conducting a review and given its success, which has in turn raised the profile of RCAWA, it is recommended that the award continue as an annual event. The EO has consulted with the relevant stakeholders and proposes a new framework moving forward (See Attachment No: 1)

The framework is designed to minimise effort and resourcing of the EO (and associated administration support). It is proposed that a position of Awards Ambassador be created and offered to Melissa Northcott, who was a judge with a disability on the panel and showed outstanding passion and commitment to this initiative.

Melissa is well regarded in the Disability Sector, having the following credentials:

- Dept of Communities Disability Services Board Member/ Ability Centre Australasia Ltd
- Is a Board Director
- ‘Count Me-in’ Ambassador
- Local Government Disability Committees
- St John Ambulance Volunteer
- Associate Fellow Royal Commonwealth Society

It is also recommended that an honorarium of \$500 be made available to Melissa for transport and out-of-pocket expenses. Consequently, the budget for next year’s award will need to be increased from \$1000 to \$1500.

Discussion

The Alliance considers MACWA becoming an annual event.

Link to Strategic Directions

Advocacy

Partnership

Representation

Budget Implications

\$1000 allocated - \$590 committed to date. Project complete.

\$1500 to be allocated in the 2018/19 awards year.

RCAWA Resolution

That

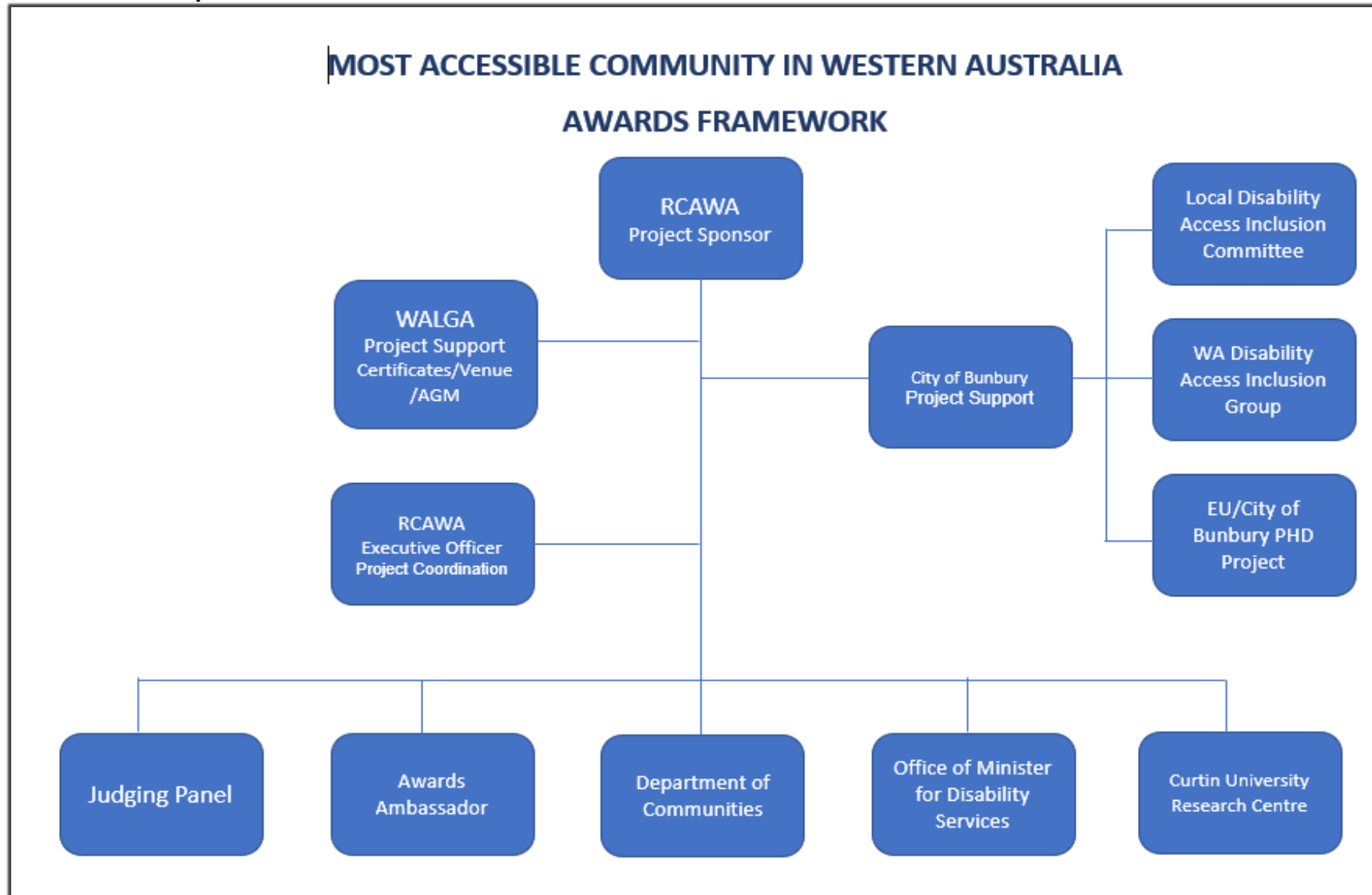
- a). The Alliance supports the continuation of the MACWA Awards**
- b). The proposed framework be adopted**
- c). Melissa Northcott be appointed ambassador of the MACWA Awards**
- d). The budget be increased to \$1500 for the 2019 awards**

MOVED: John Bowler - Mayor City of Kalgoorlie-Boulder

SECONDED: Victoria Brown - Shire President Shire of Esperance

CARRIED

Attachment No.1: Proposed MACWA Framework



Attachment No.2: MACWA Awards Testimonials

Melissa Northcott – one of the judges:

“And thank you for all the work you did on this. It is a fantastic initiative and I’m sure will encourage further access improvements in the future. I know for us it has created a lot of buzz on the topic both internally and within the community and we are keen to do even more in the area of access & inclusion to support people with disability in our community.

The City of Mandurah was absolute thrilled and so happy with the win and acknowledgment that asked for a photo with me and of course the Minister for Local Government is the Member for Mandurah he came in the photo too! They were beyond thankful and want to keep me updated on other projects! They were beyond words! I loved the frame certificate too! I have a feeling this photo the City of Mandurah will use - a lot!!!!

Thank you again Paul and Dawn for having me as a judge as City of Mandurah was ecstatic that a person with disability that appreciated and understood access was a judge (amongst others that I didn’t know as well as some I did) so Paul and Dawn thank you thank you thank you.”

The Department of Communities has dedicated a segment to the awards in its 2018 Progress Report:

“Local government authorities were recognised for their contributions to access and inclusion through the inaugural Most Accessible Region in Western Australia (MACWA) awards.

The MACWA Awards are an important development in driving and recognising best practice access and inclusion. The advocacy behind the concept started with the City of Bunbury in 2014, with the Western Australian Local Government Association (WALGA) endorsing the concept and eventually requesting the Regional Alliance Capitals of

Western Australia (RCAWA) to consider stewardship of the Awards. RCAWA subsequently adopted the awards as part of its values and commitment to champion regional communities as great places to spend time, live, and invest in.

The focus of the Awards is to form relationships between people with disability and organisations which provide buildings and services, as well as provide opportunities for collaboration and raising awareness with decision makers in these sectors.”

13 RCAWA STRATEGIC ACTIONS 2018

Report Author:	EO – Paul Rosair
Date of Report:	15 November 2018
Disclosure of Interest:	Nil
Attachment(s)	Table - Summary of Strategic Actions 2018

Purpose

For RACWA to discuss strategic actions undertaken during 2018.

Background

RACWA Strategic Plan is designed to guide high-level decision making of the Alliance over the next five years. The 2018 RACWA Action Plan outlines the key activities it will take during the year. Specifically, the 2018 Action Plan is organised into three key focus areas, namely:

- Advocacy and Policy Influence
- Partnership and Collaboration
- Representation

Each report by the Executive Officer lists the range of key activities undertaken in pursuit of these three focus areas. Representations particularly with senior Cabinet Ministers and senior public servants was successful in raising awareness about RCAWA's pursuit to secure more investment into the strategic growth of WA's regional capitals and in doing also raise the profile of the Alliance.

Attachment No.1 highlights key activities carried out in accordance with RCAWA's 2018 Action Plan. It is anticipated that future strategic actions will be discussed in more detail at the annual general meeting and reviewed early in 2019.

Discussion

As required.

Link to Strategic Directions

Advocacy and policy influence
Partnerships and collaborations
Representations

Budget Implications

Nil

RCAWA Resolution

That the strategic actions undertaken by Executive Officer be noted.

MOVED: Camilo Blanco - Mayor Town of Port Hedland

SECONDED: John Bowler - Mayor City of Kalgoorlie-Boulder

CARRIED

Attachment No.1: Summary of Strategic Actions 2018

RACWA Strategic Action Plan					
Advocacy		Partnerships		Representations	
Advocate for state government to adopt Regional Investment Framework	✓	Develop Regional Investment Framework	✓	RCAWA meet 6 times per year face-to-face and CEO's meet 6 times per year via teleconference	✓
Influence shaping of Local Government Act, Heritage Act and other relevant legislation	✓	Scope best practice in showcasing investment opportunities and attracting investment	✓	Prepare and distribute Annual Report to relevant stakeholders	✓
Influence direction of Regional Service Development Model	✓	Develop opportunities to collaborate within RCAWA and with stakeholders on investment attraction strategies	✓	Implement other ad hoc elements of Communications Plan	✓
Advocate for RCAWA's position in Regional Growth Fund policy and guidelines	✓	Map current priorities and projects on a capital level and identify synergies and collaboration opportunities	✓		
Highlights		Highlights		Highlights	
<ul style="list-style-type: none"> ▪ Local Government Act Review ▪ Planning reform Green Paper submission ▪ LG Act review submission to WALGA ▪ Senate Economic References Committee submission ▪ Local Government professionals benchmarking ▪ Regional airfare review ▪ Land tenure policy review ▪ Public Libraries review 		<ul style="list-style-type: none"> ▪ Growing profile of the RCAWA platform ▪ Regional investment framework delivered ▪ Growth Planning paper prepared ▪ MACWA Awards established ▪ Regional City Deals & Smart Cities collaborations ▪ Workers compensation claims review ▪ Hilton hotels group opportunities highlighted 		<ul style="list-style-type: none"> ▪ RCAWA meetings, communications & reporting on schedule ▪ Ministerial attendance at RCAWA meetings ▪ Election of new office bearers ▪ Meetings with senior Cabinet Ministers ▪ Meetings with senior Public servants ▪ Strategic plan implementation ▪ Communications Plan activated ▪ RCA membership pitch for InfrastructureWA ▪ Presentation to SEGRA 	

14 RCAWA ANNUAL GENERAL MEETING (AGM)

Date of Report:	15 November 2018
Report Author:	EO – Paul Rosair
Disclosure of Interest:	Nil
Attachment(s):	Nil

Purpose

To confirm the RCAWA annual general meeting is scheduled for 13 December 2018.

Background

RCAWA is a non-for-profit organisation and under its Association Rules requires an Annual General Meeting (AGM), now scheduled for Thursday, 13 December 2018 commencing at 11.00am at the AICD Board Room at 77 Allendale Square Perth. This meeting takes the place of RACWA's ordinary meeting.

On 28 October 2018 the RCAWA secretary (Chris Adams) gave notice of the annual general meeting in accordance with Association Rules, giving members the required details and an invitation for committee nominations.

The ordinary business of the annual general meeting is to:

- confirm the minutes of the previous AGM
- elect the office holders and other committee members
- receive and consider the annual report
- receive and consider the financial report / statements
- confirm or vary payments by members
- any other business of which notice has been given

The minutes of the AGM will capture RACWA deliberations. When the minutes are later signed as correct they are taken to be proof the AGM was duly convened and held as recorded. This annual general meeting fulfills the constitutional requirements of RCAWA.

Discussion

As required.

Link to Strategic Directions

Advocacy and policy Influence
Partnership and collaboration
Representation

Budget Implications

As per 2017/18 approved RCAWA budget.

RCAWA Resolution

That:

- a) The information be received; and**
- b) Those members who are unable to attend to please inform the Secretary.**

MOVED: Harold Tracey - Shire President Shire of Broome

SECONDED: Dennis Wellington - Mayor City of Albany

CARRIED

15 OTHER BUSINESS

- Future Funding Strategy –

RCAWA Resolution

That the Executive Officer and the City of Busselton work on developing a proposed implementation plan for the proposed “Future Funding Strategy” paper

MOVED: Harold Tracey - Shire President Shire of Broome

SECONDED: John Bowler - Mayor City of Kalgoorlie-Boulder

CARRIED

- **City Deals** – Noted that if the city of Albany needs support for its City Deal application it should contact Regional Capitals Australia.
- **Energy Discussions – MOU** – Noted that the MOU discussions are yet to be progressed.
- **Alliance tourism-focused meeting in 2019** – Noted that the February 2019 RCAWA meeting will be focused on Tourism
- **LG Professionals benchmarking project** – Noted that 7/10 RCAWA members have now signed the program. Executive Officer to follow up on discounts.
- **Energy policy follow-ons**
- **Hilton hotels group/Pacifica** – Noted that this group is now developing or involved with hotel developments in 5 RCAWA member localities. This has come about through the introductions made at RCAWA. Once projects are further advanced, RCAWA should highlight this fact as a success story.

16 CLOSURE & DATE OF NEXT MEETING

The meeting closed at 1.05pm.