



# Regional Capitals Alliance

WESTERN AUSTRALIA

**Western Australian Regional Capitals Alliance  
Meeting**

**Minutes  
18 June 2020**

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# Agenda

## 1 OFFICIAL OPENING

Meeting commenced 10am 18 June 2020

## 2 RECORD OF ATTENDANCE

### Members:

Dennis Wellington	Mayor City of Albany (Chair)
Andrew Sharpe	CEO City of Albany
Gary Brennon	Mayor City of Bunbury
Malcolm Osborne	CEO City of Bunbury
Grant Henley	Mayor City of Busselton
Mike Archer	CEO City of Busselton
Ian Mickel	Shire President of Esperance
Matthew Scott	CEO Shire of Esperance
Shane van Styn	Mayor City of Greater-Geraldton
Ross McKim	CEO City of Greater Geraldton
John Bowler	Mayor City of Kalgoorlie-Boulder
John Walker	CEO City of Kalgoorlie-Boulder
Peter Long	Mayor City of Karratha
Chris Adams	CEO City of Karratha
Chris Antonio	Shire President Shire of Northam
Jason Whiteaker	CEO Shire of Northam
Paul Rosair	Executive Officer RCAWA
Jane Lewis	Executive Assistant to the Executive Officer RCAWA

**Dial in:** All

**Guests:** Jodi Cant; *Director General, Department of Finance and Chair, Regional Stream of the State Covid-19 State Recovery Group*  
MainSheet Capital representatives  
Ralph Addis; *Director General Department of Primary Industries and Regional Development*  
David Honey MLA; *Shadow Minister for Water; Industrial Development; Lands; LA Opposition Policy Coordinator*

### Apologies:

Harold Tracey	Shire President of Broome
Sam Mastrolembo	CEO Shire of Broome
Fredrick Riebeling	Commissioner Town of Port Hedland
Carl Askew	CEO Town of Port Hedland

### 3 DECLARATIONS OF INTEREST

Nil

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

Attachment: 1. Outstanding Business Arising Items and Actions Sheet

#### RESOLUTION:

That the Minutes of the Western Australian Regional Capitals Alliance Meeting held on Thursday, 16 April 2020, be confirmed as a true and correct record of proceedings.

Moved: Shane Van Styn

Seconded: Mal Osborne

#### BUSINESS ARISING:

Outstanding Business Arising Items and Actions Sheet

RCAWA Outstanding Business Arising Items and Actions Sheet

ITEM	ACTION	STATUS	PRIORITY	COMMENTS	
		OS= Outstanding I= In Progress C=Complete OG=ON GOING	1=urgent 2=High 3=moderate 4=Low	* = will be archived and will not show in future reports	
<b>ADMINISTRATION, CORRESPONDENCE, ANNUAL REPORT, GENERAL BUSINESS</b>					
16/02/20	8. Covid-19	The EO finalise a communique to be released on behalf of the Alliance which includes an Alliance community contribution figure.	C	1	*Released to State and Local Press 23 April
28/11/19	16. General Business	Dennis Wellington to investigate a regional deal for SpendMap.	OG	4	Mayor to action.
<b>MACWA AWARDS</b>					
16/02/20	10.MACWA	The Executive Officer write to all the 2018-2019 nominees and judges and advise the decision to defer the Awards.	C	4	Email sent 30/5/20
<b>HEALTH ACT AND REGULATIONS DELEGATIONS PROPOSAL</b>					
28/11/19	16. Other Business	<ul style="list-style-type: none"> <li>EO to follow up invitation for Hon. Roger Cook, Minister for Health; Mental Health to attend an RCAWA meeting.</li> </ul>	OG		*Email sent, no response
<b>WORKERS COMP AND INSURANCE</b>					
28/11/19	12. LGIS Workers Compensation	The Alliance send a delegation of members to meet with LGIS Executive to discuss and refine their earlier offer and in light of those discussions, consider conducting an EOI process for workers compensation insurance	OG	3	RCAWA member group met with Nic Sloan and LGIS 18 April. See Other Business 18/6/20.
<b>REGIONAL INVESTMENT FRAMEWORK</b>					
13/2/20	12. Investment Framework and Implementation Strategy	<ul style="list-style-type: none"> <li>The EO will advertise the EOI</li> <li>The Alliance nominated Chris Adams, Mike Archer, Andrew Sharpe and Matthew Scott to assess the EOI proposals and appoint the successful proponent before the 16 April meeting.</li> <li>The EO to manage the contract.</li> </ul>	OG	1	Letter of Engagement sent to MainSheet 11/05/20. Timeframes and payment schedules finalised. See correspondence
<b>REVIEW OF HERITAGE OF WA ACT 1990 REVIEW OF ABORIGINAL HERITAGE ACT 1972</b>					
28/11/19	9. EO Report	EO met with Vaughn Davies 31/1/2020. Discussed the latest status of the Heritage Legislation reform and potential for the Alliance to participate in policy and By-law development. Also Discussed Aboriginal Heritage Act amendments and upcoming review	OG	3	EO will maintain dialogue with Vaughn Davies.
<b>LOCAL GOVERNMENT ACT REVIEW</b>					
13/02/2019	9. EO Tri-Monthly Report	On 6-11-19, Government announced the appointment of an expert review panel chaired by David Michael to consider and recommend high-level direction for a new Local Government Act.	OG	3	EO met with David Michael, 3-2-20. Follow up to be scheduled.

ALTERNATIVE ENERGY STRATEGY					
18/12/19	9. EO Report	EO met with Jessica Shaw MLA Swan Hills and Chair of the Economics and Standing Committee. Ms Shaw chaired the review of regional airfares and short stay accommodation and produced a report: Report 5 Implications Of A Distributed Energy Future Interim Report.	OG	3	EO to follow up what involvement the Alliance can have in the final report.
1/8/18	10. Alternative Energy Strategy.	EO to progress discussions with stakeholders with the aim of a) developing a MOU between the parties pertaining to alternative energy b) developing a RCAWA policy position/statement regarding renewable energy	I	3	EO to address when time permits.
12/4/18	16. Other Business	Information on current status of renewable energy initiative within the various RCAWA member localities be periodically updated/reviewed with the aim of updating and sharing on best-practice examples.	I	2	EO to address.

**Outstanding actions noted.**

## 5 CORRESPONDENCE

**Date of Report:** 18 June 2020  
**Report Author:** Executive Officer – Paul Rosair  
**Disclosure of Interest:** Nil  
**Attachment(s)** Correspondence In and Out

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### Correspondence in –

**Date:** 15 May 2020  
**From:** MainSheet Capital



15 May 2020

Paul Rosair  
 Executive Officer  
 Regional Capital Alliance WA

By email

Dear Paul,

Thank you for the receipt of the executed project Letter of Engagement and your time this week to kick off the Regional Funding Program Project with us. We look forward to the Zoom meeting next Thursday to discuss the project with the council representatives in your office.

Please find below the project milestones and project payments that we agreed in the kick-off meeting.

Milestone	Date	Payment	Amount (incl GST)
1. Project kick-off	Tuesday, 12 May 2020	20% payment	\$9,300
2. Project mid-point update	Thursday, 18 June 2020	20% payment	\$9,300
3. Draft report	Tuesday, 14 July 2020	40% payment	\$18,600
4. Final report	Tuesday, 28 July 2020	20% payment	\$9,300

Regards,

**Gerard Moody**  
 Director  
 Mainsheet Capital

**From: Jodi Cant, DG Finance**  
**Date 4 June 2020**

From: "Cant, Jodi" <[Jodi.Cant@finance.wa.gov.au](mailto:Jodi.Cant@finance.wa.gov.au)>  
Date: 4 June 2020 at 1:16:23 pm AWST  
To: "paul@naja.com.au" <[paul@naja.com.au](mailto:paul@naja.com.au)>  
Subject: Regional Recovery

Hi Paul

I hope you are well.

As you may be aware I am leading the State's Regional Recovery stream.

I understand that you represent the Regional Capitals Alliance WA and would welcome the opportunity to catch up.

Do you have time tomorrow for an online Teams meeting?

Cheers

Jodi

**Jodi Cant | Director General**

Optima Centre, 16 Parkland Road, Osborne Park WA 6017

t 08 6551 1101 | m 0409 100 366 | e [jodi.cant@finance.wa.gov.au](mailto:jodi.cant@finance.wa.gov.au)

[www.finance.wa.gov.au](http://www.finance.wa.gov.au)



Government of **Western Australia**  
Department of **Finance**

*We're working for  
Western Australia.*

**Acknowledgement of Country** The Government of Western Australia acknowledges the traditional custodians of Western Australia and their continuing connection to the land, waters and community. We pay our respects to all members of Aboriginal communities and their cultures; and to Elders both past and present.

**Correspondence out:  
To MainSheet Capital  
Date: 11 May 2020**



Our Ref: Mainsheet EOI Letter of Engagement  
Our Contact: Paul Rosair, Executive Officer  
Phone: 0419 930 467

**The MainSheet Team:**  
**Greg Cash**  
**Gerard Moody**  
**Chris Micks**

11 May 2020 ■

Dear Greg, Gerard and Chris

**Letter of Engagement:**  
**Regional Capital Alliance WA – Strategy for Regional Funding Program**

On behalf of the Regional Capitals Alliance WA, Paul Rosair; Executive Officer, would formally like to congratulate you on your successful response to RCAWA 2020 – 01 Expression of Interest.

The General Conditions of Contract will be in accordance with Standards Australia AS4122 (attached). Payment schedules and other finer details will be discussed with Paul at the start-up meeting on 12 May 2020.

The Alliance members are looking forward to working with you on this submission and summary document for a new funding framework.

Kind Regards,

A handwritten signature in black ink, appearing to read "Paul Rosair".

Paul Rosair



**To: Sharyn O’Neill**

**Date: 30/05/20**

Dear Sharyn,

**RE: COVID-19 State Recovery Group**

Congratulations on your new role(s). I was hoping to catch up with you at a time convenient to discuss some issues relating to Regional WA. It’s been a while since we’ve caught up, I hope you are doing well.

As you may be aware I am the Executive Officer for the Regional Capitals Alliance WA (RCAWA), representing the 10 Regional Capitals (Albany, Kalgoorlie, Bunbury, Busselton, Geraldton, Karratha, Port Hedland, Broome, Esperance and Northam Councils) and over 50% of the Regional population and the peak body representing Regional WA.

We notice that you will be overseeing a COVID-19 recovery plan and referencing a State Recovery Advisory Group comprising Government, business, not for profits and associations. Although WALGA is a member of that group, we believe the strategic nature of our Alliance could offer far more in-depth and focussed advice from regional WA.

We also notice that Recovery is organised around 5 key areas:

- health
- economy and infrastructure
- social
- industry
- **regions.**

As the preeminent Regional Advisory body in the state, we would like to participate in this process, preferably as a member of the group. In the meantime, if I was able to meet with you and update you on the Alliance’s COVID-19 response and issues we are confronting, it would be very much appreciated. We believe we are ideally placed to lead the charge on the State’s Regional COVID-19 recovery and want to assist you,

Kind Regards,  
Paul

Ps I have attached the Alliance’s Strategic Plan and “Agenda for Growth” documents to inform you of the significant contribution our members are making to the nation (e.g. 74% of the State’s total Exports)

Paul Rosair  
Executive Officer, Regional Capitals Alliance Western Australia (RCAWA)

**To: Julie Waylen, Melissa Northcott, Bruce Langoulant, Nic Sloan**  
**Date 1 June 2020**

Dear MACWA associates,

Please can you forward this message to your networks and/or share in your newsletters as appropriate.

"After due consideration, the Regional Capitals Alliance of Western Australia (RCAWA) has decided to defer the MACWA Awards for 2020. Whilst we are 100% committed to continuing the celebration of Local Government's excellence in making communities more accessible, we are acutely aware of current LG focus and priorities relating to the COVID-19 situation and the extra workload that has been generated as a result.

Following feedback regarding the submission timing from last year, submissions for next year's awards will be for an 18-month period (July 2019 - December 2020) and will be advertised in February for a 30 May close. This will allow flexibility of time to work on submissions and will avoid clashes with end of financial year duties. The award process and submission form will be revitalised - allowing for a simplified process with clear guidelines and an ability for Councils to nominate for one or more of the sections.

RCAWA looks forward to inviting you to participate in the MACWA awards next year. Full details will be sent out in February 2021. Until then, kind regards and stay safe, "

Jane Lewis

To: Hon Rita Saffioti

Date: 15 June 2020



Our Ref: Planning and Amendment Bill  
Enquiries: Paul Rosair:  
Executive Officer RCAWA  
0419930467

Hon. Rita Saffioti MLA  
Minister for Transport; Planning  
Level 9, Dumas House  
2 Havelock St  
West Perth 6005

15 June 2020

Dear Minister Saffioti

#### **Planning and Development Amendment Bill 2020**

After discussions with our members on the issue of "*Planning Reform - Planning and Development Amendment Bill 2020*", the Regional Capitals Alliance Western Australia (RCAWA) would like to express its support for the recent amendment bill tabled in parliament on 29 May 2020.

#### **Planning Reform and Amendment Consultation:**

From RCAWA's perspective there has been in-depth and extensive consultation with our members and Executive Officer, Paul Rosair, who, on behalf of the Alliance, has continued to update our members on a regular basis over the last 2 years.

Both the Minister of Planning and the Minister of Local Government have attended Alliance meetings, foreshadowing these changes. The Directors General of Planning and Local Government have also consulted with the members by twice attending meetings over this period and consulting with our Executive Officer.

We have also consulted with numerous departmental officers over this time and the Alliance has made several submissions and sent several letters regarding these issues. Former Chair, Peter Long and our Executive Officer have also attended the Department of Planning's Local Government Reference Group as part of formulating the regulations.

Whilst the final Bill was not circulated to RCAWA for further consultation, prior to tabling, we understand the mechanics of government sufficiently enough to acknowledge why this did not occur. This is not an uncommon practice, given the confidentiality considerations surrounding the Crown Solicitor tabling process and would have also added further time to the already exhaustive consultation process, now exacerbated by the COVID-19 situation.



### COVID-19 State of Emergency 18 Month Declaration:

These amendments, as we understand, will only apply during the 18-month period of this declaration. A review after that may decide to retain some or all these changes. In the short term this will help streamline approvals to assist the COVID-19 recovery, which on the surface does not appear to be an unreasonable approach. We are separately engaging with Jodie Cant, Director General, Department of Finance, who is heading up the Regional stream on the Covid-19 State's Recovery Group to ensure our feedback is also captured in that forum.

### Regulating Planning Reforms:

The Alliance is supportive of the reforms to modernise the planning system; however, we welcome the opportunity to work with your departments to further consider refinements through the drafting of regulations and policies, namely:

(a) *Referral Process:* In effect, the reforms will centralise planning powers including assessment and enforcement. Without the proper resourcing of this administrative burden on the State, referrals may lead to longer processing times and delay economic development. It is also imperative that these referrals capture local issues of concern.

Regulatory procedures for referrals should follow; to guide referral timelines / time-limits; stop-the-clock mechanisms; deemed approval timelines/time-limits; online publication of decisions; and presentation of hard copies.

(b) *State Significant Projects:* Regulatory procedures should follow; to guide 'matters for consideration' under State Significant projects, including a definition of and triggers for State Significant Projects as well as to what extent Local government should be consulted, how and when. In addition, better particulars would assist in how and when cash-in-lieu payments should be made.

(c) *Planning Instruments:* Regulatory procedures should follow; to guide consequential changes to the Residential Design Codes and the Planning & Development Regulations. It is also timely to review State Planning Policies such as those on coastal hazards and bush fire which are being treated rigidly and, as such, cause added time and costs to development processes.

(d) *Development Assessment Panels (DAP's):* Most DAP applications can be dealt with promptly under local government delegations. The existing \$10m mandatory threshold for a DAP determination should be removed to enable applications to be determined by local government. This would save scarce time and resources that would ordinarily be needed to administer DAP processes.

(e) *Exempt Development:* It is important for the State to reinforce that, although planning approval is not required for exempt development, building approvals remain mandatory. Regulatory procedures should follow; to guide the regulatory interface between the planning and building systems of WA with the view to reduce overlap and duplication.



(f) *Other:* Disbanding the Geographical Naming Committee may result in removing a significant administrative burden on local government.

The Alliance welcomes further collaboration on these matters with you and your department and we look forward to successfully rolling out these amendments in due course.

We once again thank you for this bold initiative, it is very timely given the current circumstances.

Yours Sincerely

A handwritten signature in black ink, appearing to read "Dennis Wellington".

Dennis Wellington  
Chair  
Regional Capitals Alliance WA

CC:

Hon. David Templeman MLA; Minister for Local Government; Heritage; Culture and the Arts

Leader of the House

Duncan Ord; Director General at Department of Local Government, Sports and Cultural Industries

Gail McGowan; Director General at Department of Planning, Lands and Heritage

Jodi Cant; Director General Department of Finance

**Correspondence noted.**

## 6 TREASURER’S REPORT MAY 2020

**Date of Report:** 18 June 2020  
**Report Author** Mayor – City of Greater Geraldton  
**Disclosure of Interests:** Nil  
**Attachments:**

### Purpose

The following notes are provided an explanation to the attached statements:  
 Nil

10:08 AM  
 02/06/20  
 Accrual Basis

### WA Regional Capitals Alliance Inc Profit & Loss Budget vs. Actual July 2019 through May 2020

	<u>Jul 19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Interest received	58.08	100.00	-41.92
Membership Fee 2019/20	150,000.00	150,000.00	0.00
<b>Total Income</b>	<u>150,058.08</u>	<u>150,100.00</u>	<u>-41.92</u>
<b>Gross Profit</b>	150,058.08	150,100.00	-41.92
Expense			
Accountancy fees	665.50	1,100.00	-434.50
Audit fees	0.00	500.00	-500.00
Bank charges	124.22		
Donations	1,520.00		
Executive Support	72,979.08	85,909.00	-12,929.92
Meetings & Functions	1,268.35	2,000.00	-731.65
Projects	2,985.00	58,000.00	-55,015.00
Travelling expenses	697.60	2,500.00	-1,802.40
<b>Total Expense</b>	<u>80,239.75</u>	<u>150,009.00</u>	<u>-69,769.25</u>
<b>Net Ordinary Income</b>	<u>69,818.33</u>	<u>91.00</u>	<u>69,727.33</u>
<b>Net Income</b>	<u><u>69,818.33</u></u>	<u><u>91.00</u></u>	<u><u>69,727.33</u></u>

6:52 AM  
02/06/20  
Accrual Basis

**WA Regional Capitals Alliance Inc**  
**Balance Sheet**  
As of May 31, 2020

	May 31, 20
<b>ASSETS</b>	
Current Assets	
Chequing/Savings	
WARCA Cheque Account	77,641.29
WARCA Savings Account	47,553.70
Total Chequing/Savings	125,194.99
Total Current Assets	125,194.99
<b>TOTAL ASSETS</b>	<b>125,194.99</b>
<b>LIABILITIES</b>	
Current Liabilities	
Accounts Payable	
Trade creditors	7,875.00
Total Accounts Payable	7,875.00
Other Current Liabilities	
Tax Payable	-1,432.08
Total Other Current Liabilities	-1,432.08
Total Current Liabilities	6,442.92
<b>TOTAL LIABILITIES</b>	<b>6,442.92</b>
<b>NET ASSETS</b>	<b>118,752.07</b>
<b>EQUITY</b>	
Opening Bal Equity	136,570.00
Retained Earnings	-87,636.26
Net Income	69,818.33
<b>TOTAL EQUITY</b>	<b>118,752.07</b>

**Resolution:**

- That the Board receive and note the Treasurer’s Report for the period ending 31 May 2020 and the accompanying financial documents.
- That the treasurer develop a budget for 20-21 for confirmation at the next meeting and that fees remain at \$15,000 per annum for each Alliance member council.

Moved: Dennis Wellington  
Seconded: Andrew Sharpe

## 7 INVESTMENT FRAMEWORK UPDATE

<b>Date of Report:</b>	<b>18 June 2020</b>
<b>Report Author:</b>	<b>Executive Officer, Paul Rosair</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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**Purpose:**

To update the Alliance members on work to date regarding the Investment Framework Project.

**Background:**

Following the appointment of MainSheet Capital in a special meeting held on 7 May 2020, the RCAWA Executive Officer and MainSheet have had numerous project meetings. A meeting was also held between MainSheet and the Alliance members on 22 May, after which an email was sent to each Council requesting information.

**Discussion:**

Executive Officer and MainSheet Capital to provide an update. Members to provide information, feedback as required.

**Link to strategic Direction:**

Partnership and collaboration  
Representation

**Information received.**



## 8 FORMAL PRESENTATIONS

<b>Date of Report:</b>	<b>18 June 2020</b>
<b>Report Author:</b>	<b>Executive Officer – Paul Rosair</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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### **Purpose:**

The Alliance to receive presentations from:

- Jodi Cant; *Director General, Department of Finance and Chair, Regional Stream of the State Covid-19 State Recovery Group*
- Ralph Addis; *Director General Department of Primary Industries and Regional Development*
- Hon. David Honey MLA; *Shadow Minister for Water; Industrial Development; Lands; LA Opposition Policy Coordinator*

N.B. The Mainsheet Capital team will be present throughout these sessions and Jodi Cant will be present for the first two sessions.

### **Background:**

Leading up to this meeting, Alliance members were canvassed about issues pertinent to the portfolios of the presenters: a consolidated list is provided in the discussion and has been forwarded to the relevant presenters as appropriate.

### **Discussion:**

#### **10.45 am Presentation:**

Jodi Cant; *Director General, Department of Finance and Chair, Regional Stream of the State Covid-19 State Recovery Group*

Topics:

Discuss the State's Covid-19's Response and Recovery Plan focusing on the Regional Stream. Outline RCAWA's Investment Framework, currently under development.

#### **11.00 am Presentation:**

Ralph Addis; *Director General Department of Primary Industries and Regional Development*

Topics:

Discuss the State's Regional Development and Primary Industries agenda and priorities. Outline RCAWA's Investment Framework, currently under development.

**11.30 am Presentation:**

Hon. David Honey MLA; Shadow *Minister for Water; Industrial Development; Lands; LA Opposition Policy Coordinator*

## Topics:

Outline RCAWA's Investment Framework, currently under development. Understand the Opposition' Policy Agenda, Development and Priorities.

**Link to Strategic Directions:**

Advocacy and Policy Influence

Representation

Partnership and Collaboration

**Budget Implications:**

Nil

**Information received.**

## 9 EXECUTIVE OFFICER BI-MONTHLY REPORT (APRIL-MAY 2020)

<b>Date of Report:</b>	<b>18 June 2020</b>
<b>Report Author:</b>	<b>Executive Officer – Paul Rosair</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Executive Officer Bi-Monthly Report – April 2020 – May 2020</b>

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**Purpose:**

To update RCAWA on the Executive Officer services provided for the period April 2020 to May 2020 inclusive.

**Background:**

The Executive Officer has been engaged in this role for over 4 years. He has held a number of meetings with Alliance members (one-on-one and as a group) and key government, industry and political stakeholders. This report (attached) provides information about the services provided under the following main headings:

- Summary of two-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 2019/2020 approved RCAWA budget.

**Information received.**

# Executive Officer BI-MONTHLY REPORT

**PREPARED FOR RCAWA  
APRIL – MAY 2020**



*Business Consulting Services*

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W	naja.com.au

## Section 1: Summary of Two Monthly Actions

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

**Investment Framework Strategy** – as requested by the Alliance, the EO developed an EOI for the provision of services to refine the Alliances investment framework as a basis of a submission to the State Government. After considerable deliberations and several meetings and a presentation by the two proponents (on the 7<sup>th</sup> of May 2020) the Alliance resolved to appoint Mainsheet Capital to undertake the contract.

The Executive Officer held a start-up meeting on the 12<sup>th</sup> of May to provide guidance to the Consultants. That was followed up by another start up meeting on the 21<sup>st</sup> May with the Alliance members. Mainsheet Capital are now in contact with all members soliciting the necessary financial and project information for the submission. They will be providing a project update at the 18<sup>th</sup> June Alliance meeting. The Executive Officer maintains regular contact with the consultants and provides oversight of and guidance to the contract.

**EPBC Act Review Submission:** After the draft submission was prepared and reviewed by the Alliance at the April meeting it was modified with further input from members and a late submission from Port Hedland and then formally lodged. The Executive Officer also briefed the Chief of Staff and the Environmental Policy Officer from the Minister of Environment's Office, regarding the submission.

**RCAWA Benchmarking Framework:** Following on from the February 2020 meeting where the first Benchmarking Framework was presented to the members, the EO has been working with Steve Grimmer from Albany and the Alliance members representatives which will now also includes figures received from Esperance and Port Hedland. A Benchmarking Input Sheet for future years for each of the Benchmarking participants (including Esperance and Port Hedland) was distributed. A deeper dive into nominated service area(s) is now being undertaken.

**WA Planning System Review:** This matter continues to be on the table. After numerous attempts to develop a white paper for consultation the Government decided to change tact. It formed a working group and developed a number of priority areas to look at reform issues. The EO attended the second Local Government Stakeholder Reference Group, on behalf of the RCAWA, on 17 March 2020 and was disappointed somewhat as to the strategic approach now being taken. Subsequently, after speaking to the DG Department of Local Government, the Executive Officer has reservations as to the effort he deploys to this activity.

A Planning and amendment Bill was introduced to parliament earlier this month. The Executive Officer has been canvassing CEOs to gauge their opinions on three fronts; has sufficient consultation on the amendments been undertaken at alliance level, are the changes appropriate and what outstanding matters need to be resolved. A draft letter to the Ministers of Local Government and Planning highlight this position was subsequently drafted by the Executive Officer as a result.

**COVID-19 Response CEO Group:** EO, in conjunction with the Secretariat, facilitated weekly CEO ring-arounds including agendas, information tabulation, creation of a shared drop box and the EO worked on a press release/communique on behalf of the RCAWA. A media statement was finalised and released as a consequence, outlining the Alliance response.

**Review of Local Government Act 1995** – As an ongoing activity, I continue to liaise and advocate with relevant government and industry bodies regarding the Local Government Act Review. Met with the DG of Local Government, Friday 29<sup>th</sup> May. The EO is detecting a subtle change in Government strategy and approach to this matter and a refocussing of priorities as a result of the Government’s COVID-19 response. The EO will elaborate at the 18<sup>th</sup> June Alliance meeting.

**RCAWA Secretariat Arrangements** – The new secretarial and executive officer’s new 2-year contractual arrangements commenced in May resulting in a more efficient and effective service delivery model.

Website update – the website upgrade has now been completed resulting in an excellent product and allowing for easier uploading of reports, minutes and information in a timelier manner.

**Actions and Business Arising** - Updating all Actions and Business Arising from RCAWA.

**MACWA Awards** –having done some preparatory work for this year’s awards, it has now become evident that it would be considered inappropriate to go ahead, given COVID-19 and the associated implications for local governments. Work is now in abeyance until next year and the judges have been informed. Refer Item in April Agenda.

**LGIS workers compensation** – A zoom meeting for Alliance members with Jonathon Seth, CEO LGIS, following the bi-monthly meeting 16<sup>th</sup> April 2020 was held.

**RCAWA Perth Office Sub-Lease** – The Executive Officer prepared an offer for the Alliance to provide a permanent Perth based office desk and facilities (within the Naja – Pivot in the Park Offices) in Victoria Park for the Alliance to use for members and their staff when in Perth. A paper was prepared and is being considered at the 18<sup>th</sup> June meeting.

**Reviews and Submissions** – EO continues to monitor progress after the Alliance made submissions for the following.

A) Streamlining WA – State Government initiative, B) Service Priority Review – C) Public Library System D) Review of Heritage Act 1990 E) Local Government Act F) Planning Reform G) Productivity Commission Report – watching brief and liaison with appropriate stakeholders as required H) EPBC Act – Completed I) Aboriginal Heritage Act– J) Regional Airline Airfares Review.

Stakeholder Engagement: Regular meetings with relevant stakeholders as per Section 3.

## Section 2: Details of Two-Monthly Actions

KEY OBJECTIVES		OVERVIEW OF MONTHLY ACTIONS
<b>ADVOCACY &amp; POLICY INFLUENCE</b>	Preparation of Submissions and Delegations	<p>Currently working on:</p> <ul style="list-style-type: none"> <li>• COVID-19 Response</li> <li>• Planning Reform</li> <li>• Energy Strategy</li> <li>• Streamlining WA</li> <li>• Investment Framework and Implementation Strategy</li> <li>• Local Government Act Review</li> <li>• Heritage Act Review</li> <li>• State’s review of the regulations under the new Public Health Act 2016 TBA see Other Business</li> </ul>
	Advocacy on Key Issues	<p>Upcoming meetings:</p> <ul style="list-style-type: none"> <li>• <b>Sue Ellery</b> (<i>Minister for Education and Training Leader of the Government in the Legislative Council</i>) Invitation accepted – 16 April 2020 – deferred</li> <li>• <b>Ralph Addis</b> (<i>Director General, Department of Primary Industries and Regional Development</i>) Invitation accepted – 18 June 2020</li> <li>• <b>David Honey</b> (<i>Shadow Minister, Industrial Development, Water and Lands</i>) and <i>Liberal Party Policy Coordinator</i> – 18 June 2020</li> <li>• <b>Stephen Dawson</b> (<i>Minister for Environment, Disability Services and Electoral Affairs</i>) Invitation accepted – August 2020</li> </ul> <p>Dates yet to be confirmed:</p> <ul style="list-style-type: none"> <li>• <b>Hon Paul Papalia</b> (<i>Minister for Tourism; Racing and Gaming; Small Business; Defence Issues; Citizenship and Multicultural Interests</i>)</li> <li>• <b>LandCorp: George McCullagh</b> (<i>Chairman – LandCorp</i>) and <b>Frank Marra</b> (<i>CEO LandCorp</i>)</li> <li>• <b>Rebecca Brown</b> (<i>Director General Department of Premier and Cabinet</i>)</li> <li>• <b>Mathius Cormann</b> (<i>Federal Minister for Finance</i>)</li> </ul>

KEY OBJECTIVES		OVERVIEW OF MONTHLY ACTIONS
		<ul style="list-style-type: none"> <li>• <b>Ken Wyatt</b> (<i>Federal Minister for Indigenous Australians</i>)</li> <li>• <b>Mark McGowan</b> (<i>Premier, Western Australia</i>) and <b>Alannah McTeirnan</b> (<i>Minister of Regional Development</i>)</li> </ul>
<b>ADVOCACY &amp; POLICY</b>	Development of Policy Position Papers	<ul style="list-style-type: none"> <li>• EPBC Act Review Submission submitted 17 April</li> </ul>
<b>PARTNERSHIP &amp; COLLABORATION</b>	Insurance Services – Workers Compensation	Continuing to negotiate with WALGA and LGIS. Meeting held 16 April 2020
	RCAWA Investment Framework	Investment Framework being developed with Mainsheet Capital to prepare a cogent submission to all major political parties in the lead up to the 2021 State Election in an endeavour to secure an election commitment from all.
	COVID-19	Working with Alliance members in collaborating responses to the outbreak. Conducting weekly ring-around meetings and developed a media release from the Alliance accordingly. Also created a drop box repository sharing key documents, policy and practices.
	Federal Government – City Deals and Smart Cities	In Abeyance
	Communications Support	EO, Secretary and EA are continuing to implement actions. Website has been repaired and updated with all previous information, meeting minutes and annual reports.
	Development of Strategic Plan	Continuing to implement the 2018 Action Plan developed from the Strategic Plan. Strategic planning workshop was scheduled for June meeting – dependent on COVID-19 priorities.
	RCAWA Meetings and Reporting	<ul style="list-style-type: none"> <li>• COVID-19 Ring Around 9-4-2020</li> <li>• Chair, Treasurer and Executive Officer Review 14-4-2020</li> <li>• RCAWA Sub Committee EOI Evaluation – 15-4-2020</li> <li>• RCAWA Meeting (Perth) 16-4-2020</li> <li>• RCAWA, Mainsheet Capital and WALGA Meeting 7-5-2020</li> <li>• Mainsheet Capital EO Start Up Meeting 12-5-2020</li> <li>• RCAWA and Mainsheet Capital Start Up Meeting 21-5-2020</li> <li>• RCAWA Secretary and EO Catch Up Meeting 29-5-2020</li> </ul>



### Section 3: Stakeholder Engagement

Stakeholder representatives	Meeting Date	Key Meeting Outcomes
<b>Hon Ian Blayney, MLA</b> Geraldton	3-4-2020	Discussed the RCAWA Investment framework and regional national party policy. Discussed 5 questions the member wanted to pose to Regional Stakeholders.
<b>Martin Aldridge, MLC</b> Agriculture	3-4-2020	Met with Martin on an unrelated matter but took the opportunity to update him on the activities of RCAWA
<b>Dennis Wellington, Mayor Albany and Chair RCAWA</b> <b>Andrew Sharpe, CEO Albany and Secretary RCAWA</b>	14-4-2020	Secretariat and administrative RCAWA matters
<b>Jonathon Seth and team;</b> <i>CEO Local Government Insurance Services (LGIS)</i>	16-4-2020	RCAWA Subgroup met with Jonathon and his team. Jonathon provided an overview of services, update of the scheme and the impact of COVID-19. He was reviewing member reserves with the view of forward those benefits. Chris Adams made it clear RCAWA members primarily just want to buy insurance and expect value for money when doing so.
<b>Carl Askew, CEO, Town of Port Hedland</b>	16-4-2020	Discussed ToPH EPBC Act submission, inserted main points into RCAWA submission
<b>Nic Sloan, CEO, WALGA</b>	6-5-2020	Upcoming Meeting Arrangements and discussions
<b>Michael from Albany Advertiser, Albany</b>	12-5-2020	Discussed RCAWA media release
<b>Gerard Moody and Team from Main Sheet</b>	12-5-2020	Start Up meeting to commence Investment Framework Engagement
<b>Ralph Addis, Director General, Department of Primary Industries and Regional Development</b>	14-5-2020	Provided overview and update of RCAWA agenda and priorities including the Investment Framework. Ralph is keen to receive report. RCAWA meeting 18 June acceptance.
<b>Duncan Ord, Director General, Department of Local Government, Sports and Cultural Industries</b>	29-5-2020	Provided overview/ update of RCAWA agenda and priorities incl. Investment Framework. Discussed RCAWA position on the LG and Planning reviews, the reform agenda of government and the role RCAWA may play. Outlined Alliance views on the State Council and Zone model. Duncan accepted an invitation to our August meeting.
<b>Alliance Members</b>		Regular telephone discussions

**Section 4: Issues and Opportunities**

Overview of Issue/Opportunity	Update
COVID-19	Teleconferences were initially held weekly with the EO and CEOs to provide support, share and collate information and look at ways forward.
Federal Election and Agenda for Growth	Alliance profile and agenda promoted to both sides of politics. Moving from a Federal Election Pitch flyer to an Agenda for Growth drive and now modifying for the 2021 State Election. EO now met with 5 WA Federal members.
Workers compensation Premiums (LGIS)	Engagement with LGIS continuing to endeavour to negotiate cheaper premiums for Alliance members. Alliance members will individually negotiate 2019 contracts with the view to renegotiating as a group in 2020. EO arranging meeting with LGIS and WALGA after the April 2020 Alliance Meeting.
Marketing and Communications	Continuing to implement activities identified in the 2018 Action Plan. Revisiting works agenda for 2020 accordingly.
Strategic Planning	Continuing to implement activities identified on the 2018 Strategic Plan. Revisiting action agenda for 2020 accordingly.
Administrative Support	New Secretariat arrangements in place as part of EO contract extension commenced May 2020.
Regionalising Government Services	EO met with Chair Designate, John Langoulant (and Nicole Lockwood, Infrastructure Australia). Continuing to participate in the State Government's Service Priority review and Streamlining WA by keeping in contact with relevant stakeholders (new Manager Emily Roper) to keep abreast of the review and monitor opportunities to participate further.

**Time allocation summary: Executive Officer**

Contract Year	Budgeted Total Annual Contract hrs	Total Billed hrs and Total Actual hrs	YTD Total Billed hrs and YTD Total Actual hrs
<b>May 2018-April 2019</b> (Incl) Completed	400 hrs	Total billed hours for April 2019 35 hrs. (35.5 hrs. actual)	400 hrs billed (408.5 hrs actual)
<b>May 2019-April 2020</b> (Incl) Completed	400 hrs	Total billed hours for April 2020 35 hrs. (48 hrs. actual)	400 hrs billed (433 hrs actual)
<b>May 2020-April 2021</b> In Progress	400 hrs	Total billed hours for May 35 hrs (30 hrs actual)	35 hrs billed (30 hrs actual)

**Time allocation summary: Executive Assistant**

Contract Year	Budgeted Total Annual Contract hrs	Total Billed hrs and Total Actual hrs	YTD Total Billed hrs and YTD Total Actual hrs
<b>May 2020-April 2021</b> In Progress	330 hrs	Total billed hours for May 2019 30 hrs. (33 hrs. actual)	30 hrs billed (33 hrs actual)

## 10 RCA UPDATE

<b>Date of Report:</b>	<b>18 June 2020</b>
<b>Report Author:</b>	<b>Grant Henley, Mayor City of Busselton</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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**Purpose:**

To update RCAWA members on RCA matters

**Discussion:**

No update provided.

**Link to Strategic Directions:**

Partnership and collaboration  
Representation

**Budget Implications:**

Nil

# 11 COVID-19

<b>Date of Report:</b>	<b>18 June 2020</b>
<b>Report Author:</b>	<b>Paul Rosair</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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## **Purpose:**

To provide an opportunity for Alliance Members to discuss the impact of COVID-19, measures taken and the RCAWA strategy for the future.

## **Background:**

COVID-19's effect on all aspects of local government is unprecedented. With some Federal government restrictions already in place, the State Government declared a State of Emergency under the Emergency Management Act and a Public Health Emergency under the Public Health Act on 31 March 2020 .

To facilitate a collaborative, supportive network, RCAWA CEO's conducted weekly COVID-19 ring-arounds since 19 March 2020 until the end of April 2020; providing each other with information and their Council's approach to the pandemic response. A shared Drop Box was set up which included information on staff and elected members, disaster recovery and emergency action plans, council meetings, travel and operations, business stimulus and media releases and advocacy.

A communique was released to the media in April, which initiated a number of enquiries from outside agencies. Earlier this month the State relaxed restrictions and reopened all intra state regional borders. Members are continuing their response efforts but are also now focusing on developing their recovery strategies.

## **Discussion**

The State is now starting to move from a response to recovery mode. The Investment Framework, being developed by Mainsheet Capital is an ideal vehicle to coordinate the Alliance's recovery activities and use them as a conduit to a longer-term sustainable investment strategy for regional Western Australia.

The Executive Officer met with Jodi Cant, Director General, Department of Finance, and is now in regular contact with her as she coordinates the COVID-19 - regional response for the State.

Ms Cant highlighted areas where she had been concentrating the Reference Group's efforts to date:

- Every Region is different – there is not a one size fits all solution
- Intrastate Border reopening – largely completed
- The Digital Divide – An opportunity to address this gap
- Tourism and Small Business
- Education
- Jobs Jobs Jobs

Alliance members need to discuss and highlight priority areas of action for incorporation into the recovery effort. Consideration should be given to a further media release detailing the Alliance's Covid-19 recovery investment across its members.

**Link to strategic Direction:**

Partnership and collaboration

Advocacy

**Resolution:**

- **That the Information is received**
- **That the Executive Officer drafts a Covid-19 Recovery Media Statement for release highlighting the Alliance's recovery efforts.**

**Moved: John Walker**

**Seconded: Andrew Sharpe**

## 12 PLANNING AND AMENDMENT BILL

<b>Date of Report:</b>	<b>18 June 2020</b>
<b>Report Author:</b>	<b>Executive Officer, Paul Rosair</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Planning Reform Overview</b>

### Purpose:

For the Alliance to discuss the Planning and Amendment Bill in relation to its impact on the members and to decide if any further action is warranted at this stage.

### Background:

The Planning Reform process was initiated with an overarching objective to create a simpler, more transparent planning system. The Alliance has been aware of, and involved with, the Planning Reform activities since 2018. Throughout the last 2.5 years the members and the Executive Officer have made a submission to the Green Paper, collated a summary document that was presented to Kathy Bonus, met with Evan Jones, Gail McGowan, Graeme Gammie, Duncan Ord and David Michael, and attended Planning Reform meetings (see archived actions below).

1/8/18	9. Modernising the WA Planning System	EO to submit a joint response to the Planning Submission Green Paper after circulation to Alliance members out-of-session.	C	2	Submission complete.
15/11/18	10. Update – Modernising the WA Planning System	EO to 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.	OG	1	Refer previous item - EO met Kathy Bonus, Dept of Planning
7/2/19	11. Update – Modernising the WA Planning System	Defer consideration of position until the White Paper on planning Reform is released	OG	3	Refer previous action - EO to consulted with Evan Jones.
11/4/19	14. Planning Reform	Letter to be sent to the Director General of Planning requesting an update on where the white paper is currently	OG	3	Letter sent, EO met with Premier 18-9-19 Received email from Kathy Bonus. See Other Business 28 November. Peter Long attended meeting 27/11/19
28/11/19	16. Other Business	Peter Long to write an email to the Reform Group on behalf of the Alliance.	OS	3	Watching Brief Peter Long provided response. EO attended meeting, see Other Business

In August 2019, a Planning Reform Action Plan was released, with the intent to:

- provide clear strategic direction across the planning framework and enable the community to be more involved in strategic planning and have a better understanding of the planning system
- support new ways of working to reduce unnecessary red-tape, increase cooperation and create more consistency and efficiency in how the planning system operates
- ensure the planning system is fit-for-purpose and can meet the challenges of the next phase of WA's growth with the right planning tools.

The Action Plan sets out three overarching goals and 19 reform initiatives to achieve these aims and assist in achieving the State Government’s priorities. The Action Plan was informed by consultation with stakeholders, advice from the WAPC and the recommendations of the Independent Planning Reviewer published in the Green Paper in May 2018. Further information on the Planning Reform Action Plan can be sourced from the following links:

<https://www.dplh.wa.gov.au/getmedia/51dcd003-7cc2-4ed1-8d47-9f656fb4d55c/PRJ-PR-Action-Plan-Background>

<https://www.dplh.wa.gov.au/getmedia/075dc761-ad2a-4f43-99e2-91a246bb4114/PRJ-PR-Action-Plan>

<https://www.dplh.wa.gov.au/getmedia/583e178f-b781-49d4-b5d1-4604df2d922b/PRJ-PR-Action-Plan-glance>

<https://www.dplh.wa.gov.au/getmedia/435a5ad6-11c8-4241-9620-774d916a9183/BRO-Action-Plan-Planning-Reform-2020>

It was always the intention for the DPLH and WAPC to work collaboratively with stakeholders through working groups, reference groups and pilot projects to shape many of the reform initiatives; seek input on the detail and partnering to test options and identify preferred solutions. Peter Long and Paul Rosair have both attended working groups and provided information back to RCAWA members.

On Wednesday, 20 May 2020 a media release from the Premiers Office outlined that some of the Planning Reform measures would be introduced to Parliament that day:

*“Major reforms to simplify Western Australia's planning system and boost the State's economic recovery from COVID-19 will be introduced to Parliament today. The McGowan Government's planning reforms are the culmination of three years of extensive consultation, which are now being urgently brought forward to support the wider economic response to the pandemic, protect WA jobs and create new job opportunities. The first initiative, made effective upon the passing of the legislation, would introduce a new development application process for significant, job-creating projects for the next 18 months to provide immediate support for the State's economic recovery. In the short-term, the Western Australian Planning Commission will be the decision-maker for such projects, with plans to create a new Special Matters Development Assessment Panel after the 18-month period based on a similar model.*

*A significant development would be defined as:*

- *development proposals with an estimated cost of \$30 million or more; or*
- *residential dwelling proposals with 100 or more dwellings; or*
- *commercial developments with a minimum 20,000sqm of commercial floor space; or*
- *regional or tourism projects that may not meet the criteria but are considered important to assist in the COVID-19 recovery.*

*This model will ensure that large and complex developments receive a State co-ordinated approach with referral agencies and streamlined assessment processes to ensure job creating*



projects can start as soon as possible. The legislative reforms will be supported by changes to planning regulations and State planning policies, and add to the launch of Design WA policies last year which prioritise the importance of good design in planning and development. Further proposed changes in the reforms will provide flexibility for small businesses, improve community engagement requirements and increase the number of exemptions for approval.

The planning reforms will include initiatives that respond to community and stakeholder feedback, such as:

- abolish change of use approvals for a number of different types of small business, which is often required by local government to start up or adapt a business;
- exempt a wider range of small residential projects such as patios, decks and extensions from planning approval;
- abolish onerous requirements on small businesses to pay cash-in-lieu for parking shortfalls up to 10 bays; and
- improve community consultation by mandating consistent consultation processes across the State.

Most of the proposed amendments are part of the State Government's Action Plan on Planning Reform and follow three years of consultation to remove barriers in the planning system, provide greater clarity and consistency for users of the system and reduce the administrative burden on the State's 139 local governments.

**Further consultation will be undertaken with all stakeholders on proposed regulatory changes which will be introduced as soon as drafting has been completed.”**

An email sent to Local Governments from Tracey Roberts, WALGA President, voiced concerns regarding the Amendment Bill, and the apparent lack of consultation with Local Governments and prompted action. See email below:

**“Dear Mayors and Shire Presidents**

Please find attached information released by the State Government in relation to the Planning and Development Amendment Bill 2020, being tabled in Parliament today. The State Government proposes extensive modifications to the Planning and Development Act 2005 (WA). One of the amendments is to create an expedited approvals process to allow the State Government, through the DPLH/WAPC, to assess and approve certain development applications over \$30 million for an 18-month period. The State Government has indicated that this amendment provides the following advantages over the current planning framework:

1. Large developments would be fast-tracked to help the economy recover from the pandemic sooner. Significant applications will be processed through this system, estimating around 10-20 applications per year.
2. Bottlenecks caused by referral agencies would be removed, allowing applications to be processed faster; and,

3. Proponents with ‘Significant’ developments can seek the Ministers support to have their application considered by DPLH/WAPC (Note – these ‘Significant’ types of applications are yet to be defined)
4. Minor residential projects will not require a planning approval.

*An additional proposal is the creation of a ‘Special Matters’ DAP, which will only have a representative from the ‘local government sector’ not a Local Government Elected Member as in the current system. Applications which fall into the ‘Special Matters’ category are not clearly explained. It is concerning that consultation with Local Government, on the contents of the Bill, did not occur. I received my copy this morning! Should you have concerns in relation to either the proposed amendments or the degree to which you have been consulted, can I urge you to please raise those concerns with your local MP’s, including your member in the Legislative Council.*

*I have called a Special State Council meeting for Monday 25 May 2020 to discuss the level of detail and provide local context, so please don't hesitate to contact your State Councillor should you wish to further discuss.*

*We will keep you informed.*

*Kind regards  
Tracey Roberts  
WALGA President”*

Although the Bill was tabled on 20 May, it did not receive support, with the Government backing down and allowing some further time for discussion, analysis and clarification., see ABC report: <https://www.abc.net.au/news/2020-05-20/coronavirus-prompts-wa-bid-to-axe-some-home-renovation-approvals/12265878>

### **Discussion:**

Given the engagement levels afforded to the RCAWA throughout the Planning Reform consultations (noted above) and, having due consideration for how the Alliance is to be perceived by Government in this current climate, the Executive Officer canvassed the thoughts and received input from all the CEOs of the Alliance in developing a letter which was signed and sent to Minister Saffioti by the Chair. See Item 5 – Correspondence Out.

### **Resolution:**

- **That the Executive Officer and the Mayor of Karratha continue to engage in the reform process**

**Moved: John Walker**

**Seconded: Mike Archer**

## 13 PERTH OFFICE BASE FOR RCAWA

**Date of Report:** 18 June 2020  
**Report Author:** Executive Officer, Paul Rosair  
**Disclosure of Interest:** Nil  
**Attachment(s)**

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### **Purpose:**

To seek an Alliance decision on the proposal for RCAWA to sub-lease a permanent desk in the Pivot in the Park offices located at 459 Albany Highway, Victoria Park, currently leased by NAJA business Consulting Services and Associates.

### **Background:**

Following the EO's initial engagement with Alliance members regarding their interest in subleasing an area in the offices at 149 Albany Highway Victoria Park, Andrew Sharpe requested that this item be raised at the June meeting for an official decision.

### **Discussion:**

The Pivot in the Park offices are less than 3 km from the Perth CBD across the causeway with immediate bus and train access. It is 112m<sup>2</sup> metres of meeting and office spaces with a prime frontage to Albany Highway, located in the main business café district in Victoria Park. The desk area is a partitioned area (approximately 2.5 x 3m) and can be booked by any Alliance member or their staff for use whilst in Perth. Any CEOs or Mayors that wish to use an enclosed office for the purposes of 1-1 meetings (or if they have need for more privacy) can also make arrangements with Paul. Likewise, regarding the use of the larger meeting room at the front of the building and smaller meeting area at the rear.

### **INCLUSIONS:**

- A permanent desk with state of the art 100 mbit NBN and Wi-Fi facilities for use by Alliance members and any of their staff whilst in Perth.
- Access to “reasonable” printing, binding, shredding, laminating facilities.
- RCAWA signage on front door and above dedicated desk area.
- RCAWA dedicated postal address and post box out the front.
- Free 1-hour parking out front of Offices (then \$1.10 per hour thereafter) or 4-hour free parking in Temple or McMillan streets, 50m away.
- Easy access to accommodation and airport.
- Kitchen and toilet facilities.
- Access to meeting facilities catering for up to 10 people (or by prior arrangement 16) with smart TV display.
- Telecommunications and Zoom meeting facilities
- Extensive catering facilities available (at cost)
- All outgoings including power, water, rates, security and cleaning services

**COST:**

\$125 per week (total of \$6,500 per annum), commencing 1 July 2020 which is proposed to be allocated from existing project funds.

**FEEDBACK:**

Feedback was sought from members which is detailed below:

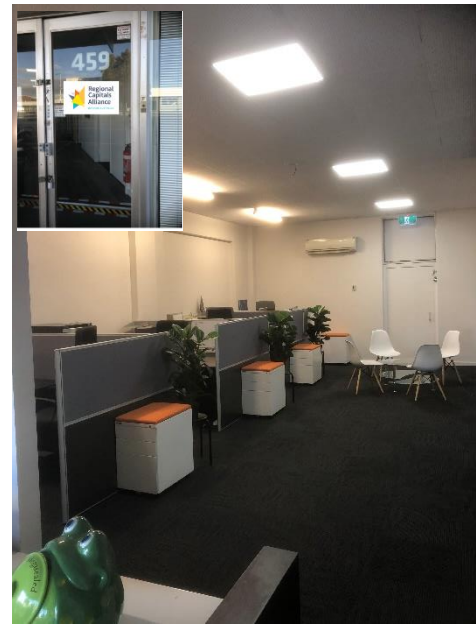
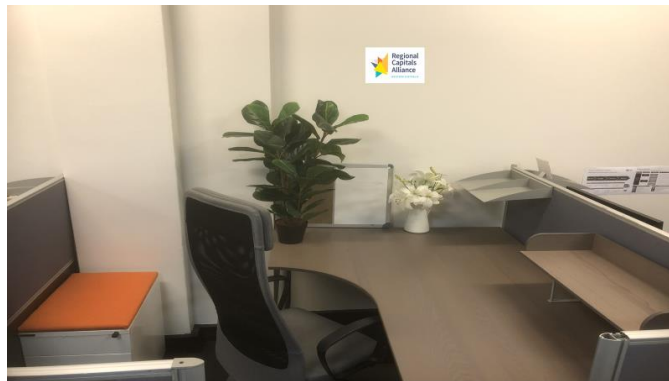
- Albany – in favour
- Busselton – in favour
- Kalgoorlie – in favour
- Geraldton – in favour
- Bunbury – in favour (would like a review after 6 months)
- Karratha – in favour (with suggestion that it be a variation to existing EO contract)
- Port Hedland – in favour (subject to RCAWA majority)
- Northam – not keen (unlikely to use, however, will go with majority)
- Broome – no response
- Esperance – no response

If it were to commence, a first of July commencement date (coinciding with the 20-21 budget) may be prudent, as suggested by CEO of Albany and supported by the treasurer.

Since the Office has been opened, on 1 May 2020, it has allowed the Executive Officer to invite guests to meet in a more professional setting and showcase RCAWA in a more professional light.

The following stakeholders have met at the premises on RCAWA related matters since the office has been open:

- Duncan Ord DG Department of Local Government
- Tracey Roberts, President and Nick Sloan, CEO of WALGA
- Nicole Lockwood, Chair Freight Logistics Council, COVID-19 Response Group, and Infrastructure WA
- Tim Shackleton, Chair of the Pastoral Lands Board and Board member RFDS
- Stuart Smith, CEO, National Offshore Petroleum Safety and Environmental Management (NOPSEA)
- Tony Seabrook, President, Pastoral and Graziers Association (PGA)
- Colin Slattery, General Manager, Indigenous Land and Sea Corporation, Western Australia
- Mainsheet Capital
- Fred Riebeling, Commissioner, Town of Port Hedland
- Eric Ripper, Former State Treasurer

**Link to strategic Direction:**

Partnership and collaboration

Representation

Advocacy

**Resolution:**

- **That the Alliance sublease a partitioned space at Pivot in the Park, 459 Albany Highway Victoria Park, at a cost of \$125 per week commencing 1 July 2020 for a period of 12 months.**
- **That the sublease be paid for with existing budgeted project funds.**

**Moved: Dennis Wellington**

**Seconded: Andrew Sharpe**

## **14 OTHER BUSINESS**

### **RCAWA Strategic Planning Workshop – Chris Adams**

Chris Adams and Executive Officer to work on a Strategic Planning Workshop to be held in conjunction with the next RCAWA meeting over the 6 and 7 August 2020.

**6<sup>th</sup> August Meeting: Proposed venue City of Perth** – Executive Officer to confirm

**15<sup>th</sup> October – Venue TBA Canberra or JTSI Departmental Boardroom - TBD**

**State Election Strategy 2021** – To be discussed at the planning workshop

**Benchmarking Project Update** – Andrew Sharpe gave an update, noted by members

## **15 MEETING CLOSED 12.02PM**