



Avon Regional Organisation of Councils

AROC Governance Group Meeting

17 July 2023

MINUTES

To: AROC Members

Here within are the Minutes of the AROC Governance Group (President's & CEO's) meeting, held on the abovementioned date in Council Chambers at the Shire of Toodyay.

A handwritten signature in black ink, appearing to read 'R. Murray'.A handwritten signature in black ink, appearing to read 'for Suzie Haslehurst'.

Suzie Haslehurst
CHIEF EXECUTIVE OFFICER
AROC Secretariat

20 JULY 2023

Preface

These Minutes will remain "Unconfirmed" until the next AROC Meeting, where the Minutes will be tabled and confirmed subject to any amendments.

The "Confirmed" Minutes are then signed off by the Chairperson.

Attachments that formed part of the Agenda, in addition to those tabled at the Meeting are incorporated into a separate attachment to these Minutes

Distribution

These minutes were approved for distribution on 20 July 2023.



Suzie Haslehurst
CHIEF EXECUTIVE OFFICER

Confirmation

These minutes of meeting were confirmed at a meeting held on

..... 4/7/2023.

Signed: F. N. Jones

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.

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ATTACHMENTS with separate index follows item 5.

1. DECLARATION OF OPENING

The AROC in-person meeting commenced at 11.02 am.

1.1. Announcement of Visitors

Rick Sleeman, Founder Sports Marketing Australia (via Zoom)

1.2. Record of Attendance and Apologies

Cr R Madacsi	Chair, Shire of Toodyay
Ms S Haslehurst	CEO, Shire of Toodyay
Cr P Bantock	Shire of Victoria Plains
Mr S Fletcher	CEO, Shire of Victoria Plains
Mr J Whiteaker	CEO, Shire of Northam
Cr C Antonio	Shire of Northam
Mr P Bentley	CEO, Shire of Goomalling
Cr J Chester	Shire of Goomalling
Cr D Smythe	Shire of York (via Zoom)
Mr C Linnell	CEO, Shire of York (via Zoom)
Mrs K Murray	Executive Officer, AROC

2. MINUTES AND ADDITIONAL INFORMATION

2.1 Confirmation of Minutes

RECOMMENDATION/AROC RES. NO.01/07/23

MOVED Cr Antonio

SECONDED Cr Madacsi

That the Unconfirmed Minutes of the Avon Regional Organisation of Councils meeting held on 8 May 2023 be accepted as a true and correct record.

MOTION CARRIED

2.2 Review of Status Report

Review of actions and progress arising from previous meetings and decisions.

Points raised as follows:

Climate change initiatives

- Cr Madacsi referred to funding available that may enable Shires to map key risks associated with climate change e.g., flooding, fire etc.

- J Whiteaker – cautioned that such an exercise may expose Councils to increased liability. Other members agreed.
- J Whiteaker advised that such a tool may already be available to Local Governments and agreed to forward the details i.e., spatialvision.com.au/case-study-climate-risk-map/

Corella Management

- J Whiteaker also met with Strickland Park Economics.
- K Murray advised that a Corella Project Coordinator has not yet been appointed.
- J Whiteaker – Northam has had success with birds of prey noises and movement deterrents.

Water Sustainability

- Discussion agreed that progress on water sustainability issues is difficult for AROC to pursue where there is no commonality between member's water issues and related solutions.
- Agreed to remove the broad focus on water sustainability from the status report and replace it with a focus on the Avon River health and access to funding, which is relevant for the Shires of Northam, Toodyay and York.
- J Whiteaker advised that the Shire of Northam is committed to advocating for the Avon River to be included in the Swan River Catchment, thereby enabling access to funding for river health initiatives.

Clearing Permits

- P Bentley advised that Cr Haywood addressed the motion presented to the Avon Zone Meeting on 23 June, which has been referred to State Council.

Housing Shortage

- S Fletcher reported on his discussions with Alex Mackenzie (WDC), who was the lead on the State Government's housing project/solution for local government. Treasurer Saffioti canned the proposed project saying there was insufficient local government interest shown based on the lack of applications to the Infrastructure Development Fund (Headworks Program). Alex will now solely work with Wheatbelt local governments regarding potential housing projects and is in the process of developing a toolkit for local governments to use regarding such projects.

- Sean advised that the Infrastructure Development Fund has only just opened and will remain open until September 2024. Had Treasurer Saffioti issued a short survey to local government CEOs, we could have given her the “evidence” she needed regarding housing demand and impacts.
- Sean has also advised the Regional Development Australia Wheatbelt (RDAW) CEOs forum regarding the above.
- Discussion identified a need to support RDAW advocacy for federal funding to Local Government for housing projects.

RECOMMENDATION/AROC RESOLUTION NO. 02/07/23

MOVED S Fletcher **SECONDED** Cr J Chester

That AROC provide a letter of support to RDA Wheatbelt for advocacy to the Federal Government recommending a ‘Roads to Recovery’ type funding program that is accessible to Local Governments.

MOTION CARRIED

2.3 Inward / Outward Correspondence

2.3.1 Financial Report

RECOMMENDATION/AROC RES. NO.03/07/23

MOVED Cr Antonio **SECONDED** Cr Smythe

That the financial report, as forwarded, be received.

MOTION CARRIED

3. OTHER BUSINESS / NEW BUSINESS OF AN URGENT NATURE

3.1 Submissions, presentations or representations from third parties;

3.1.1 Sports Marketing Australia Events Placement Program

Rick Sleeman, Founder of SMA, provided an overview of the SMA Events Placement Program:

- Previous three-year agreement has expired.
- COVID significantly impacted event placement during this term.
- Seven events were presented to AROC members in that period, of which two were accepted e.g., WA Country Athletics Championships in Northam and WestCycle WA York Classic Canola State Fondo.

- Rick reported the substantial economic value attributed to events, citing the City of Mandurah which has hosted 83 events during their agreement period.
- Rick was asked to identify event opportunities for the Avon region and referred to 'Adventurethon' which is expected to attract 700 competitors and ~2.5 accompanying people per competitor.
- Subsequent discussions identified a need/request for:
 - Better communication from SMA about potential events, including events that will be hosted by other local governments so that neighbouring Shires can value add by promoting the event.
 - A report from SMA every 6 months outlining the events that have been presented to members and estimates the economic value of events hosted and,
 - More consideration be given to hosting regional events, where multiple members can host or benefit from nearby events.
- It was agreed that there is merit in renewing the agreement as there is no obligation on members to accept an event offered, and no fees to pay if an event is not accepted.

RECOMMENDATION/AROC RESOLUTION NO. 04/07/23

MOVED Cr Madacs

SECONDED Cr Antonio

That AROC renew an agreement with Sports Marketing Australia to engage in the Events Placement Program for a further three years, and that SMA be requested to:

1. Increase communications with AROC members about event opportunities and placements in the region, and,
2. Provide a report every six months on the events presented to AROC members and the associated economic value of these events.

MOTION CARRIED

3.2 Matters referred by the Officer's Group for consideration or decision;

3.2.1 AROC advocacy and position formation process

Members raised the following discussion points:

- Cr Bantock – expressed that it was possible to support a broad perspective, but where specific issues or proposals are concerned, it was necessary to follow due process and allow sufficient time to determine a position of Council.
- J Whiteaker – indicated support could be given where the position/issue is aligned with Council's Strategic Community Plan; if not aligned, or for more specific issues/proposals, more information and time may be required to consult with Councillors.
- C Linnell – suggested that AROC members should be able to support an individual member's position without committing their Council to that position.

ACTION: Members referred the item to the Officer's Group to determine a process for obtaining AROC member support for an advocacy position.

3.3 Matters raised by individual member local governments for consideration;

1.3.1 Waste Avoidance, Management and Resource Recovery

The WA State Government's Waste Avoidance and Resource Recovery Strategy 2030 is under review with a draft Waste Strategy to be released in late 2023.

<https://consult.dwer.wa.gov.au/waste/have-your-say-in-wa-s-waste-strategy-review/>

Members were asked how they would like to progress collaboration on waste management in the region?

- J Whiteaker – advised that AROC previously produced a Strategic Waste Management Plan 2015-2020.
- Cr Madacsi – asked what the Shire of Northam's intentions were for future waste management? JW indicated an increasing focus on waste avoidance to reduce the need for additional waste disposal facilities.
- S Fletcher – Shire of Victoria Plains is open to discussions regarding a possible strategic waste facility in the Shire.
- Given the impending release of the WA Government's draft Waste Strategy later this year, it was agreed that AROC

consider revising an AROC regional waste management plan in 2024.

ACTION – Dedicate part of the September Governance Group meeting to a discussion on waste management and the potential for shared servicing in the region.

4. CONFIRMATION OF NEXT MEETING

The 2023 meeting schedule is provided:

2023	Officer's Group (CEO) Meetings	Governance Group (President's) Meetings
	11.00 am	11.00 am
	Zoom Meetings	Council Chambers
JAN	No meeting	No meeting
FEB	6/02/2023	
MAR		13/03/2023
APR	3/04/2023	
MAY		8/05/2023
JUNE	19/06/2023	
JULY		17/07/2023
AUG	14/08/2023	
SEPT		11/09/2023
OCT	16/10/2023	
NOV		13/11/2023
DEC	No meeting	No meeting

5. CLOSURE OF MEETING

The meeting closed at 1.14 pm.



AROC Governance Group Meeting

Attachments to Minutes – Monday 17 July 2023

Minutes and additional information

2.2 Status report

2.3 Inward / outward correspondence

2.3.1 Financial report to 30 June 2023

Other business / new business of an urgent nature

3.3.1 Sports Marketing Australia Events Placement Program agreement

AROC STATUS REPORT
Avon Regional Organisation of Councils

Secretariat
CEO - Shire of Toodyay

Purpose	Meeting Date	Resolution	Target date for completion	Actioned by	Completion Date	Meeting Commentary
2.1 Confirmation of Minutes	08/05/2023	That the Unconfirmed Minutes of the Avon Regional Organisation of Councils meeting held on 8 May 2023 be accepted as a true and correct record.	17 July 2023	EO		17.7.23: Minutes were confirmed and signed at the 17 July 2023 meeting.
Climate Change Initiative	12/07/2021	AROC CEOs to work together to identify a project we could apply for funding on a regional level.	Ongoing	ALL		13.7.23: EO will undertake WALGAs LG Climate Risk Assessment training on 26 July. WALGA has written to Minister Whitby (Environment & Climate) advocating for inclusion of funding in the State Budget to extend the Regional Climate Alliance program.
Corella Management	13/03/2023	AROC RES. NO.02/03/23: That AROC members individually commit \$5,000 per annum in 2023, 2024 and 2025, and commit \$25,000 pa from AROC funds for three years, towards corella management activities.		ALL		26.6.23: Cr Madacsi and EO met with Strickland Park Economics consultants, contracted by DPIRD to develop a Pest, Parrot & Cockatoo Strategy. Keen to use AROC's collaboration on corellas as a case study. 13.7.23: A Corella Project Coordinator is yet to be appointed;
Water sustainability	10/05/2021	Workshop on water issues is required to identify local/regional project priorities and opportunities	12/09/2022	EO		19.7.23: Remove from status report and replace with Avon River health & access to funding.

Purpose	Meeting Date	Resolution	Target date for completion	Actioned by	Completion Date	Meeting Commentary
		for local/regional funding.				
Road clearing permits and pre-funding for road projects.	08/05/2023	That AROC submit a motion to the WALGA Avon Zone meeting to advocate for specific changes to the native vegetation clearing permit system.	23/06/2023	C Linnell Cr Haywood Cr Smythe	22 June	17.7.23: Cr Haywood spoke to the motion at the Avon Zone meeting on 23 June and it was recommended to State Council for action.
Housing shortage	16/05/2022	AROC to advocate to relevant Ministers and Shadow Ministers (Housing & Local Government) to address a critical shortage of housing in the Avon Region.	Ongoing	EO	Ongoing	1.7.23: Sean provided an overview of discussions with Alex Mackenzie (WDC) and advocated for AROC to support RDA Wheatbelt's advocacy actions to the Federal Government, citing the need for a Roads to Recovery type funding program between the Federal and Local Governments to support housing projects.

AVON REGIONAL ORGANISATION OF COUNCILS
Statement of Comprehensive Income

Administered by Shire of Northam

	01.07.2022									
	30.06.2023	2022	2021	2020	2019	2018	2017	2016	2015	
Brought Forward		\$ 178,061	161,314	189,822	165,490	139,323	118,752	95,655	101,543	134,108
Revenue										
Member Contributions	25,000	25,000	25,000	30,000	30,000	49,625	30,000	30,000	30,000	
Fees & Charges								5,391	2,459	
Interest Earnings	2,882	247	630	1,832	3,667	-	-	1,914	2,299	
Other Revenue						7,900				
Total Revenue	27,882	25,247	25,630	31,832	33,667	57,525	30,000	37,305	34,759	
Expenses										
Insurance								846	1,158	
Recreation Plan						5,000				
Equipment Expenditure	2,960							5,897	3,081	
Shire of Toodyay Administration	15,000			7,500	7,500	7,500	7,500	7,500	7,500	
Corella Population Management	27,000	3,000								
WB Infrastructure Conway Highbury									12,000	
WB Infrastructure refund to WDC									17,273	
Localise Aged Friendly Audit									26,312	
Strategic Waste Management Plan									28,950	
Travel	100									
Mobile Phone	580									
Training						7,900				
Capacity and capability assessment			5,500	22,500						
Executive Office Wages	16,796									
Executive Office Super	2,506									
Other Expenditure Exit Dowerin			31,637		16,554					
Total Expenditure	64,941	8,500	54,137	7,500	7,500	36,954	7,500	43,193	67,324	
Net Result	(37,060)	16,747	(28,507)	24,332	26,167	20,571	22,500	(5,888)	(32,565)	
Accumulated Funds on hand		141,001	178,061	161,314	189,822	165,490	139,323	118,752	95,655	101,543
30.06.2023										
Represented by Bankwest Muni Account		141,001								



(Incorporating Complete Sports Marketing Pty Ltd)

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25th May 2023

Avon Regional Organisation of Councils
C/O Shire of Toodyay Council
15 Fiennes St
Toodyay 6566

David,

Re: Renewal of agreement between Avon Regional Organisation of Councils (Council) and Sports Marketing Australia (SMA) to engage in the Events Placement Program

The purpose of this letter is to set out a proposal for continuing to provide services to you as follows:

1. Services to be provided by SMA	<p>1.1 Secure Events.</p> <p>SMA will endeavour to secure commitments from sporting, arts, and cultural organisations to host events in your local government areas.</p>
2. Fees to be charged by SMA	<p>2.1 For securing events for your region, a fee would be payable upon completion of the relevant event as follows:</p> <p>2.1.1 For events with less than 500 participants - \$2,450.00 plus GST</p> <p>2.1.2 For events with between 501 and 1,500 participants - \$2,950.00 plus GST</p> <p>2.1.3 For events which attract free to air TV coverage (either live or highlights package minimum ½ hour specific to the event) - \$2,200.00 plus GST (in addition to the payment detailed in clauses 2.1.1, 2.1.2 and 2.1.3 above).</p> <p>2.1.4 For events which attract pay TV coverage (either live or highlights package minimum ½ hour specific to the event) - \$1,100.00 plus GST (in addition to the fees outlined in clauses 2.1.1, 2.1.2 and 2.1.3 above).</p> <p>If an event is cancelled or postponed by an event owner or Council due to force majeure factors, or other factors outside the event owner or Council's control, Council will pay 50% of the relevant SMA fee outlined in clause 2.1.1, 2.1.2 or 2.1.3 when the event was scheduled to have taken place.</p>

	<p>2.2 Subject to clause 2.3, please note that all events that are currently held in your local government area, and were not placed there by SMA, do not attract any of the fees set out above. All other events that SMA has directly been involved in securing will attract the fees set out above.</p> <p>2.3 If SMA is required to renegotiate the terms for an event currently held in your region, SMA will be entitled to the fees set out in clause 2.1.</p> <p>2.4 Trailing Fee – SMA will be entitled to a trailing fee in respect of events that attracted the fees set out in clause 2.1 whilst ever those events continue to be held in your local government area under a contract negotiated by SMA. For clarity, the intent of this clause would be relevant if SMA were in the last year of the term, SMA identifies a desirable event for the region and Council accepts the event under a 5-year agreement. If Council for whatever reason does not renew its contract with SMA, SMA will be paid its fee until the agreement that it negotiated with the event owner on behalf of Council expires.</p>
3. Council's obligations	<p>3.1 Council is not obliged to accept any event proposed by SMA. No fee is payable if council rejects an event for any reason whatsoever.</p> <p>3.2 Council must provide such information and assistance as is reasonably required by SMA to enable SMA to carry out the services that are to be provided by them to Council under this agreement.</p> <p>3.3 Council must work in good faith with SMA in endeavouring to secure appropriate events for the local government area that Council is responsible for.</p> <p>3.4 Without limiting clause 3.3, Council must not during the Term, except through SMA or with SMA's consent, deal directly or indirectly with organisations introduced to Council by SMA ("Relevant Third Parties").</p>
4. What SMA is not responsible for	<p>4.1 SMA will not host, organise or co-ordinate an event once the commitment has been made for that event to be held in your local government area.</p> <p>4.2 It will be the responsibility of the event owner in consultation with the local affiliated organisation and your council to host and co-ordinate the event.</p>
5. Term	<p>3 years commencing on the date that council signs this letter.</p> <p>A party can terminate this agreement by a written notice to the other party if that other party has breached an obligation under this agreement and has failed to remedy that breach within a reasonable time of written notice to do so. Any termination of this agreement shall not affect any rights in connection with the agreement prior to the date of termination.</p>
6. Further steps	<p>6.1 If requested by a party, then the other party must at its own expense do everything reasonably necessary or desirable to:</p> <p>6.1.1 give effect to this agreement and give effect to the transactions contemplated by this agreement; and</p> <p>6.1.2 Cause relevant third parties to give effect to this agreement and the transactions contemplated by it.</p>
7. GST	All amounts payable under this agreement are exclusive of GST. If GST is levied or imposed on or in respect of any supply under this agreement then the GST is payable

	by the recipient to the supplier at the rate levied or imposed, in addition to the consideration payable under this agreement.
8. Whole Agreement	This agreement constitutes the whole agreement between the parties to the exclusion of all other agreements, representations, or warranties.

If the terms of this proposal are acceptable to you, please have an appropriately authorised officer sign the foot of this letter to form the agreement between SMA and your Council.

We look forward to working with you.

Yours faithfully

Jason Sleeman

For Sports Marketing Australia Pty Limited

Avon Regional Organisation of Councils accepts the terms of the proposal set out above and intends to be legally bound by the agreement on and from the date of execution.

.....
Signature (for and on behalf of Councils)

.....
Name of appropriately authorised officer (who warrants that they have the power to bind Councils on the terms of this letter)

.....
Date