



Avon Regional Organisation of Councils

AROC Governance Group Meeting

16 May 2022

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 blue ink, appearing to read 'Suzie Haslehurst', is written over the printed name.

Suzie Haslehurst

CHIEF EXECUTIVE OFFICER

AROC Secretariat

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 23 May 2022.


Suzie Haslehurst
CHIEF EXECUTIVE OFFICER

Confirmation

These minutes of meeting were confirmed at a meeting held on 25/07/2022.....

Signed: .....

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 meeting commenced at 9.40am.

1.1. Announcement of Visitors – Nil

1.2. Record of Attendance and Apologies

Cr R Madacsi	Shire President / Chair, Shire of Toodyay
Cr B Ruthven	Deputy Shire President, Shire of Toodyay (Zoom 9.49 am)
Ms S Haslehurst	CEO, Shire of Toodyay
Cr C Antonio	Shire President, Shire of Northam (Zoom)
Cr D Smythe	Shire President, Shire of York (Zoom)
Cr J Chester	Deputy Shire President, Shire of Goomalling
Mr P Bentley	CEO, Shire of Goomalling
Cr P Bantock	Shire President, Shire of Victoria Plains (arrived 9.49am)
Mrs K Murray	Executive Officer, AROC

Apologies

Mr J Whiteaker	CEO, Shire of Northam
Mr C Linnell	CEO, Shire of York
Cr B Haywood	Shire President, Shire of Goomalling
Ms G Teede	CEO, Shire of Victoria Plains

2. MINUTES AND ADDITIONAL INFORMATION

2.1 Confirmation of Minutes

RECOMMENDATION/AROC RES. NO.03/05/22

MOVED Cr Antonio

That the Unconfirmed Minutes of the Avon Regional Organisation of Councils meeting held on 14 March 2022 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:

- President from Shire of Toodyay welcomed Kelly-Anne Murray as the appointed Executive Officer for AROC.

- Water Sustainability
 - President from Shire of Toodyay reported on a visit to Moora water recycling facility; indicated that the cost of a return pipe in Toodyay may be more reasonable than first thought; feasibility study being undertaken, and initiative needs to be put to Council.
 - Shire of Northam – progressing planning for recycled water facilities and agreements with the Water Corporation.
 - Discussion identified a need to hold a workshop on water issues to identify local and regional priorities and opportunities for local and regional funding.
- Corellas – request for the authors of the report to provide more detailed actions for members to consider at the next AROC meeting.

2.3 Inward / Outward Correspondence

2.3.1 Financial Report (to date)

RECOMMENDATION/AROC RES.NO.04/05/22

MOVED Cr Antonio

That the financial report, as forwarded, be received subject to the date in the accumulated funds on hand being corrected.

MOTION CARRIED

3. OTHER BUSINESS / NEW BUSINESS OF AN URGENT NATURE

3.1 Submissions, presentations or representations from third parties;

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

3.3 Matters raised by individual member local governments for consideration;

3.3.1 Corella Management Report

Members indicated the CEO Shire of Northam was to contact the authors of the report to request more concrete actions for members to consider at the next meeting of AROC.

3.3.2 Determining AROC priorities

Members to identify agreed priorities for actioning via AROC.

Shire President from the Shire of Toodyay identified the potential for cost savings through **shared services** for heavy vehicle maintenance works, building inspectors and surveyors.

CEO, Shire of Toodyay identified a need for advocacy regarding **road clearing permits**.

CEO, Shire of Goomalling identified the cost of permit conditions (not necessarily the cost of obtaining the permit) being a significant issue.

Shire President from the Shire of Victoria Plains gave an example of delays to a road project arising from the permit clearing system, staff changes, and the cost of complying with permit conditions. Current system requires significant costs to be incurred before funding for the road project has been allocated. Need to advocate for staged funding to meet costs of planning before the project can commence.

Members agreed that AROC should advocate for improved processes for road clearing permits and staged access to funding to achieve better coordination and capacities to complete road projects.

Action – *AROC to write to the relevant Ministers and Director Generals to outline and address issues associated with road clearing permits and funding for road projects.*

Shire President from the Shire of Victoria Plains identified a **housing** crisis in the region with no housing available to rent making it more difficult to recruit staff. Need for mix of housing options, fewer traditional four-bedroom, two-bathroom homes and more one- or two-bedroom options. External funding and partnerships are required to deliver more housing.

Shire President from the Shire of Toodyay identified a need for more downsizing options to provide an in between step from large homes to assisted living options.

Shire President from the Shire of Northam mentioned that the CEO Northam is having discussions with Department for Communities Deputy Director General; and that Avon Community Development Foundation has provided some housing.

CEO, Shire of Goomalling identified the construction industry crisis (a shortage of tradespeople and material supply chain issues) as a significant barrier to address housing shortage.

Action - *AROC to advocate to relevant Ministers and Shadow Ministers (Housing & Local Government) to address a critical shortage of housing in the Avon Region.*

CEO, Shire of Toodyay identified other priorities such as carbon footprint analysis and reduction; conversion to electric fleet vehicles; and bushfire brigade training.

Shire President from the Shire of Northam indicated that CEO, Shire of Northam has some results on analysis and reduction of the Shire’s carbon footprint.

In summary, the priorities were identified (in no order) as follows:

- Corella management plan
- Local/regional water sustainability initiatives - identified a need to hold a workshop on water issues to identify local and regional priorities and opportunities for local and regional funding.
- Identify potential for shared services initiatives e.g., heavy vehicle maintenance, building inspectors and surveyors, bushfire brigade training.
- Advocate for improvements to the road clearing permit system and staged funding for road projects.
- Address housing shortage.
- Climate change initiatives e.g., carbon footprint analysis and reduction; conversion to electric fleet vehicles.

4. CONFIRMATION OF NEXT MEETING

The 2022 schedule provided below. Note change of dates.

2022	Officer's Group (CEO) Meetings	Governance Group (President's) Meetings
	9.30am	9.30am
	Zoom Meetings	Council Chambers
JUNE	20/06/2022	
JULY		18/07/2022
AUG	15/08/2022	
SEPT		12/09/2022
OCT	10/10/2022	
NOV		21/11/2022

5. CLOSURE OF MEETING

Cr Madacsi closed the meeting at 10.23am.



AROC Governance Group Meeting

Attachments to Minutes – Monday 16 May 2022

Minutes and Additional Information

2.2 Status Report

2.3 Inward / Outward Correspondence

2.3.1 Financial Report to 30 April 2022

AROC STATUS REPORT
Avon Regional Organisation of Councils

Secretariat
CEO - Shire of Toodyay

Meeting Date	Purpose	Resolution	Target date for completion	Actioned by	Completion Date	Meeting Commentary
16/05/2022	2.1 Confirmation of Minutes	That the Unconfirmed Minutes of the Avon Regional Organisation of Councils meeting held on 14 March 2022 be accepted as a true and correct record.	20/05/2022	EO		Not applicable
8/11/2021	3.3.1 Executive 16/05/2022: EO to collate responses from members to inform letter to Ministers. Officer for AROC	That AROC agrees to appoint an Executive Officer to support the activities and progress of the AROC noting that: <ol style="list-style-type: none"> 1. The costs of the Executive Officer will be covered by the annual contributions paid by member local governments. 2. The Shire of Toodyay will continue to host the AROC on an in-kind basis. 3. The Shire of Northam will continue to administer the finances of AROC on an in-kind basis. 	Mid-January 2022	S Haslehurst CEO Shire of Toodyay	Completed	16.05.22: Executive Officer, Kelly-Anne Murray commenced on 29 April 2022. Contractual arrangements to be resolved.
12/07/2021	Climate Change Initiative & Water Sustainability	AROC CEOs to work together to identify a project we could apply for funding on a regional level.	ASAP	ALL		16.05.22: See reference to Water Sustainability below.

AROC STATUS REPORT
Avon Regional Organisation of Councils

Secretariat
CEO - Shire of Toodyay

Meeting Date	Purpose	Resolution	Target date for completion	Actioned by	Completion Date	Meeting Commentary
10/05/2021	Corella Management	That AROC authorise the CEO Officer Group to expend up to \$30,000 from AROC Funds to have Wheatbelt NRM undertake field work on behalf of the member shires to develop strategies for Corella management.	ASAP	J Whiteaker, CEO, Northam Shire	Completed.	16.05.22: Report has been circulated to members. CEO Northam to request report authors to provide more detailed actions for members to be considered at the next AROC meeting.
10/05/2021	Water Sustainability	Workshop on water issues is required to identify local/regional project priorities and opportunities for local/regional funding.	30/06/2022	EO	tba	
16/05/2022	Road clearing permits and pre-funding for road projects.	AROC to write to the relevant Ministers and Director Generals to outline and address issues associated with road clearing permits and funding for road projects.	30/06/2022	EO	tba	
16/05/2022	Housing shortage	AROC to advocate to relevant Ministers and Shadow Ministers (Housing & Local Government) to address a critical shortage of housing in the Avon Region.	30/06/2022	EO	tba	

AVON REGIONAL ORGANISATION OF COUNCILS

Statement of Comprehensive Income

Administered by Shire of Northam

	01.07.2021							
	30.04.2022	2021	2020	2019	2018	2017	2016	2015
	\$	\$	\$	\$	\$	\$	\$	\$
Brought Forward	161,314	189,822	165,490	139,323	118,752	95,655	101,543	134,108
Revenue								
Member Contributions	25,000	25,000	30,000	30,000	49,625	30,000	30,000	30,000
Fees & Charges							5,391	2,459
Interest Earnings	121	630	1,832	3,667	-	-	1,914	2,299
Other Revenue					7,900		-	-
Total Revenue	25,121	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							5,897	3,081
Shire of Toodyay Administration			7,500	7,500	7,500	7,500	7,500	7,500
Corella Population Management	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	
Training					7,900			
Capacity and capability assessment	5,500	22,500						
Other Expenditure Exit Dowerin		31,637			16,554			
Total Expenditure	8,500	54,137	7,500	7,500	36,954	7,500	43,193	67,324
Net Result	16,621	(28,507)	24,332	26,167	20,571	22,500	(5,888)	(32,565)
Accumulated Funds on hand	177,936	161,314	189,822	165,490	139,323	118,752	95,655	101,543
30.04.2022								
Represented by Bankwest Muni Account	177,936							