



NOTICE OF SPECIAL COUNCIL MEETING

I, Leslee Holmes, President of the Shire of Dandaragan,

1. In accordance with clause 3.3(3) of the Shire of Dandaragan Local Government (Council Meetings) Local Law 2019 have determined that there is a need to meet urgently and the Chief Executive Officer is permitted to give less than the required 72 hours' notice in convening a special meeting of the Council, and;
2. In accordance with regulation 14D(3) of the Local Government (Administration) Regulations 1996 (LG(A)R), I have consulted with the Chief Executive Officer (reg. 14D(4) LG(A)R) and have determined that the an Electronic Special Meeting of Council to be held Wednesday 8 April 2020 at 5:00pm and will be conducted via video Conference.
3. The Special Council Meeting will consider the following urgent business;
 - Awarding Tender RFT02-2020 Cervantes Community Recreation Centre Stage 2 – Cervantes
 - COVID-19 Fiscal Response Package
4. Public access to the meeting will be via the Shire's website – www.dandaragan.wa.gov.au. Members of the public wishing to submit a question for Public Question Time are asked to do so in advance by email to council@dandaragan.wa.gov.au.

A handwritten signature in black ink that reads "Leslee Holmes".

Cr Leslee Holmes

PRESIDENT

Shire of Dandaragan

PO Box 676

JURIEN BAY WA 6516

6 April 2020



SHIRE
of
DANDARAGAN

AGENDA AND BUSINESS PAPERS

for the

SPECIAL COUNCIL MEETING

to be held at the

COUNCIL CHAMBERS, JURIEN BAY

on

WEDNESDAY 8 APRIL 2020

COMMENCING AT 5PM

(THIS DOCUMENT IS AVAILABLE IN LARGER PRINT ON REQUEST)

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 DECLARATION OF OPENING

1.2 DISCLAIMER READING

“No responsibility whatsoever is implied or accepted by the Shire of Dandaragan for any act, omission or statement or intimation occurring during this meeting.

It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council’s decision, which will be provided within fourteen (14) days of this meeting.”

2 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

Members

Councillor L Holmes	(President)
Councillor P Scharf	(Deputy President)
Councillor J Clarke	
Councillor A Eyre	
Councillor W Gibson	
Councillor D Richardson	
Councillor R Rybarczyk	
Councillor D Slyns	
Councillor R Shanhun	

Staff

Mr B Bailey	(Chief Executive Officer)
Mr S Clayton	(Executive Manager Corporate & Community Services)
Mr B Pepper	(Executive Manager Infrastructure)
Mr D Chidlow	(Executive Manager Development Services)
Ms R Headland	(Council Secretary & PA)

Apologies

Approved Leave of Absence

3 PUBLIC QUESTION TIME

4 NOTICES AND ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

5 SHIRE OF DANDARAGAN LOCAL GOVERNMENT (Council Meetings) LOCAL LAW 2019

To facilitate an electronic council meeting certain clauses within the local government (Council Meetings) Local Law 2019 must be suspended.

OFFICERS RECOMMENDATION

That Council suspend the operation of clauses 8.4, 9.3(2), 13.4(1), 13.4(2) and 13.4(4) of the Shire of Dandaragan Local Government (Council Meetings) Local Law 2019 for the duration of this electronic meeting and that these matters be determined at the discretion of the Presiding Member.

6 REPORTS

6.1 TENDER – RFT_02/2020 – CERVANTES COMMUNITY RECREATION CENTRE STAGE 2 – CERVANTES

Location:	Reserve 38428 Cervantes Community Recreation Centre
Applicant:	N/A
Folder Path:	Tenders / 2020 / RFT02
Disclosure of Interest:	None
Date:	3 April 2020
Author:	David Chidlow, Executive Manager Development Services
Senior Officer:	Brent Bailey, Chief Executive Officer

PROPOSAL

Council is requested to award a tender for stage 2 works to the Cervantes Community Recreation Centre (CCRC), Cervantes, following the completion of the public tender process.

BACKGROUND

Following completion of the Stage 1 refurbishment of the Cervantes Community Recreation Centre in 2018, tenders were invited for Stage 2 of the project to consist of the following refurbishments:

- Multi-use room – The former kitchen is to be renovated to become a multi-purpose room.
- Adjacent change-room - The changeroom adjacent to the Multi-purpose room is to have door access from the multi-purpose room and all benches removed and prepared for the installation of new toilet cubicles and fixtures.
- Storeroom - The existing female toilet facility shown on the plan will be demolished to become a new storeroom access from the stadium side of the building to the external carpark side of the existing building.

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- Former male toilet - The former male toilet is to be converted to a gender-neutral facility.
- Former male changeroom – To remain as a changeroom with refurbishment to the room and shower facilities. This includes the existing hot water cylinder cupboard is to be demolished back to a matching floor level and the existing hot water cylinders are to be removed. A set of four new solar hot water heaters to match the existing new cylinders in the recent additions are to be installed in two pairs as shown on the drawing external to the building to supply tempered hot water to the refurbished facilities. The new cylinders are to be housed in security cages similar to the new existing HWS cylinders.

Optional extras

A separate itemised quote was requested for the following works which may or may not be awarded as part of the tender.

- Replace all of the ceiling and ceiling roof support within the extent of the works with similar.
- Replace all skylights within the extent of works and make good.
- Replace all of the metal roof sheets on the roof section where the new skylights are to be installed (image below) for the full length of the roof area using colorbond ultra.
- Render and paint with standard range paints as selected by the CCRC Management Committee on all internal brick walls to ceiling height including passages but excluding the general purpose room.
- Remove all the plinths under existing cabinets. Replace changeroom floor with porcelain or ceramic tiles with nonslip rating with standard range colours as selected by the CCRC Management Committee

Tenders closed on Friday, 27 March 2020 with seven electronic tenders received.

The following contractors submitted a tender within the closing date:

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Tenderer	Compliance	Price	Score	Price (optional works) Excl GST	Total Includes Regional Preference – 10%
	Met compliance criteria Yes/No	Price weighting 40%			
1. Belle	Yes	\$151,173		\$39,466	\$171,575
2. Central West	Yes	\$204,455		\$22,100	\$203,899
3. Coast Edge	No (did not tick last item on list and did not provide requested information)	\$329,909		\$7,727	\$303,873
4. Devlyn	Yes	\$184,120		\$89,048	\$273,168
5. Palace	Yes	\$196,878		\$49,482	\$246,359
6. Riverslea	Yes	\$194,785		\$74,129	\$268,914
7. Stallion	No (did not provide tenders offer form or the required list for 5.2.1, however did provide the information required)	\$216,521		\$87,963	\$274,036

COMMENT

The Contract may be awarded to a sole tenderer who best demonstrates the ability to provide quality products and/or services at a competitive price. The tendered prices were assessed together with qualitative and compliance criteria to determine the most advantageous outcome to the community.

The Shire has adopted a best value for money approach to this Request. This means that, although price is considered, the tender containing the lowest price will not necessarily be accepted, nor will the Tender ranked the highest on the qualitative criteria.

A scoring system was used as part of the assessment of the qualitative criteria. A Tender demonstrating greater satisfaction of each of these criteria will result in a greater score. The aggregate score of each Tender was used as one of the factors in the final assessment of the qualitative criteria and in the overall assessment of value for money.

After assessing all tenders received it was determined that the preferred tender is the one submitted by Central West. Two tenders achieved the same overall top score, being Central West and Palace. Central West is recommended based on being a local provider, lower price submitted both for the quoted price and the operation of the regional price preference policy. The proposed timeframe for construction was also taken into account with Central West quoting 2 months and Palace quoting 5 months construction time. It is therefore recommended that the tender from Central West be accepted. Details of the assessment are provided in the attachments.

CONSULTATION

The tender was advertised in state and regional Newspapers, Social Media and Shire website, as well as directly to builders operating in this region.

The design specification for the tender was completed in consultation with the community and Cervantes Community Recreation Centre Management Committee (with the exception of the chair who removed himself from the consultation process due to a conflict of interest as a prospective tenderer).

STATUTORY ENVIRONMENT

Local Government Act 1995, Section 3.57: Tenders for providing goods or services:

(1) *a local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*

Local Government (Functions and General) Regulations 1996; Part 4 — Provision of goods and services; Division 2 — Tenders for providing goods or services (s3.57) Regulation 11 - 24.

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POLICY IMPLICATIONS

Policy 1.1 C-1PAT01 – Purchasing and Tender

FINANCIAL IMPLICATIONS

Selected tenders recommended are within the budgeted costs.

STRATEGIC IMPLICATIONS

Strategic Community Plan – Envision 2029:

01 – Infrastructure	The Shire will sustain a dynamic infrastructure network responsive to usage demand that attracts and retains residents and business
Priority Outcomes	Our Roles
Our communities contain vibrant, activated public open space and buildings with high levels of utilisation and functionality	To manage and facilitate community assets that are flexible, vibrant, adaptable and enjoyable places to occupy employing the principals of place making and design thinking

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- CONFIDENTIAL - CCRC Tender Evaluation (Doc Id: 152578)
- Plan of the proposed alterations (Doc Id: 150077)

(Marked 6.1.1)

VOTING REQUIREMENT

Absolute Majority

OFFICER RECCOMENDATION

That Council award contract to Central West Building for the refurbishment of the Cervantes Community Recreation Centre – stage 2 as per the tender documentation at the price of \$204,455 (Excl GST) plus optional upgrades \$22,100 (Excl GST).

6.2 COVID-19 FISCAL RESPONSE PACKAGE

Location:	Shire of Dandaragan
Applicant:	Not Applicable
Folder Path:	
Disclosure of Interest:	The author's wife operates a small business which may receive benefit from waived home occupation renewal fees.
Date:	6 April 2020
Author:	Brent Bailey, Chief Executive Officer
Senior Officer:	Not Applicable

PROPOSAL

This item addresses a proposed COVID-19 relief package to assist local residents, businesses and ratepayers where they are impacted financially by the current COVID-19 operating environment.

BACKGROUND

Businesses and residents within Shire of Dandaragan have been impacted by the onset of COVID-19 since January 2020 when the Crayfishing industry was effectively shut down. This led to job losses, business hardship and supply chain interruptions as many boats stopped fishing and there was a significant decline in international visitors, particularly in the tour bus market. To offset some of the local impacts of this shut down the Shire re-prioritised and brought forward approximately \$0.5m in works to support local jobs through the February budget review.

As the prevalence of nationwide impacts of COVID-19 has extended over recent weeks the economic impacts have broadened substantially with many employees, businesses, local community groups and local economic opportunities now experiencing hardship. The Federal and State government have implemented a range of fiscal programs to provide support to those affected including cash payments, rent relief, freeze or waiver of license fees, reductions in electricity costs, tax relief and grants.

On 27 March 2020 the Premier and Minister for Local Government addressed the industry and reinforced the following expectations of Local Government:

- The pace of change in response to COVID-19 requires Councils to make quick decisions
- It is not a business as usual environment and all energy and effort needs to be put into this pandemic
- Prioritise looking after your community's health
- Support your local economies through a range of means such as:
 - Fast track approvals, in particular building and planning approvals.
 - Keeping workforces employed

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- Using Council budgets to stimulate the local economy and create jobs

The Minister also stated that the State Government was unable to support local government financially, given they are committing all their available financial resources to fighting COVID-19.

To supplement the programs available at other levels of Government and to address the Premier's and Minister for Local Government's call to action the following items have been identified by the industry and Shire of Dandaragan staff for Council consideration:

Table 1: Initiatives Proposed to Commence in 2019/2020 Financial Year

1) Rates	<ul style="list-style-type: none"> I. Amend interest rate charged on all overdue rates from 10% to 0% effective immediately. II. Implement payment arrangements on a case by case basis for ratepayers impacted by COVID-19 providing deferral opportunity to end of 2020/2021 financial year.
2) Debtors	<ul style="list-style-type: none"> I. Implement payment arrangements on a case by case basis for debtors impacted by COVID-19 providing a deferral opportunity to end of 2020/2021 financial year.
3) Community Group Loans	<ul style="list-style-type: none"> II. Amend existing community group self-supporting loan agreements to defer any remaining 2020 loan instalments. Make these instalments due at the end of the loan agreement terms.
4) Community Group Building Grants	<ul style="list-style-type: none"> I. Establishment of a \$5,000 Shire facility maintenance and improvement grants program for all community groups with a current peppercorn lease and maintenance responsibility for a Shire building. Utilise the Building Reserve to finance this grants program.
5) Fees and Charges	<ul style="list-style-type: none"> I. Waive food premise licensing fees. II. Waive food premise inspection fees. III. Waive accommodation venue licensing fees. IV. Waive accommodation venue inspection fees. V. Waive planning application fees for small businesses*. VI. Waive building application fees for small businesses*.
6) Caravan Park Leases	<ul style="list-style-type: none"> I. Deferment of any lease instalments due in 2020 until 30th June 2021.
7) Airstrip User Charges	<ul style="list-style-type: none"> I. Waive all landing charges for airport users for the balance of 2019/2020 financial year.

Note: Small businesses as defined by the Australian Tax Office.

Table 2: 2020/2021 Draft Budget Consideration

The following initiatives relate to the forthcoming financial year and will need to be considered within the statutory budget process. This will coincide with a review for the Shire's capacity to provide additional infrastructure and fiscal stimulus measures. It is recommended that Council provide an indication of its alignment to

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key features outlined in the WALGA State Council item addressing the COVID-19 response.

1) Rates	<p>I. 0% rate yield increase. (Note – The annual UV revaluation will still be applied redistributing UV rates however no increase forecast).</p> <p>II. Set interest rate charged on all overdue rates at 0%.</p> <p>III. Set interest rates on instalment plans at 0%.</p> <p>IV. Set instalment administration fees at \$0.</p>
2) Fees and Charges	I. No increase in fees and charges where they are set by Council rather than independent statutory bodies – e.g. Department of Planning, Lands and Heritage.

COMMENT

The following table provides an overview of the approximate financial impact of each measure, some of which will affect the identified 2019/2020 surplus of \$136,039 advised in the February budget review. These financial impacts will also be modelled through the draft budget process and may require some aspects of the Shire's service delivery outcomes to be scaled back to meet cost saving requirements.

Item	Projected Financial Impact	Deferral / Loss of Income
2019/2020 Rates Deferment / Payment Arrangements	<p>@ 25% take-up - \$91,250 @ 50% take-up - \$182,500 @ 75% take-up - \$273,750</p> <p>It should be noted that approximately \$83,000 of the total \$365,000 current outstanding rates are either small balances or already in payment arrangements.</p>	Deferral until 2021
Penalty Interest Freeze	\$33,750 projected if in place for 15 months	Loss of Income
Deferment of Self-Supporting Loan Payments	Approximately \$31,000.	Impacts 2019/2020 and 2020/2021 budgets. Deferments extend cash receipts to 2026/2027 financial year.
Community Building Grants	Approximately \$100,000 forecast if fully subscribed	New expenditure which may be funded from Building Reserve
Building, Health and Planning permit or inspection fees	Approximately \$2,000 estimated based on 2018/2019 actual	Los of Income
2020 Caravan Park Remaining Lease Payments Deferral / Payment Arrangements	Approximately \$100,000 proposed for deferral.	Deferral until 30 th June 2021
Airport User Charges	Uncertain due to primary user being impacted by COVID-19	Loss of Income

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	shutdown. Estimated <\$2,500.	
2020/2021 Rates Freeze	@ 1% increase - \$63,000 @ 2% increase - \$126,000	Loss of Income
2020/2021 Instalment Admin Fee and Simple Interest charges	Approximately \$35,500 based on 2019/2020 budget figures.	Loss of Income
2020/2021 Fees and Charges Freeze	This factor is best modelled through the budget process as the majority of fees and charges implemented relate to waste management which is calculated for cost recovery. Excluding waste management the cost of not increasing fees and charges is estimated @ \$15,000 per 1% increase.	Loss of Income

It should be noted that aspects of the above relief package interface with existing delegations (e.g. making arrangements for the payment of rates) however to represent the totality of the Shire commitment, all currently identified features of the proposed relief package have been included.

CONSULTATION
WALGA

The minutes of the WALGA Special Meeting to address the COVID-19 response have been provided as an attachment. A number of their recommendations have already been implemented at an operational level. The officer's recommendation addresses additional items which require a Council decision.

STATUTORY ENVIRONMENT
Local Government Act 1995

Section 6.12. Power to defer, grant discounts, waive or write off debts

- 1) Subject to subsection (2) and any other written law, a local government may
 - a. when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - b. waive or grant concessions in relation to any amount of money; or
 - c. write off any amount of money, which is owed to the local government.

***Absolute majority required.**

AGENDA FOR SPECIAL COUNCIL MEETING TO BE HELD WEDNESDAY 8 APRIL 2020

POLICY IMPLICATIONS

Amendments to the Community Grants Policy may be recommended to Council at a future date to finalise arrangements for the Community Building Grants scheme if supported.

FINANCIAL IMPLICATIONS

Financial implications of this item have been addressed in the officer's comment above.

STRATEGIC IMPLICATIONS

This item functions to provide a range of support mechanisms to local business and ratepayers and address a State of Emergency declaration. Accordingly it has relevance broadly to the ongoing delivery of the Shire's Community Strategic Plan.

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- WALGA State Council Minutes addressing COVID-19. (Doc Id: 152207)

(Marked 6.2)

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council:

- 1) Endorse and authorise the Chief Executive Officer to implement the following COVID-19 relief package applicable to the remainder of the 2019/2020 financial year:**

1) Rates	<ol style="list-style-type: none"> I. Amend the interest rate charged on all overdue rates from 10% to 0% effective immediately. II. Implement payment arrangements on a case by case basis for ratepayers impacted by COVID-19, providing deferral opportunity to end of 2020/2021 financial year.
2) Debtors	<ol style="list-style-type: none"> I. Implement payment arrangements on a case by case basis for debtors impacted by COVID-19, providing a deferral opportunity to end of 2020/2021 financial year.
3) Community Group Loans	<ol style="list-style-type: none"> I. Amend existing community group self-supporting loan agreements to defer any remaining 2020 loan instalments. Make these instalments due at the end of the loan agreement terms.
4) Community Group Building Grants	<ol style="list-style-type: none"> I. Establishment of a \$5,000 Shire facility maintenance and improvement grants program for all community groups with a current peppercorn lease and maintenance responsibility for a Shire building. Utilise the Building Reserve to finance this grants program.
5) Fees and Charges	<ol style="list-style-type: none"> I. Waive food premise licensing fees. II. Waive food premise inspection fees.

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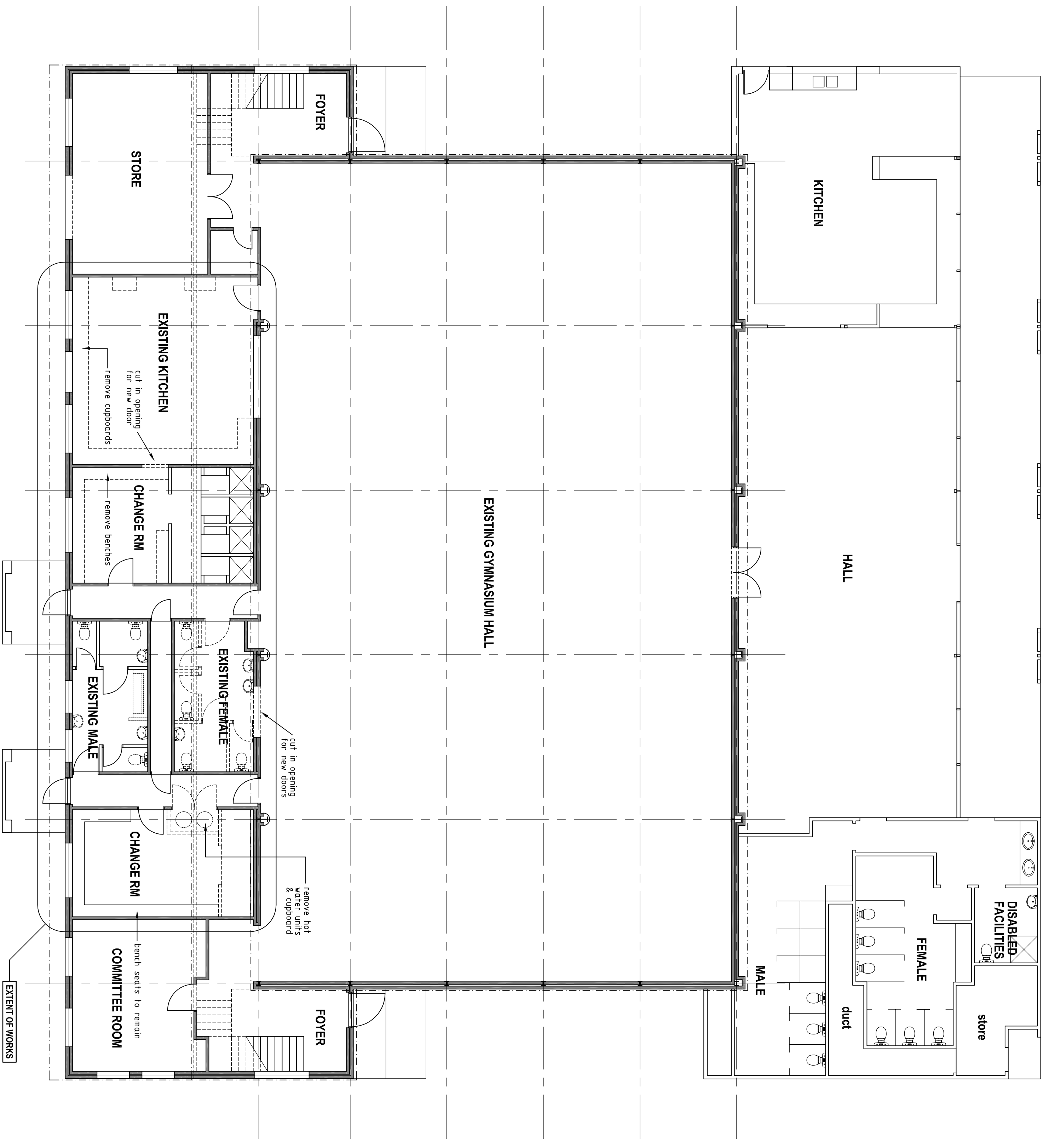
		III. Waive accommodation venue licensing fees. IV. Waive accommodation venue inspection fees. V. Waive planning application fees for small businesses*. VI. Waive building application fees for small businesses*.
6) Caravan Leases	Park	I. Deferment of any lease instalments due in 2020 until 30 th June 2021.
7) Airstrip Charges	User	I. Waive all landing charges for airport users for the balance of 2019/2020 financial year.

2) Endorse the following parameters for consideration in the development of the 2020/2021 Draft Budget:

1) Rates	I. 0% rate yield increase. (Note – The annual UV revaluation will still be applied redistributing UV rates however no increase forecast). II. Set the interest rate charged on all overdue rates at 0%. III. Set the interest rate on instalment plans at 0%. IV. Set instalment administration fees at \$0.
2) Fees and Charges	I. No increase in fees and charges where they are set by Council rather than independent statutory bodies – e.g. Department of Planning, Lands and Heritage.

7 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

8 CLOSURE OF MEETING



DEMOLITION PLAN
1:100

1. REMOVE ALL EXISTING PLUMBING FIXTURES (TOILETS, HAND BASINS, SINKS, URINALS, TAPS, SHR. OUTLETS) FLOOR TILING, WALL TILING, DOOR HARDWARE, LIGHTS/FITTINGS & SUSPENDED CEILING PANELS IN PREPARATION FOR REPLACEMENT.
2. ALL BRICK WALLS, DOOR FRAMES, DOORS & WINDOWS TO REMAIN.
3. REMOVE GAS SUPPLY TO FIXTURES AS REQUIRED.

Gary Marocchi
Chartered Professional Engineer
Membership No. 220978
The Institution of Engineers, Australia

MAROCCHI
engineering group
Suite 3, 158 Newcastle Street, Perth W.A. 6000
Tel. (08) 9328 5700
JOB NO. 2020 - 054

OLYMPIC DESIGN & DRAFTING		PROJECT:	
13 WHITE GUM RD., BYRD RD VA 6122 TEL: 9536 2776, Mob: 0488 265 243		RE-FURNISHMENT WORKS AT THE CERVANTRES COMMUNITY RECREATION CENTRE, ARAGON STREET, CERVANTES	
DRAWN: Ren Ekeboom	DATE: FEBRUARY 2020	DWG No:	19-CRC-A1
SCALE: 1 : 100	SHEET: 1	REVISION:	3



Special State Council Meeting

Minutes

27 March 2020

NOTICE OF MEETING

Special Meeting of the Western Australian Local Government Association State Council was held via video / teleconference on Friday 27 March 2020. The meeting commenced at 4:33pm.

1. ATTENDANCE, APOLOGIES & ANNOUNCEMENTS

1.1 Attendance

Members	President of WALGA, Chair Deputy President of WALGA, Northern Country Zone Avon-Midland Country Zone Central Country Zone Central Metropolitan Zone Central Metropolitan Zone East Metropolitan Zone East Metropolitan Zone Goldfields Esperance Country Zone Gascoyne Country Zone Great Eastern Country Zone Great Southern Country Zone Kimberley Country Zone Murchison Country Zone North Metropolitan Zone North Metropolitan Zone North Metropolitan Zone Peel Country Zone Pilbara Country Zone South East Metropolitan Zone South East Metropolitan Zone South Metropolitan Zone South Metropolitan Zone South Metropolitan Zone South West Country Zone	Mayor Tracey Roberts JP - In Person President Cr Karen Chappel JP President Cr Ken Seymour President Cr Phillip Blight Cr Jenna Ledgerwood Cr Paul Kelly Cr Catherine Ehrhardt Cr Cate McCullough President Cr Malcolm Cullen President Cr Cheryl Cowell President Cr Stephen Strange Cr Ronnie Fleay Cr Chris Mitchell JP Cr Les Price Mayor Mark Irwin Cr Frank Cvitan – Deputy – In Person Cr Russ Fishwick JP President Cr Michelle Rich Mayor Peter Long Cr Julie Brown Mayor Ruth Butterfield Cr Doug Thompson Mayor Carol Adams OAM Mayor Logan Howlett JP President Cr Tony Dean
Ex Officio	Chair Commissioner, City of Perth Local Government Professionals WA Deputy	Mr Andrew Hammond Ms Annie Riordan
Secretariat	Chief Executive Officer EM Strategy, Policy & Planning EM Governance & Organisational Services EM Commercial & Communications EM Infrastructure Manager Strategy & Association Governance Manager, Environment Policy Manager, Emergency Management Economics Policy Manager Manager Governance Executive Officer Governance	Mr Nick Sloan - In Person Mr Mark Batty - In Person Mr Tony Brown - In Person Mr Zac Donovan - In Person Mr Ian Duncan - In Person Mr Tim Lane - In Person Nicole Matthews - In Person Melissa Pexton - In Person Nebojsa Franich - In Person Mr James McGovern – In Person Ms Margaret Degebrodt - In Person
1.2 Apologies	Local Government Professionals WA	Mr Jamie Parry

ORDER OF PROCEEDINGS

1. The Chair declared the meeting open at 4:33pm.
- **Acknowledgement of Country**
The Chair acknowledged the Whadjuk Nyoongar people who are the Traditional Custodians of the land we met on today and paid respects to their Elders past, present and future.
- The Chair welcomed all State Councillors and WALGA Secretariat
- Welcome also to:
 - Cr Frank Cvitan, Deputy North Metropolitan Zone
 - Ms Annie Riordan, Deputy President, Local Government Professionals WA

APOLOGIES

Mr Jamie Parry, Local Government Professionals WA

2.1 DECLARATIONS OF INTEREST

Pursuant to our Code of Conduct, State Councillors must declare to the Chair any potential conflict of interest they have in a matter before State Council as soon as they become aware of it.

Nil

2.2 ANNOUNCEMENTS

WALGA Chief Executive Officer – Presentation

Mr Nick Sloan addressed the meeting.

3. MATTER FOR DECISION

- 3.1 Local Government Sector's Response to the COVID-19 Pandemic.

4. CLOSURE

3. MATTER FOR DECISION

3.1 Local Government Sector's Response to the COVID-19 Pandemic

By Nick Sloan, Chief Executive Officer

Suspension of Standing Orders

Moved: President Cr Michelle Rich
Seconded: Mayor Logan Howlett

That the State Council Standing Orders be suspended.

RESOLUTION 40.1/2020

CARRIED

Discussion held.

President Cr Stephen Strange left the meeting at 5:33pm and did not return.

Resumption of Standing Orders

Moved: Cr Julie Brown
Seconded: Cr Chris Mitchell

That the State Council Standing Orders be resumed.

RESOLUTION 41.1/2020

CARRIED

Moved: Cr Paul Kelly
Seconded: Mayor Carol Adams

That WALGA:

- 1. Notes the significant contribution of Local Governments in supporting their communities through the COVID-19 pandemic from a financial, economic, community and social perspective.**
- 2. Requests each Local Government give consideration to the following suite of actions, for Local Governments with the capacity to do so, to provide a coordinated and consistent response to the COVID-19 pandemic:**
 - a. Consider not increasing rates for the 2020-21 financial year**
 - b. Adoption of the WALGA template rates hardship policy by Local Governments that do not currently have a policy**
 - c. Consider rate relief options to support small businesses affected by the COVID-19 pandemic**
 - d. Review fees and charges considering whether fees can be reduced, waived or deferred during the COVID-19 pandemic**

- e. **Bring forward capital works and infrastructure spending with aggressive application of reserves and borrowing**
 - f. **Prioritise Local Government spending with businesses and contractors located within the Local Government**
 - g. **Implement business friendly payment terms to support business cash flow**
 - h. **Consider supporting Community sporting and cultural groups by either establishing grant programs or waiving fees and charges**
 - i. **Redeploy staff affected by facility closures to tasks that support the community**
3. **Notes the State Government is urgently drafting legislative and regulatory amendments to support the actions outlined in point 2 above**
4. **Notes the advocacy for the following:**
- a. **An increase in Local Government borrowing capacity beyond current Western Australian Treasury Corporation borrowing limits**
 - b. **Suspension of the Western Australian Treasury Corporation's borrowing guarantee charge of 0.7 percent on top of the loan interest rate for the 2020-2021 financial year**
 - c. **No increase to street lighting and utility tariffs in 2020-2021**
 - d. **Deferral of revaluations for the 2020-2021 financial year**
 - e. **Request the Office of the Auditor General to cease performance audits for the 2020-2021 financial year**
 - f. **Freezing of the waste levy for the 2020-2021 financial year**

RESOLUTION 42.1/2020

CARRIED

President Cr Phillip Blight requested that his opposition to the resolution be recorded.

Executive Summary

- The world that we know and understand has changed dramatically with the COVID-19 virus spreading through our community at an unprecedented rate.
- A National Cabinet has been established to coordinate the national response and the Western Australian community is now looking to Local Government to show leadership and support.
- Anything short of an ambitious and courageous response from the sector and its leadership will have dire implications for the health, social and economic future of our State.

Attachments

- Letter from the WA Premier to WALGA President, Mayor Tracey Roberts, dated 17 March 2020 – attachment 1, via link below:

<https://walga.asn.au/getattachment/News,-Events-and-Publications/Media/COVID-19/Premier-Correspondence-17-March.pdf?lang=en-AU>

- Letter from WALGA President, Mayor Tracey Roberts, to the WA Premier dated 23 March 2020 – attachment 2.
- Letter from WALGA President, Mayor Tracey Roberts, to Local Government Mayors and Presidents dated 23 March 2020 – attachment 3.
- List of proposed Legislative and Regulatory Amendments – attachment 4.

Background

The Premier wrote to WALGA President, Mayor Tracey Roberts, on 17 March 2020, requesting that all Local Governments freeze rates fees and charges, in order to provide much needed financial support to households and businesses during the COVID-19 crisis. WALGA President, Mayor Tracey Roberts, replied to the Premier on 23 March 2020 and informed him that:

- The Local Government sector is acutely aware of the added financial pressure and uncertainty facing households, small businesses and the self-employed as a result of COVID-19.
- In order to realise a net zero rates, fees and charges increase, the sector needs support from the State Government in relation to a range of financial, regulatory and governance considerations.

On 23 March 2020, WALGA President, Mayor Tracey Roberts, wrote to all Councils and informed them of the above correspondence.

On 24 March 2020, a State and Local Government Partnership Agreement meeting was held. At this meeting, the Premier informed attendees that the COVID-19 situation had escalated, with expectations that the economic impact would be without precedent. The Premier urged the sector to consider the immediate implementation of any initiatives that would provide relief and economic stimulus for local economies, including the provision of financial support and relief to households and businesses,

Priority regulatory and legislative amendments to give effect to freeing up sector capacity has been tested informally with a working group of Local Government CEOs. The State Government has indicated that these changes will be given legislative priority (see attachment).

Comment

Initially, the economic impacts of COVID-19 were expected to be restricted to the sectors that relied on exports and imports from Asia. This primarily included the education, tourism, hospitality and construction sectors.

Over the past days and weeks, however, it has become an accepted view that the economic impacts of COVID-19 on the Australian and Western Australian economies will be severe. This is primarily due to the social distancing and business operating restrictions imposed by the Commonwealth Government, and uncertainty surrounding how long these restrictions will be in place. In addition, there is an expectation that further restrictions will be imposed, and the majority of businesses and schools will have to close their doors. This is weighing considerably on economic expectations.

Forecasts that aim to predict the extent of the economic impact of COVID-19 are constantly changing due the fluid nature of this event. This includes the extreme speed at which cases of COVID-19 transmission are occurring in Australia and the uncertain nature of any future Government response.

The most recent forecasts from Westpac expect job losses of over 800,000 across Australia by June and an unemployment rate of over 11% at this time. It is noted that only one week ago, the forecast from Westpac was that the unemployment rate would peak at 7%. The significant worsening of these forecasts were a result of widespread shutdowns announced by the Government.

The Bankwest Curtin Economics Centre has forecast similar job losses to Westpac in the immediate term, but expects the national unemployment rate will reach 12.7% in May 2021. This would mean

an additional one million people will be unemployed across Australia as a result of COVID-19. In WA, job losses of more than 100,000 are expected in the immediate term.

When travel restrictions and shutdowns eventually ease, the economy will rebound. It will, however, take a significant amount of time for the hundreds and thousands of people who lost their jobs due to COVID-19 to gain employment once again.

Although the Commonwealth and WA Governments have already announced economic stimulus measures, their ability to deliver future necessary stimulus will be compromised by their record levels of debt.

Given the unprecedented circumstances, there is a critical need for the Local Government sector to supplement the economic stimulus packages provided by the State and Federal Governments. In the immediate term, this is in the form of local level economic relief and support that focuses on:

- Ensuring that all Local Government employees maintain their employment;
- Providing financial relief and cash flow support to households and businesses;
- Making it easier for businesses to instill necessary changes to their operating models;
- Supporting local businesses and suppliers through additional spending; and
- Maintaining household and business confidence in the community.

A coordinated and widespread introduction of initiatives will demonstrate significant leadership from the sector. It will also demonstrate the Local Government sector's commitment to work together and do everything in its capacity to support local households and business during these highly uncertain times.

To assist the sector in undertaking the above initiatives, WALGA is looking at what it can do to ease financial pressure on members. A number of regulatory reforms are being progressed, and discussions with the Valuer General and Office of the Auditor General on matters critical to the sector are advanced. Furthermore, a special meeting of the LGIS Board will be held shortly with the goal of finalising a strategy to re-assign funds held in reserve to provide immediate financial relief for member councils in their 2020-21 contributions.

4 CLOSURE

There being no further business the Chair declared the meeting closed at 6:50pm.

DECLARATION

These minutes were confirmed at the meeting held on _____

Signed: Mayor Tracey Roberts

Person presiding at the meeting at which these minutes were confirmed

Attachment 2 – Letter to Premier from WALGA President.

23 March 2020

Hon. Mark McGowan MLA
Premier; Minister for Public Sector Management;
State Development, Jobs and Trade; Federal-State Relations
1 Parliament Place
West Perth
Western Australia 6005

e-mail: WA-Government@dpc.wa.gov.au

Dear Premier

State and Local Government response to COVID-19

Thank you for your correspondence dated 17 March 2019 regarding COVID-19.

The Local Government sector is acutely aware of the added financial pressure and uncertainty facing households, small businesses and the self-employed as a result of COVID-19.

I have written to all Councils advising of your request for their support and action to unilaterally freeze all Local Government Household Rates, Fees and Charges in 2020-21.

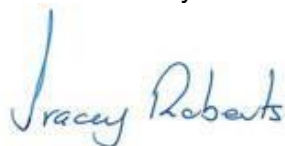
Many Councils are already demonstrating strong leadership and support for your initiative. However, in order to realise a net zero increase, we will need support from the State Government in relation to a range of financial, regulatory and governance considerations that need taking into account in complying with the request. Areas requiring resolution include, but are not limited to, the waste levy, electricity and street lighting tariffs and the planned revaluation of Gross Rental Values by the Valuer General in June 2020.

I have briefed the Local Government Minister on these measures, including options we have developed to further boost spending in our communities in the short to medium term. The team at WALGA are working carefully through the detail on these initiatives with your Ministerial colleagues and their agencies.

Please be assured that WALGA will continue to work with the State Government in support of WA's communities and households throughout this period of heightened uncertainty.

I am of the view that close collaboration between our two levels of Government is essential in ensuring that the State is in the best possible position to combat the economic and social impacts of COVID-19.

Yours sincerely



**Mayor Tracey Roberts
President**

Attachment 3 – Letter to all Councils from WALGA President

23/03/2020

Dear _____

COVID-19 and the Premiers request for a Local Government Rate Freeze

I am in receipt of a letter from the Premier requesting support and action to unilaterally freeze all Local Government Household Rates, Fees and Charges in 2020-21 (see attached).

As Local Government we are acutely aware of the negative impact COVID-19 is having on our communities. The added financial pressure and uncertainty facing households, small businesses and self-employers, as well as our individual Councils, is of significant concern.

I have responded to the Premier, advising that Local Government understands the hardship facing many households and local businesses, and are already demonstrating strong leadership.

However, in order to realise a net zero increase, we will need support from the State Government in relation to a range of financial, regulatory and governance considerations that need taking into account in complying with the request. Areas requiring resolution include, but are not limited to, the waste levy, electricity and street lighting tariffs and the planned revaluation of Gross Rental Values by the Valuer General in June 2020.

I can assure you that I, and the team at WALGA are working through these issues with the relevant Government Ministers, Departments and Agencies to have these addressed as expeditiously as possible.

I am of the view that close collaboration between our two levels of Government is essential in ensuring that the whole State is in the best possible position to combat the economic and social impacts of COVID-19. Consideration of a net zero increase to Council rates, fees and charges is an important element in reducing the pressure that our communities are facing.

I look forward to working with you in supporting WA's communities, businesses and households throughout this period of heightened uncertainty.

Should you or your staff require additional information on COVID-19, I refer you to the WALGA website: <https://walga.asn.au/News,-Events-and-Publications/Media/COVID-19>

Yours sincerely



**Mayor Tracey Roberts
President**

Attachment 4. – List of Proposed Legislative and Regulatory Amendments

The WA State Government are proposing the following legislative and regulatory amendments:

- Section 3.12 – Provide LGs the ability to suspend, by resolution, certain parts of a local law during a state of emergency or public health emergency.
- A power for the Minister to defer any election and extend the appointment of any Commissioners, notwithstanding the other provisions in the Act, for the duration of the State of Emergency.
- Power to be provided to Minister to waive requirement for absolute majority decision during a State of Emergency declared under the Emergency Management Act 2005
- All public meetings are suspended during a State of Emergency declared under the Emergency Management Act 2005.
- Where a state of emergency is declared under the Emergency Management Act 2005, all time periods specified in the Act are suspended and recommence after the time specified in the declaration has expired or it is revoked by the Minister.
- Minister (for Local Government) has power to waive requirements for giving public notice during a State of Emergency declared under the Emergency Management Act 2005.
- Purchasing/Tenders – Amendments to Local Government Function & General Regulations as per below;
 - Regulation 11(1) Tender Threshold: Increase the tender threshold to \$250,000 : This will permit Local Governments to extend the use their Purchasing Policy and apply local content provisions more readily to goods and services acquired via verbal and written quotations;
 - Regulation 11(2) Tender Exemptions: Introduce new tender exemption criteria for any goods or services associated with the state of emergency declaration (similar to purchases from expenditure authorised by Mayor / President in an emergency under s. 6.8(1)(c);
 - Regulation 21A(b) Varying a contract for the supply of goods or services: Currently limits renewal or extension of contracts where Regulation 11(2)(j) applies i.e. when renewal/extension clauses in contracts are exhausted. Recommend amending this Regulation to permit contract renewal or extension for an additional 12 months as a consequence of state of emergency, and for any existing contract at the discretion of the Local Government (that is, don't regulate rules such as 'essential services' as this proposal is more about business continuity and supporting existing suppliers esp. local)

WALGA has also requested consideration of the following two issues:

- Developer Contributions - Need ability to utilise Developer contributions funds set aside for emergency use in respect to COVID-19 - This will require an amendment to the Planning and Development Act 2005, Section 154: Money paid in lieu of open space
- Government Grants – Ability for Local Governments who have received Government Grants for projects (State and Commonwealth), for the funds be re-purposed to address COVID-19 issues. For example a LG has been provided grant funds to build a recreation centre, these funds could and the Councils own contribution could be re-purposed under State of Emergency provisions.