



PEEL REGIONAL
LEADERS FORUM

Peel Regional Leaders Forum (Inc) MINUTES

57th General Meeting to be held at City of Mandurah
Thursday 24 August 2023, commencing at 11am

Mayor Rhys Williams welcomed those in attendance and declared the meeting open at 11.17am

1. ATTENDANCE, APOLOGIES AND CONFIRMATION OF PROXIES

Attendance:

Mayor Rhys Williams	Mayor, City of Mandurah (Chair) (Proxy)
Cr Mike Walmsley	President, Shire of Waroona (Deputy Chair) (Proxy)
Cr David Bolt	President, Shire of Murray (Proxy)
Cr Michelle Rich	President, Shire of Serpentine Jarrahdale (Proxy)
Casey Mihovilovich	CEO, City of Mandurah
Jane O'Malley	CEO, Peel-Harvey Catchment Council (Proxy)
Mark Goodlet	CEO, Shire of Waroona
Kathleen Johnson	Deputy Chair, Peel Community Development Group (Proxy)
Andrew Ward	CEO, Peel Development Commission (Observer)
Anika Serer	Executive Director

Apologies:

Dean Unsworth	CEO, Shire of Murray (Secretary)
Nicci Lambert	Chair, Peel Community Development Group
Cr Garry Ventris	President, Shire of Boddington
Caroline Knight	Chair, Peel-Harvey Catchment Council
John Lambrecht	Director, Regional Development Australia Peel
Paul Martin	CEO, Shire of Serpentine Jarrahdale
Julie Burton	CEO, Shire of Boddington

2. CONFIRMATION OF PREVIOUS MINUTES / BUSINESS ARISING – 14 June 2023 [Appendix 1]

Motion:

Moved: Cr Mike Walmsley
Seconded: Mayor Rhys Williams

**That the minutes of the previous meeting held on 14 June 2023 be confirmed.
Carried Unanimously**

3. TREASURER POSITION

Author and Title: Anika Serer, Executive Director
Date of Report: 16 August 2023

Background:

Following the recent retirement of Mark Newman as CEO at the City of Mandurah, the Treasurer role for Peel Regional Leaders Forum has become vacant.

The PRLF Constitution – Section 15.4 provides that when a casual vacancy occurs in a position of an office bearer, the Committee may appoint a member to fill that vacancy until the next annual general meeting.

The Committee is requested to seek nominations and endorse a member to be appointed as Treasurer for the period until the next annual general meeting, proposed to be held on 23 November 2023.

Motion:

Moved: Cr Mike Walmsley
Seconded: Jane O'Malley

That PRLF accepts the nomination of Casey Mihovilovich and appoints her to the role of Treasurer until the next annual general meeting.

Carried Unanimously

4. PEEL REGIONAL WATER SUPPLY INITIATIVE – UPDATE

Author and Title: Anika Serer, Executive Director
Date of Report: 18 August 2023

Background:

The report for the Peel Regional Water Supply Initiative was endorsed at the General Meeting held on 13 April 2023, subject to minor edits. It has now been finalised and distributed via email to members and the stakeholders that contributed to its development.

At the meeting it was agreed to further develop the Executive Summary into an advocacy document, by identifying the looming demand driven gaps by local government area. This would enable short term issues to be prioritised, and supported by high level assessment of their impact (environmental, economic, community values).

Urbaqua was engaged to undertake this work, with FARlane approached to develop the economic assessment. Unfortunately due to capacity constraints, FARlane was not able to allocate the time required until October 2023. Urbis and Marsden Jacobs Associates (MJA) were subsequently approached, with MJA identified as the most appropriate proposal and engaged by Urbaqua.

Urbaqua has extracted the issues outlined in the technical report and summarised by local government area (attached). This will be developed into a short (eg 2 page) snapshot by each LGA outlining:

1. The issues – when/where/quantitative
2. The benefits of solving the issues
3. The cost/impact of not solving the issues (ie do nothing)

MJA has developed a draft water dashboard summary highlighting the economic value of addressing the agriculture, industry and mining water needs to 2051, and further work is now being done by them and Urbaqua for the environment and community components. This work is expected to be completed by 1st September 2023 – unfortunately the time frame has extended slightly from the previous expectation of 1st August due to the need to identify and engage an alternative consultant for the economic assessment component.

Funding Overview:

A budget of \$125,000 was allocated to the initiative, this stage has now been completed at a total cost of \$122,382, with \$2,548 underspend and \$10,000 contingency remaining.

Peel Development Commission and Peel Alliance agreed to commit \$5,000 each at the last General Meeting to the further development of the Executive Summary as outlined above, providing an overall budget of \$12,548 for this work. The proposal from MJA is \$2,000 higher than FARlane’s initial quote which will be allocated to the \$10,000 contingency. A small allocation (\$500-\$1,000) is also expected to be required for printing of the final document.

Supporting Documentation:

Appendix 2: PRWSI Local Government Summaries

Appendix 3: Water Dashboard Summary

Action:

Executive Director to provide a briefing note to members for use in discussions.

PRLF noted the update on the Peel Regional Water Supply Initiative.

5. OPERATIONAL FUNDING PLAN 2023-24 AND 3 YEAR FORECAST

Author and Title: Anika Serer, Executive Director

Date of Report: 16 August 2023

Background:

A draft budget for PRLF’s 2023/24 operations was presented for consideration and feedback at the general meeting held on 14 June 2023. The budget includes forward planning for the following two years to enable PRLF and its members to plan and undertake long term strategies.

As per previous years, a fixed and variable element has been applied to the breakdown of the operational funding, with the variable based on local government population (source: 2021 Census data)

Key aspects of the draft budget:

1. The 3-year forward plan prepared for the last financial year (22/23) forecast a reduction in the operational surplus to \$95,147 by the end of the year; this has been reviewed and will be closer to \$150,000. This has been smoothed over the next three years to reduce a significant increase in Year 3 (under the previous model the closing balance at the end of 2024/25 was expected to be \$556, requiring significant additional funding contributions the following year).
2. The three-year plan now forecasts a depleted closing balance of \$125 by the end of 2025/26;
3. Includes a project budget of \$50,000 per year;

4. The opening balance for 2023/24 includes \$12,600 carryover for the Water Supply Initiative, funded by Peel Alliance and Peel Development Commission;
5. Figures exclude GST.

Proposed contributions from member organisations (please note figures exclude GST):

Year 1 (2023/24)	Population	%	Fixed	Variable	Total
City of Mandurah	90,306	61.65%	\$ 30,000	\$ 56,100	\$ 86,100
Shire of Serpentine Jarrahdale	32,173	21.96%	\$ 30,000	\$ 19,987	\$ 49,987
Shire of Murray	18,068	12.33%	\$ 30,000	\$ 11,224	\$ 41,224
Shire of Waroona	4,234	2.89%	\$ 15,000	\$ 2,630	\$ 17,630
Shire of Boddington	1,705	1.16%	\$ 15,000	\$ 1,059	\$ 16,059
Peel-Harvey Catchment Council			\$ -	\$ 500	\$ 500
Peel Community Development Group			\$ -	\$ -	\$ -
			\$ 120,000	\$91,000.00	\$ 211,500
Year 2 (2024/25)					
City of Mandurah	90,306	61.65%	\$ 32,500	\$ 58,566	\$ 91,066
Shire of Serpentine Jarrahdale	32,173	21.96%	\$ 32,500	\$ 20,865	\$ 53,365
Shire of Murray	18,068	12.33%	\$ 32,500	\$ 11,718	\$ 44,218
Shire of Waroona	4,234	2.89%	\$ 16,250	\$ 2,746	\$ 18,996
Shire of Boddington	1,705	1.16%	\$ 16,250	\$ 1,106	\$ 17,356
Peel-Harvey Catchment Council			\$ -	\$ 500	\$ 500
Peel Community Development Group			\$ -		\$ -
			\$ 130,000	\$95,000.00	\$ 225,500
Year 3 (2025/26)					
City of Mandurah	90,306	61.65%	\$ 33,500	\$ 63,806	\$ 97,306
Shire of Serpentine Jarrahdale	32,173	21.96%	\$ 33,500	\$ 22,732	\$ 56,232
Shire of Murray	18,068	12.33%	\$ 33,500	\$ 12,766	\$ 46,266
Shire of Waroona	4,234	2.89%	\$ 18,250	\$ 2,992	\$ 21,242
Shire of Boddington	1,705	1.16%	\$ 18,250	\$ 1,205	\$ 19,455
Peel-Harvey Catchment Council			\$ -	\$ 500	\$ 500
Peel Community Development Group			\$ -		\$ -
			\$ 137,000	\$103,500.00	\$ 241,000

Supporting Documentation:

Appendix 4: 2023/24 Operational Funding Plan

Motion:**Moved: Cr David Bolt****Seconded: Cr Mike Walmsley**

That PRLF approves the proposed 2023/24 Operational Funding Plan and three-year forecast as attached.

Carried Unanimously

6. PEEL TRAILS COMMITTEE UPDATE

Author and Title: Anika Serer, Executive Director

Date of Report: 18 August 2023

Background:

The following documentation is provided in relation to recent Peel Trails Meetings:

Peel Trails Committee: Minutes 8 June 2023
Agenda 10 August 2023

Peel Trails Technical Group: Minutes 25 May and 27 July 2023

The following items were discussed at the recent Committee meeting for noting (minutes to be provided when available):

1. Peel Trails Technical Group attendance – the Technical Group is key to the implementation of the Trails Strategy and development throughout the region. It was noted that attendance has not been consistent, and members are requested to reconfirm their commitment.
2. A formal review of the Peel Trails Strategy was discussed, and it was agreed to recommend this be considered after December 2026 to enable the \$8m federal funded projects to be completed and evaluated. It was noted that there have been several updated State Strategies since 2019 and these should be considered in conjunction with any decision making or recommendations.

Supporting Documentation:

Appendix 5: Peel Trails Committee Minutes 8 June 2023

Appendix 6: Peel Trails Committee Agenda 10 August 2023

Appendix 7: Peel Trails Technical Group Minutes 25 May and 27 July

Discussion:

Cr Michelle Rich advised that she has been appointed to the Off Road Vehicle Advisory Committee to the Minister for Local Government.

PRLF noted the recent minutes provided by the Peel Trails Committee and Peel Trails Technical Group and request to ensure Officer representation at the Technical Group meetings.

7. REGIONAL PRIORITIES FOR ADVOCACY

Author and Title: Anika Serer, Executive Director
Date of Report: 18 August 2023

Background:

At the General Meeting held on 25 August 2022 the proposed approach to the 2025 State and Federal elections was discussed, and it was noted that Peel Alliance needs to:

1. Determine its advocacy role and plan for it (establish framework) by mid-2023 for the 2025 State and Federal elections; and
2. Commence activity by the end of 2023 (ie publications/media finalised and commence communications)

The Regional Advocacy Principles and Framework document was endorsed at the General Meeting held on 3 March 2023, providing an overarching structure to identify and prioritise initiatives, including level of effort and resources.

Available representatives of the Working Group (Rhys Williams, Mark Goodlet, Dean Unsworth, Paul Martin) met on 6 June to discuss the identification and prioritisation of initiatives for advocacy, with a focus on the 2025 State and Federal elections. It was noted at the planning workshop held in 2021 (facilitated by Craig Salt) that the Alliance is most effective by focusing its resources and capacity on a few significant priorities, and this should be a guiding principle to streamline the process. It was agreed that the *Peel Regional Water Supply Initiative* and *Policy Position Statement: Mining and Extractive Industries* should be the key focus for advocacy, along with ongoing efforts to address eligibility for regional funding rounds (eg Growing Regions) and recognition of regional boundaries.

To support members and maximise value, it is suggested that each organisation has the opportunity to submit up to three significant initiatives which will be allocated two pages in the prospectus. These will have a direct point of contact to the organisation for any queries, and where there is a common theme (eg transport/roads) will be grouped into sections.

To enable the prospectus and schedule of advocacy activities to be finalised by the end of 2023, members were requested to submit their initiative to the Executive Director no later than 31 July.

An update will be provided to the meeting and suggested next steps/timeframes.

Discussion:

- The Executive Director provided an overview of the submissions received to date (tracking sheet to be distributed), and noted that some initiatives still require further details which were being progressed.
- The timeframe for the next Federal Election is between August 2024 and May 2025, with the next State Election on 8 March 2025.
- The expected timeframe for full development of all initiatives from members is December; it was discussed whether a high-level document should be produced now (expected completion October) and then revised when a more comprehensive overview can be provided, and agreed that a single 'complete' document should be the focus to enable quality advocacy.

- The Executive Director will continue to liaise with members to update information as it is developed, with the intent of having a comprehensive advocacy document complete and published in January 2024.
- The Peel-Harvey Catchment Council's proposed initiative 'Restoring the Peel-Harvey Waterways' (formal name pending) was discussed as potentially also being a focus project in the document (along with the regional water supply initiative and mining position policy) as it was identified as the #1 focus in the recent PDC Blueprint Priorities Workshop. This will be explored further as the business case for this is developed.

Actions:

1. Members to provide full details and images for their initiatives to the Executive Director as they are developed, with all information required no later than December 2023.

8. FINANCE REPORT

The Financial Performance Report for the period ended 31 July 2023 was received [Appendix 8]

9. MINING AND EXTRACTIVE INDUSTRIES POLICY POSITION STATEMENT

Author and Title: Anika Serer
Date of Report: 18 August 2023

Background:

An update will be provided on the progress of seeking proposals in relation to the Policy Position Statement activity plan, and other related activity.

Action:

Members noted the update on timing of the proposal from strategic consultants for advocacy activities, which will be provided out of session for consideration.

10. OUTSTANDING ACTIONS REPORT [Appendix 9]

The Outstanding Actions Report was received.

11. GENERAL BUSINESS

RDA Peel: The Executive Director provided an update on behalf of RDA Peel, advising that the Regional Precincts and Partnerships Program is now open for applications. Information regarding funding availability and eligibility will be emailed to members for their consideration.

Shire of Murray: Cr Bolt advised that the Shire has been awarded the national award for Excellence in Economic Development Through Partnerships & Collaboration, at the 2023 National Economic Development Conference in Karratha, for establishing the Food Innovation Precinct Western Australia (FIPWA).

Fairbridge Festival will also be returning in 2024 with a new host location at the Edenvale Precinct in Pinjarra.

Peel Community Development Group: The Peel Away The Mask III (PATM3) Action Plan is being progressed by the group, with Quality of Life Indicators allocated to representatives and six month stakeholder reviews.

Shire of Waroona: Mark Goodlet noted and congratulated the Shires of Murray, Boddington and Waroona for recognition from the Auditor General for their best practice audit efforts. Cr Mike Walmsley advised that the NAB in Waroona is closing, which will result in no exclusive banking facilities in the town. The closest branches will be Bunbury or Mandurah, which will result in a loss of accessibility particularly for older residents and those without transport.

City of Mandurah: The Assertive Outreach program was previously funded by State Government which ceased in June 2023, the City has funded the program to enable it to continue operating. The Government has now confirmed it will fund again from November for the rest of the financial year, at which time it will be reviewed.

The Mandurah Arts Festival is planned to go ahead for a month, starting late October.

The State Government recently announced a proposed ban on wire-trace (shark) fishing on metropolitan beaches which was intended to reach as far south as Dawesville. The City has provided feedback on the proposal requesting it be extended to exclude Tim's Thicket which has been approved. This will mean that Whitehills Beach will be the starting point of wire-trace fishing allowance.

Mayor Rhys Williams acknowledged the upcoming Local Government elections and wished those members that are standing for re-election best wishes.

12. DATE AND TIME OF NEXT MEETING

The Annual General Meeting and 58th General Meeting of the Peel Regional Leaders Forum is proposed to be held at the Shire of Murray on Thursday 23rd November 2023 commencing at 10.00am.

Meeting closed at 12.35pm