



PEEL REGIONAL
LEADERS FORUM

Peel Regional Leaders Forum (Inc) **MINUTES**

44th General Meeting to be held at City of Mandurah

Thursday 27 August 2020, 10am

Mayor Rhys Williams (Chair) welcomed attendees and declared the meeting open at 10.10am

1. ATTENDANCE, APOLOGIES AND CONFIRMATION OF PROXIES

Attendance:

Mayor Rhys Williams
Cr Mike Walmsley
Mark Newman
Cr Michelle Rich
Cr David Bolt
Dean Unsworth
Paul Martin
Cr Caroline Knight
Jane O'Malley
Liz Prescott
Nicci Lambert
Anika Serer

Mayor City of Mandurah (Chair) (Proxy)
President Shire of Waroona (Deputy Chair) (Proxy)
Chief Executive Officer City of Mandurah (Treasurer)
President Shire of Serpentine Jarrahdale (Secretary) (Proxy)
President Shire of Murray (Proxy)
Chief Executive Officer Shire of Murray / Waroona
Chief Executive Officer Shire of Serpentine Jarrahdale
Chair Peel Harvey Catchment Council (Proxy)
Chief Executive Officer Peel-Harvey Catchment Council
Chair Peel Community Development Group (Proxy)
Deputy Chair Peel Community Development Group
Executive Director

Cr Earl Schreiber
Graham Stanley

Deputy President Shire of Boddington (Proxy) from 10.30am
Acting Chief Executive Officer Shire of Boddington from
10.30am

Observers:

Andrew Ward

Chief Executive Officer, Peel Development Commission

Apologies:

Cr Garry Ventris
John Erren
John Lambrecht
Paddi Creevey OAM

President Shire of Boddington
Chair Regional Development Australia Peel
Director Regional Development Australia Peel
Chair Peel Development Commission

2. PRESENTATION

Dr Fiona Valesini from The Nature Conservancy Conservation Team and Matt Hipsey from UWA were invited to provide a presentation on:

- a) ARC Linkage Research Findings: Peel-Harvey Estuary Health
- b) 'Restoring the Peel0Harvey Estuary' Project – Valuing Nature

Unfortunately the presenters were unable to attend and will be rescheduled to a later General Meeting or separate presentation arranged via video conference.

3. CONFIRMATION OF PREVIOUS MINUTES / BUSINESS ARISING – 25 June 2020

[Appendix 1]

Motion:

Moved: Cr Michelle Rich

Seconded: Cr David Bolt

That the minutes of the previous meeting held on 25 June 2020 be confirmed.

Carried Unanimously

4. PEEL REGIONAL LEADERS FORUM BUSINESS PLAN REVIEW

Author and Title: Anika Serer, Executive Director

Date of Report: 20 August 2020

Background:

The Peel Alliance business plan and priorities for 2020/21 were reviewed at the June 2020 General Meeting. Key priorities and activities for the last financial year have included:

1. Equine Industry Competitive and Comparative Analysis
2. Peel Equine Advocacy (in progress)
3. Transport Plan and Information Session
4. Peel Trails Strategy – development of business case and formation of committee
5. Future Peel – 2020 State Funding Requests – publication and advocacy
6. Project Alignment Initiative (developing regional program themes) (in progress)
7. COVID-19 Recovery – Regional Job Creation Framework and development of initiatives/programs (in progress)

Significant events noted for this financial year include:

1. State election March 2021
2. COVID-19 Recovery Programs and Stimulus Funding opportunities
3. Transport Infrastructure Advocacy and engagement
4. Development of regional program packages

Based on feedback received at the June meeting a revised Business Plan and outline of proposed activities has been drafted. Feedback from the CEO Group was sought on the draft, particularly the indicative regional program packages and priorities for 2020/21 as these will require input from members to develop. The proposed programs broadly align with the Peel Regional Investment Blueprint and RDA Peel 'Peel Region Action Plan':

- Environment
- Thriving Industry – Transport Priorities Program, Equine Industry Advocacy, Business Development Areas (eg town centre revitalisation/activation, business hubs)
- Agriculture and Food Innovation – Water
- Tourism Excellence – Regional Trails
- Capable People – Education/Skills/Employment
- Strong and Resilient Communities – Ageing, Health & Wellbeing, PATM3

Supporting Documentation:

Appendix 2: Peel Regional Leaders Forum Business Plan – Revision July 2020

Appendix 3: Peel Regional Leaders Forum Priority Activities 2020-2021

Discussion/Actions:

- The process for development of regional programs was queried, specifically ensuring that included projects/initiatives are well planned and don't risk the success of funding for others. Suggested that the programs be broken up into short/medium/long term priorities so that those that are 'shovel ready' are at the forefront, whilst concepts/ideas that are still

being developed can be introduced as longer term initiatives. *The Executive Director to develop a flow chart with input from CEO Group, outlining how this could be implemented.*

- Noted that the programs should include advocacy and policy – not only projects
- The suggested water focus under ‘Agriculture and Food Innovation’ should be expanded to include an integrated approach to water use and challenges in the region, eg waterway health, supply for reserves/ovals, recycling – *to be expanded in priority list*
- Noted that the Local Government Act Review recommendations include changes to increase regional collaboration across local governments and key stakeholders, any legislation introduced to prescribe this model may impact PRLF however it is not known at this stage.
- The role of PRLF in the program development was queried – will the Executive Director be developing the business cases or is this the requirement of the member organisation? Should the ED focus on one or two of the agreed highest priorities/programs to develop (such as the equine advocacy program)? Explained that it was the intention for members to develop and submit the individual initiatives/projects, the ED can provide support such as Remplan economic modelling and guidance. The ED will then develop the individual submissions into an overarching business case/program – similar to how the equine advocacy program was built.

Motion:

Moved: Cr Mike Walmsley

Seconded: Cr Michelle Rich

That PRLF endorses the proposed Business Plan and Priority Activities Plan for 2020-2021, with the expansion of the ‘water’ program to include all aspects of water use/challenges in the region; and the Executive Director develops a flowchart to inform the development of the regional programs.

Carried Unanimously

5. PEEL REGIONAL TRANSPORT PLAN FUNDING REALLOCATION

Author and Title: Anika Serer, Executive Director

Date of Report: 18 August 2020

Background:

At the General Meeting held on 30 April 2020 it was agreed that:

“\$60,000 funding received from Peel Development Commission toward the development of the Regional Transport Plan is not required for this purpose, and subject to advice to be received on any objectives of the funding sources, considers other proposals to request reallocation.”

Peel Development Commission has been advised of this decision, and has provided a response (Appendix 4) including the following:

“The Commission is prepared to reallocate the existing funding towards the proposed Peel Harvey Economic Analysis (\$50K) and Peel Away the Mask (\$10K) projects, subject to the development of detailed project scopes to the satisfaction of the Commission in consultation with the Alliance and any other relevant project partners. It is also recommended that the lead for the Peel Away the Mask project contact the Commission directly to determine what “in-kind” contributions may be made by the Commission towards the project.”

The reallocation of funding was discussed at the general meeting held on 25 June 2020, and subsequent feedback indicated that \$20,000 should be sought for Peel Away The Mask 3 (PATM3) with an increase in the Peel Alliance and member co-contributions. The table below outlines the revised funding strategy and proposed contributions, noting that an application to Doral for \$5,000 was unsuccessful and \$8,000 still needs to be secured:

Source	Initial Budget Allocation	Revised	Change
Peel Development Commission (Transport Funding Reallocation)	\$10,000	\$20,000	+10,000
Peel Alliance	\$ 8,000	\$16,000	+8,000
City of Mandurah	\$10,000	\$12,000	+2,000
Shire of Serpentine Jarrahdale	\$ 5,000	\$ 6,000	+1,000
Shire of Murray	\$ 4,000	\$ 5,000	+1,000
Shire of Waroona	\$ 2,500	\$ 3,000	+500
Shire of Boddington	\$ 2,500	\$ 3,000	+500
Peel-Harvey Catchment Council		\$ 1,000	+1,000
Alcoa Australia * (not successful)	\$16,000	0	-16,000
Other* (to be identified)	\$16,000	\$ 8,000	-8,000
Total	\$74,000	\$74,000	

The Peel Harvey Economic Analysis is outlined at Project Three in the attached “Restoring the Peel-Harvey Estuary - Project Prospectus”, which summarises four key projects that were developed at a Conservation Action Planning Workshop organised by The Nature Conservancy (TNC) in March 2019.

This project is intended to assess societal values linked to the health of the Peel-Harvey Estuary, then quantify, in economic terms, the ecosystem services that underpin delivery of those values. Evaluating the ‘natural capital’ provided by the Peel-Harvey, as well as the economic impacts if those services are lost due to poor estuary health, will provide a crucial basis for improved decision-making and management strategy development. An example of this type of assessment can be found at: <https://oceanwealth.org/project-areas/australia/>

At the general meeting it was requested that alternative proposals also be investigated for consideration. The Transport Priorities Program (TPP) outlined in the PRLF Business Plan will require the development of robust business cases by members to support their individual initiatives. An informal discussion has been held with Peel Development Commission regarding the application of the remaining \$40,000 Transport Funding to supporting the development of the highest priority initiatives in the program, such as cost-benefit and economic impact assessments, or other gaps that may require consultant input. If this proposal is supported it is proposed to be implemented in accordance with the following guidelines:

1. Members will nominate two initiatives from the TPP (or new initiatives if priorities have changed) and identify the gaps in the business case development for these that require support or consultant/specialist input;
2. The initiatives will be presented to Peel Development Commission for consideration;
3. Members will co-contribute on a 1:1 basis toward the cost of the consultant/work required;
4. Where there is consistency in the business case gaps, eg economic impact analysis, it is suggested that Peel Alliance undertakes the procurement of the consultancy to deliver best value and standardised information.

The alternative proposal will enable PRLF to retain \$40,000 in its budget for projects and other initiatives; and align with the requirement for the full \$60,00 funding to be allocated and expended this financial year.

Supporting Documentation:

Appendix 4: Restoring the Peel-Harvey Estuary – Project Prospectus

Appendix 5: Peel Alliance Transport Priorities Program outline

Discussion/Actions:

- Dr Fiona Valesini and Matt Hipsey were unable to present on The Peel Harvey Economic Analysis ('Valuing Nature') as arranged for the commencement of this meeting; information relating to the overall project budget, funding strategy, scope and timeframe for delivery is required for members to consider the allocation of funding to this;
- Andrew Ward confirmed that \$20,000 is the maximum value that can be reallocated to Peel Away The Mask 3; and the \$60,000 funding needs to be committed this financial year. Peel Development Commission has also offered in-kind support in the form of project management services and research that may be applicable from other projects being undertaken, which may reduce the total funding requirement – ***PCDG to meet with Kristie Tonkin to discuss.***

Motion:

Moved: Caroline Knight
 Seconded: Cr David Bolt

That PRLF:

- 1. Supports the allocation of \$20,000 from the Transport Funding allocation to Peel Away The Mask 3, and revised contributions as outlined in the table;**

And defers a decision on part 2 of the recommendation (below) pending further information on the 'Valuing Nature' project from The Nature Conservancy:

- 2. a) Supports the allocation of \$40,000 to the 'Valuing Nature' project with \$40,000 co-contribution by PRLF; or
 b) Supports the allocation of \$40,000 to the Peel Transport Priorities Program in accordance with the guidelines outlined in this report, noting a 1:1 contribution by members who opt in to the initiative.**

Carried Unanimously

NB Refer to Item 11.1 General Business for further information regarding Peel Away The Mask 3 funding.

6. PROPOSED OPERATING BUDGET 2020/2021 AND THREE YEAR FORECAST

Author and Title: Anika Serer, Executive Director
 Date of Report: 19 August 2020

Background:

A draft budget for PRLF's 2020/21 operations was presented at the general meeting held on 30 April 2020 for consideration and feedback. The budget includes forward planning for three 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, based on local government population (source: Census – noting that this may be subject to change when Census is carried out next year). Key aspects of the proposed budget:

1. Includes a project budget of \$60,000 in the first year to match the 1:1 contribution required for the funding received from Peel Development Commission for the Regional Transport Plan or other agreed initiative. Following years include a \$50,000 project budget.
2. The forecast surplus has enabled a reduction in proposed contributions for 2020/21 compared to last year. The plan reduces the surplus over the next three years from \$116,477 to \$13,357.
3. PRLF is eligible for the ATO's 'Cash Boost' incentive (\$10,000 2019/20 and \$10,000 in 2020/21) which has been applied to the budget.

A summary of the funding plan for the next three years, with a comparison to the 2019/20 contributions is below:

Organisation	2019/20	2020/21	2021/22	2022/23
City of Mandurah	\$ 75,842.94	\$ 73,362.80	\$ 78,342.94	\$ 82,703.05
Shire of Serpentine Jarrahdale	\$ 41,881.80	\$ 41,058.30	\$ 44,381.80	\$ 47,499.42
Shire of Murray	\$ 35,505.43	\$ 34,992.97	\$ 38,005.43	\$ 40,889.78
Shire of Waroona	\$ 15,109.69	\$ 14,982.38	\$ 16,359.69	\$ 17,705.16
Shire of Boddington	\$ 13,660.14	\$ 13,603.55	\$ 14,910.14	\$ 16,202.58
Peel-Harvey Catchment Council	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Peel Community Development Group	\$ -	\$ -	\$ -	\$ -
Total Income	\$182,500.00	\$178,500.00	\$192,500.00	\$205,500.00

Supporting Documentation:

Appendix 6: Detailed operating budget and three-year forecast

Motion:

Moved: Liz Prescott

Seconded: Cr Mike Walmsley

That PRLF endorses the 2020/21 Operating Budget, including member contributions, and notes the proposed three year forecast.

Carried Unanimously

7. NOTING OF MINUTES OF CEO GROUP MEETING – 31 July 2020 [Appendix 7]

The Minutes of the CEO Group Meeting held on 31 July 2020 were noted.

8. FINANCE REPORT

The Peel Regional Leaders Forum Inc T/A Peel Alliance, Statement of Financial Performance for the period ended 31 July 2020 were received.

The Executive Director advised that the organisation's accounting, Ward and Ilsley, are making enquiries with the ATO about the two \$10,000 payments due under the 'Boosting Cashflows for Employers Payments' scheme as these have not been received yet.

9. PEEL TRAILS COMMITTEE MEETING UPDATE

Author and Title: Anika Serer, Executive Director

Date of Report: 19 August 2020

The agenda and attachments for the Peel Trails Committee meeting held on 13 August 2020, and Peel Trails Technical Group (PTTG) meetings held on 14 July and 4 August were noted.

10. OUTSTANDING ACTIONS REPORT [Appendix 10]

The Outstanding Actions Report was reviewed and noted that submissions to the State Election Advocacy Publication are required no later than Monday 31 August.

11. GENERAL BUSINESS

11.1 Peel Away The Mask 3: Liz Prescott advised that PCDG is preparing an Expression of Interest for an appropriate consultant to undertake the work, in order to meet the required timeframe for the project (to coincide with Census 2021 data). Peel Development Commission's offer of assistance with scoping is appreciated and will be accepted; they are aiming to have the document prepared and endorsed by PCDG in September to enable work

to commence early next year. It was noted that PATM3 will be reverting to the scope/requirements of PATM1 which focused on the 5 United Nations Quality of Life (QOL) indicators, and engaging an appropriate consultant with local and sector knowledge will be critical.

The current funding gap of \$8,000 was discussed; Liz is continuing to meet with Alcoa and seek opportunities with other parties such as Ramsay Health. Mark Newman proposed that Peel Alliance should underwrite or commission PCDG to complete the project in accordance with the agreed budget, to enable them to commence works and remove the risk of PCDG being left with a shortfall.

Motion:

Moved: Caroline Knight

Seconded: Cr Michelle Rich

That with regard to Peel Away The Mask 3, PRLF:

1. **Agrees to the revised funding strategy outlined in the table at Item 5;**
2. **Agrees to underwrite the project to the value of the agreed budget (\$74,000) noting that Peel Community Development Group will continue to seek funding for the shortfall of \$8,000;**
3. **The project is shown to be a partnership between Peel Community Development Group, Peel Alliance and Peel Development Commission; and representatives from each organisation will meet to formalise the procurement process and support the progression of the project.**

Carried Unanimously

11.2 City of Mandurah: Mark Newman noted the unemployment data that was recently released by Commsec for the Mandurah region at 18%. The Mandurah region for ABS purposes is the SA4 statistical area including Shire of Murray and Dawesville. Andrew Ward advised that PDC has done some work to analyse the recent data release and will share this with City of Mandurah and Shire of Murray.

11.3 Peel-Harvey Catchment Council: Jane O'Malley advised the PHCC is meeting with representatives of DWER on 1 September to discuss opportunities for employment and restoration works via the State Government's "Green Jobs". Discussions will focus on the \$8 million for an OFFR (offset fund) to enable a bank of offsets to be available to Main Roads, and \$15 million Native Vegetation Rehabilitation Scheme.

The Wirra Hub hosted a pop-up event at the PHCC Shed last week with 22 attendees – the Hub is focused on providing support to Aboriginal and Torres Strait Islanders who want to start or grow their businesses and offer indigenous employment support. Working in conjunction with IMS who have expanded their operations and delivering programs across the state.

11.4 Shire of Murray: Cr David Bolt advised that the Shire will be announcing its Tourism Strategy at the Dwellingup Trail Centre on 15 September at 4pm – all are welcome to attend. Dean Unsworth advised that the Point Grey Scheme Amendment was advertised yesterday, proposing to make 'marina' a prohibited use. At the same time the proponents are going to publish the Activity Plan for the site, which may lead to public confusion with conflicting notices. The ARC Linkage Extension report is due at the end of September which is expected to provide further evidence about the risk of the proposed dredging to the environment.

11.5 Shire of Waroona: Cr Mike Walmsley advised that the Waroona Agricultural Show has been cancelled due to the challenges faced with ongoing COVID19 restrictions.

11.6 Shire of Boddington: Graham Stanley reported that the foreshore project is due for practical completion on 14 September; the contractor has been delayed by ongoing wet weather. Carpark works will be undertaken in October/November when the weather is better.

At this stage the kangaroo structure is on hold, designs are being reviewed before a further decision is made. The Boddington Rodeo and street parade are still proceeding as planned.

12. DATE AND TIME OF NEXT MEETING

The Annual General Meeting and 45th General Meeting of the Peel Regional Leaders Forum is proposed to be held at the Shire of Murray on Thursday, 26 November 2020 commencing at 10 am.

Mayor Rhys Williams thanked the members for their attendance and declared the meeting closed at 11.50am