

Agenda

Ordinary Meeting of Council

To be held in Council Chambers
54 Johnson Street, Bruce Rock
Thursday 17 December 2020
Commencing 3.00pm



Notice of Ordinary Meeting of Council

Dear President and Councillors,

The next Ordinary Meeting of Council will be held on **Thursday 17 December 2020 at 3.00pm** in Council Chambers, at 54 Johnson Street, Bruce Rock.

Please contact the undersigned for any enquiries regarding the Agenda prior to the meeting.

Darren Mollenoyux
CHIEF EXECUTIVE OFFICER

DISCLAIMER

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:

Statements or decisions made at this meeting should not be relied or acted on by an applicant or any other person until they have received written notification from the Shire. Notice of all approvals, including planning and building approvals, will be given to applicants in writing. The Shire of Bruce Rock expressly disclaims liability for any loss or damages suffered by a person who relies or acts on statements or decisions made at a Council or Committee meeting before receiving written notification from the Shire.

The advice and information contained herein is given by and to Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Our Mission

We will achieve our vision by maintaining and enhancing the Bruce Rock lifestyle, increase business and employment opportunities and achieve population growth in an environmentally sustainable way.

Our Values

Respect, Inclusiveness, Fairness and Equality & Communication

SHIRE OF BRUCE ROCK

AGENDA – ORDINARY MEETING 17 DECEMBER 2020

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SHIRE OF BRUCE ROCK

AGENDA – ORDINARY MEETING 19 NOVEMBER 2020

1. Declaration of Opening

2. Record of Attendance/Apologies/Leave of Absence (Previously Approved)

3. Declarations of Interest

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of **financial** interest were made at the Council meeting.

Date	Name	Item No	Reason

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of **Closely Association Person and Impartiality** interest were made at the Council meeting.

Date	Name	Item No	Reason

In accordance with Section 5.60B and 5.65 of the Local Government Act 1995 the following disclosures of **Proximity** interest were made at the Council meeting.

Date	Name	Item No	Reason

4. Response to Previous Public Questions Taken on Notice

5. Public Question Time

6. Petitions/Deputations/Presentations/Submissions

7. Applications for Leave of Absence

8. Announcements by Presiding Member

9. Confirmation of Minutes

Ordinary Meeting of Council held on Thursday 19 November 2020.

Recommendation:

That the minutes of the Ordinary Meeting held Thursday 19 November 2020 be confirmed as a true and correct record.

Audit Committee Meeting held on Thursday 19 November 2020.

Recommendation:

Audit Committee Meeting held Thursday 19 November 2020 be received.

Electors Meeting held on Wednesday 9 December 2020.

Recommendation:

Electors Meeting held on Wednesday 9 December 2020 be received.

Special Council Meeting held on Wednesday 9 December 2020.

Recommendation:

Electors Meeting held on Wednesday 9 December 2020 be confirmed as a true and correct record.

10. Regional Reports

Agenda Reference and Subject:

10.1.1 WALGA Zone Minutes November 2020

File Reference:

1.6.5.1 WALGA Zone Minutes and Agendas

Reporting Officer:

Mr Darren Mollenoyux, Chief Executive Officer

Author:

Mr Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Attachments:

Attachment A – WALGA Zone Meeting Minutes and Presentations

Summary

Council is asked to receive the minutes from the previous WALGA Great Eastern Zone Meeting.

Background

The recent WALGA Great Eastern Zone Meeting was held on the 26th November 2020 at the Merredin Recreation Centre.

Comment

To encourage the improved awareness and promote a better understanding by all Councillors it is recommended that WALGA Zone minutes be read and received by Council.

The following items from the minutes are drawn to Council's attention;

6.3 Telstra Battery Backup

Nick Sloan (WALGA CEO), Joanne Burges (WALGA Intergovernmental Relations and Risk) and Cr Stephen Strange met with Senator Dean Smith and Mark Thompson, Corporate Affairs Manager and Boyd Brown, WA Regional General Manager representing Telstra on Thursday 24 September, 2020.

Telstra acknowledged that issues occur around 'unplanned' outages (as experienced in emergency situations) and that energy providers (Western Power and Horizon Power) should also be at the table to address this issue along with future proofing solutions.

Further, Telstra spoke of the Commonwealth's 'hardening' grant funding program (funded via Mobile Black Spot Funding), at which time we were able to outline some of the limitations of the fund. Acknowledged one of the gaps is between the battery back-up 'going down' and the technician arriving.

Solutions discussed included but were not limited to:

- *Investigating the actual 'cost' and options of a battery backup replacement and maintenance program to ensure longer back-up*
- *Investigating 'local' options and training for technicians*
- *Including Western Power and Horizon Power to seek a collaborative approach to both short term solutions and innovative solutions for the long term e.g. Gen Set/Solar/ Battery combination*

Outcomes of the meeting included:

- *The Senator to write to the Telstra CEO outlining the specific nuances and needs of WA*
- *The Senator will write to the SEMC to encourage this matter as a standing item, suggesting Telstra, Western Power and Horizon Power attendance to seek a collaborative solution*

-
- *The Telstra WA Regional General Manager, Boyd Brown and WALGA CEO, Nick Sloan to meet in the near future to progress solution seeking options for the short, medium and long term*

It was acknowledged that many of the options were currently prohibitive from a cost perspective, although the discussions did identify some options that could be explored further.

Where cost was seen as an issue, it was agreed that this should not limit investigating what is possible and to explore funding options that could be available now and into the future.

Cr Strange updated the Zone on a conversation held with Richard Burnell, Department of Fire and Emergency Services. This issue has been elevated to the State Emergency Movement Committee (SEMC) and Emergency Services. Richard Burnell has requested to present at the next zone meeting.

Main Roads WA Presentation.

Craig Manton from Main Roads gave an update on various matters including

- **Bruce Rock Merredin Road**
Mr Manton advised of current planned works and status, including the Bruce Rock – Merredin Road. Tenders have closed for the widening of the road and are currently in the assessment stage with works planned to commence in January 2021 with estimated completion by April 2021.
- **Final Draft Policy and Criteria SIGNIFICANT LOCAL GOVERNMENT ROADS**
Craig Manton highlighted the current review of Policy and Criteria for Significant Local Government Roads. The following email regarding the review document was received;

The Road Classification Working Group (consisting of representatives from Main Roads and WALGA) has been reviewing the current criteria and policy for determining if a road qualifies for listing in the Regional Strategies for Significant Local Government Roads. Considerable time has been spent formulating the draft to date as well as a large number of roads tested against the criteria by way of sensitivity studies. The identification of significant roads within built up urban areas has also been addressed by adding selective criteria. The Working Group has strived to make the criteria more objective thereby driving a more consistent approach to the selection of significant roads.

Please find attached the Draft to be considered by the Technical Group and the Regional Road Group. Comments to be back to the undersigned by 13th November 2020.

It is proposed that following acceptance and adoption of the Criteria, each Regional Road Group be tasked to form a working group to review all of the roads currently showing on their Roads 2030 list of roads.

To inform the RRG review workshop, Main Roads will issue instructions including a data sheet of all the roads currently depicted in the Roads 2030 documents, along with any additions made through SAC in later years. The final document will be live to enable amendments to be made quickly to each RRG document and be available online.

The deadline for commentary on the Final Draft Policy and Criteria SIGNIFICANT LOCAL GOVERNMENT ROADS has been extended to Friday, 11 December 2020.

This new draft policy is concerning and could have significant impact on local government road networks and access to future funding. It was raised at the Zone as an urgent matter to be addressed and the sector has been strongly encouraged to respond.

Cr Strange attended a subsequent meeting regarding this matter and will provide further update and comment at the Council Meeting.

A full copy of the minutes and supporting documentation is provided as Attachment A.

Consultation Nil

Statutory Implications Nil

Policy Implications Nil

Risk Implications

Risk: That Council does not receive the minutes or object to decisions of the WALGA Great Eastern Zone meeting.

Likelihood	Consequence	Rating
Rare	Insignificant	Low

Action / Strategy

This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Low” risk and will be managed by routine procedure and is unlikely to need specific application of resources.

Financial Implications Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

- Goal 12 Council leads the organisation in a strategic and flexible manner
 12.2 Continue to build our voice and strategic projects within our regional groupings

Voting Requirements Simple Majority

Officer Recommendation

That Council receives the minutes of the WALGA Great Eastern Zone Meeting held on the 26th November 2020 at the Merredin Recreation Centre.

Agenda Reference and Subject:

10.1.2 WEROC Inc Meeting Minutes November 2020

File Reference:

1.6.9.1 WEROC Inc Minutes and Agendas

Reporting Officer:

Mr Darren Mollenoyux, Chief Executive Officer

Author:

Mr Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Attachments:

Attachment A – WEROC Inc Board Meeting and Supporting Documentation

Summary

Council is asked to receive the minutes from the previous WEROC Inc Board Meeting.

Background

The last WEROC Inc Board Meeting was held on the 26th November 2020 at the Merredin Recreation Centre.

Comment

To encourage the WEROC Inc partnership and promote a better understanding by all Councillors it is recommended that WEROC Inc minutes be read and received by Council.

The following items are highlighted for Council's attention;

The new WEROC Inc Website is now live and can be found at www.weroc.com.au.

7.1 Co-operative Advertising Campaign

WEROC Inc is continuing to investigate a joint advertising campaign and will receive a presentation at the February 2021 Board Meeting from Skyworks.

7.2 Regional Waste Management

As part of WEROC's Strategic Plan the Board is investigating Regional Waste Management options.

The strategy includes the following investigations

- 1) Undertake a review of existing waste management service delivery across the WEROC region including:
 - Local Government waste management plans;
 - Waste management services and infrastructure;
 - Recycling activities and capabilities;
 - Contract arrangements; and
 - Cost of delivery.
- 2) Complete a cost-benefit analysis for ownership of a shared truck for municipal waste and recycling collections; and
- 3) Develop a WEROC Waste Management Plan.

The meeting will receive further presentations in early 2021 to identify the best approach and direction in working towards this strategic plan item.

7.4 Wheatbelt Medical Student Immersion Program

WEROC's Executive Officer, Rebekah Burgess provided an update on the 2021 program which will be held from Tuesday 16th March 2021 – Friday 19th March 2021. Further details are provided in the minutes.

7.7 Presentation – Darren Brown - Bushfire Volunteers WA

Mr Brown was invited to present to WEROC to address matters around our Strategy for Joint services for Ranger and Regulatory Services including a joint officer for bushfire compliance.

Mr Brown made the following points during his presentation;

- Mr. Brown highlighted the lack of transparency on behalf of the Department of Fire and Emergency Services (DFES) with regard to how the Emergency Services Levy (ESL) is expended;
- Mr. Brown advised that DFES received \$400million from the ESL and only \$30million of this goes back to Local Governments to fund Volunteer Bushfire Brigades and State Emergency Services;
- Mr. Brown also advised that while the ESL has continued to increase, the amount that is distributed back to Local Governments has not changed;
- It was suggested that the most impactful thing that Local Governments can do is to push for WALGA to lobby for an independent review of the ESL.

Comments from the Meeting:

- The Board requested that the Executive Officer write to Mr. Darren Brown to thank him for attending and ask for a copy of his PowerPoint presentation.
- It was felt that the information as presented by Mr. Brown was of concern and that the matter needed to be addressed at the Zone level.

The following resolution was made;

That the Executive Officer write to Mr. Tony Brown, Executive Officer of the Great Eastern Country Zone (GECZ) asking that an independent review of the Emergency Services Levy be requested by WALGA on behalf of the GECZ.

7.9 Presentation –Wheatbelt Suicide Prevention and Wheatbelt Mental Health Services

Jo Drayton from Wheatbelt Suicide Prevention and Tendai Makanyanga from Wheatbelt Mental Health Services gave a presentation to WEROC

Comments from the Presentation

- Mr. Makanyanga and Ms. Drayton provided an overview of the state of sudden deaths and suicides in the Wheatbelt. While exact figures could not be supplied, it was advised that there has been an 85% increase in the number of suicides in the Wheatbelt between 2018 and now.
- Data indicates that there has been an increase in female suicides within the Wheatbelt. There has also been an increase observed in suicides of people under the age of 21.
- Mr. Makanyanga and Ms. Drayton advised that they can assist local governments in the creation of a community wellbeing plan and that there are already six Shires that have completed this process in the Wheatbelt and a further three Plans are under development.

Comments from the Meeting:

- Discussion was held regarding the possibility of developing a high-level Wellbeing Plan across the six WEROC Local Governments.
- Mr. Peter Clarke suggested that Local Governments should undertake local level planning because some issues are unique to a particular community.
- Mr. Raymond Griffiths suggested that a bottom-up approach should be adopted, whereby Local Plans are developed first and then fed into a higher-level plan that addresses commonalities across the Local Governments.

The following resolution was made;

*RESOLUTION: Moved: Mr. Darren Mollenoyux, Seconded: Mr. Raymond Griffiths
That the matter be referred back to individual Local Governments.*

Does the Shire of Bruce Rock wish to undertake the development of a Local Wellbeing Plan?

8.1 Changes to Workplace Health and Safety Legislation

Mr. Raymond Griffiths advised that a WHS and Local Government Webinar was hosted by WALGA on Thursday 19 November 2020. Mr. Griffiths suggested that a discussion may be warranted to ensure that all Members are aware of the changes to WHS legislation and the implications for Local Governments.

The following resolution was made;

*RESOLUTION: Moved: Mr. Raymond Griffiths, Seconded: Mr. Darren Mollenoyux
That the Executive Officer invite LGIS to present at the February 2021 meeting of WEROC Inc., on the WHS legislation, what it means for Local Government and what they need to do to ensure compliance.*

Consultation Nil

Statutory Implications Nil

Policy Implications Nil

Risk Implications

Risk: That Council does not receive the minutes or object to decisions of the WEROC Inc Board meeting.		
Likelihood	Consequence	Rating
Rare	Insignificant	Low
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock's Risk Management Procedure's Risk Matrix. The perceived level of risk is considered to be "Low" risk and will be managed by routine procedure and is unlikely to need specific application of resources.		

Financial Implications Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 12 – Council leads the organisation in a strategic and flexible manner

12.2 Continue to build our voice and strategic projects within our regional groupings

Voting Requirements Simple Majority

Officer Recommendation

That Council receives the minutes of the WEROC Board Meeting held on the 26th November 2020 at the Merredin Recreation Centre.

11. Officers' Reports

11.1 Environmental Health Officer

Agenda Reference and Subject:	11.1.1	Development Application for the installation of a Communications Repeater Point near Hadlow Road and Kwolyin West Road, Kwolyin.
File Reference:	A928	Hadlow Road (DA)
Reporting Officer:	Mr Julian Goldacre, Environmental Health Officer	
Author:	Mr Julian Goldacre, Environmental Health Officer	
Disclosure of Interest:		
Attachments:	<p><i>Item 11.1.2 Attachment A – Application for Development Approval for a 30-meter tower Communications Repeater Point & associated infrastructure on Lot 114 Hadlow Road;</i></p> <p><i>Item 11.1.2 Attachment B – location point for the 30-meter tower Communications Repeater Point & associated infrastructure on Lot 114 Hadlow Road.</i></p>	

Summary

Council approve the development application for a 30-meter tower and associated infrastructure for the purpose of a communications repeater point on Lot 114 Hadlow Road owned by Mr J S Hunter and Mrs K A Hunter and operated by Connected Regional Internet Service Provider trading as CRISP Wireless as described in Attachment A and B. and provide Advice Notes to the applicant for other statutory requirements which may be applicable but not limited to.

Background

The Environmental Health Officer (EHO) received a Development Application (Attachment A) for a 30-meter tower and associated infrastructure for the purpose of a communications repeater point on Lot 114 Hadlow Road (DA).

Comment

The DA proposes the construction of a 30-meter tower with an ancillary refurbished 20 foot long sea container for the purpose of extending the fixed wireless network operated by Connected Regional Internet Service Provider trading as CRISP Wireless (CRISP Wireless). Telecommunications infrastructure is a 'discretionary' use for a 'rural' zoned area pursuant to the *Shire of Bruce Rock Local Planning Scheme No 3* (Scheme) thus the use is not permitted unless the local government has exercised its discretion by granting development approval. The 30 meter high mast and 20-foot refurbished sea container are to be located on Lot 114 Hadlow Road Kwolyin approximately 2,708.8 meters west – south west from the Hadlow and Kwolyin West Road intersection (Attachment B). The land is in the private ownership of Mr J S and Mrs K A Hunter shown on the DA as owners with CRISP Wireless the applicants; the agreement between the owner and applicant is between the two parties and outside the scope of the DA other than requiring the signatures of each party on the DA.

It is a requirement for a local government to consider State Planning Policy 5.2 - Telecommunications infrastructure (Policy 5.2) when considering this DA. The EHO review of the DA and subsequent correspondence from the applicant Mr Leigh Ballard of CRISP Wireless has dealt with the required essential items under Policy 5.2 for this low impact telecommunication infrastructure application. The Scheme Policy '5.2 Moveable Buildings' which governs 'containers' only applies to townsites so is not applicable to this DA. Furthermore, whilst persons on rural land regularly undertake to erect masts on their properties, these are for enhancing farm equipment wayfindings with GPS and thus are ancillary to rural endeavours, whereas the CRISP Wireless mast is commercial infrastructure for broadly used telecommunications signals not limited to rural use only.

Consultation

Mr Alan O'Toole, Deputy Chief Executive Officer;
Mr Mark Johnston, Planning Manager, Land Use Planning, Dept of Planning, Lands and Heritage; &
Mr Leigh Ballard of Connected Regional Internet Service Provider Wireless

Statutory Implications

Planning and Development (Local Planning Schemes) Regulations 2015;
Shire of Bruce Rock Local Planning Scheme No 3

Policy Implications

State Planning Policy 5.2 - Telecommunications infrastructure.

Risk Implications

Risk: Development proceeds outside the scope of this Development Application as presented to Council.		
Likelihood	Consequence	Rating
Unlikely	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock's Risk Management Procedure's Risk Matrix. The perceived level of risk is considered to be "Medium" risk and will be managed the Environmental Health Officer by monitoring progress.		

Financial Implications

Planning application fee of \$320 for this \$100,000 development being remitted to the Shire of Bruce Rock.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 5 Residents and visitors can access reliable telecommunication services

5.2 Advocate for a reduction in blackspots across the Shire

10 YEAR OUTCOME

Reliable and extension of telecommunication coverage across the whole Shire

Voting Requirements

Simple majority

Officer Recommendation

That Council resolves to:

1. Approve the development application for this 30-meter tower and associated infrastructure for the purpose of a communications repeater point on Lot 114 Hadlow Road owned by Mr J S Hunter and Mrs K A Hunter and operated by Connected Regional Internet Service Provider trading as CRISP Wireless as described in Attachment A and B.

2. This development application approval is for the application reference shown on the application form in Attachment A 'MAST-DA-8-12-20' only and is valid for four years as granted by the Minister for Planning Hon. R Saffioti MLA undersigned Clause 78H Notice of Exemption from Planning Requirements During State of Emergency Clause 78H(6)(a) Amended Noticed dated 30th day of April 2020.
3. Provide the following Advice notes, but not limited to, for the purpose to advise the applicant of other Statutory requirements:
 - a. No Building Permit pursuant to the *Building Act 2011* and subsidiary legislation is required for Class 10 type structures as detailed in the Building Code of Australia. Notwithstanding this, plans with design and specifications for construction are required to be submitted to the Shire of Bruce Rock pursuant to section 143 of the *Health (Miscellaneous Provisions) Act 1911* for the Shire of Bruce Rock records;
 - b. To investigate requirements, if applicable, for notification of the 30-meter mast to the Civil Aviation Safety Authority and/or Air Services Australia and undertake any and all requirements as applicable to protect aircraft in flight including military aircraft and other flying machines for the purposes of conducting or enabling aerial warfare training, including national airlift (air cargo) capacity to provide logistical supply to stationed forces and/or assist in a civilian emergency.
 - c. To investigate if the proposed telecommunication infrastructure is captured by and requires applicable building standards for construction in a Bush Fire Zone Area as applicable, or not, as the case requires.

11.2 Manager of Works and Services

No report

11.3 Manager of Finance

Agenda Reference and Subject:	11.3.1 Statement of Financial Activity
File Reference:	8.2.6.2 Financial Reporting
Reporting Officer:	Jennifer Bow, Manager of Finance
Author:	Jennifer Bow, Manager of Finance
Disclosure of Interest	
Attachment:	<i>Item 11.3.1 Attachment A – Statement of Financial Activity November 2020</i>

Summary

A statement of financial activity must be produced monthly and presented to Council.

Background

In accordance with the Local Government Act 1995, a Statement of Financial Activity must be presented to each Council meeting, including a comparison of actual year to date to the budget year to date and variances from it. It must also include explanations of any variances and any other associated information that would be useful for readers of the report.

Comment

The financial statements for the month ending 30th November 2020 is available for download on Council Website.

Consultation

Darren Mollenoyux, Chief Executive Officer
 Alan O'Toole, Deputy Chief Executive Officer
 David Holland, Manager of Works and Services
 Mike Darby, Senior Finance Officer and other staff

Statutory Implications

r. 34 Local Government (Financial Management) Regulations 1996

34. Financial activity statement required each month (Act s. 6.4)

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and*
- (b) budget estimates to the end of the month to which the statement relates; and*
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and*
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- (e) the net current assets at the end of the month to which the statement relates.*

(4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —

- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
- (b) recorded in the minutes of the meeting at which it is presented.*

Policy Implications

Nil

Risk Implications

Risk: Financial performance is not monitored against approved budget		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The monthly financial report tracks the Shire's actual financial performance against its budgeted financial performance to ensure that the Council is able to monitor to Shire's financial performance throughout the year.		

Financial Implications

Comparison of actual year to date to the 2020/21 Budget

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

Officer Recommendation

That the Statements of Financial Activity for the month ending 30th November 2020 as presented be received.

Agenda Reference and Subject:

11.3.2 List of Payments

File Reference:

8.2.3.3 Accounts Payable (Creditors)

Reporting Officer:

Jennifer Bow, Manager of Finance Officer

Author:

Mike Darby, Senior Finance Officer

Disclosure of Interest:

Attachments:

Item 11.2.2 Attachment A – List of Payments November 2020

Summary

List of payments made since the last Ordinary Council Meeting.

Background

As the Chief Executive Officer has been delegated the authority to make payments from the municipal and trust funds, a list of payments made is to be presented to Council each month. Also, in accordance with Finance Policy Number 2.3, included is a list of payments made with the CEO's credit card.

Comment

Following is a list of payments made from Council's Municipal and Trust Accounts and payments made with the CEO's credit card for the month of November 2020.

If you have any queries regarding the list of payments, please advise prior to the meeting to enable staff to seek relevant information.

Consultation

Nil

Statutory Implications

s.6.10 Local Government Act 1995

r.13(1) Local Government (Financial Management) Regulations 1996

Policy Implications

Nil

Risk Implications

Risk: Payments are not monitored against approved budget and delegation.

Likelihood	Consequence	Rating
Possible	Minor	Moderate

Action / Strategy

The monthly list of payments provides an open and transparent record of payments made under the appropriate approved delegations.

Financial Implications

Payments must be made in accordance with 2020/21 Budget

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

Officer Recommendation

That Council endorse the list of payments from the:

1. Municipal Account consisting of:
 - a. EFT voucher numbers EFT16451 to EFT16620 totalling \$540,804.90
 - b. Cheque number 24040 to 24043 totalling \$3,464.36
 - c. Trust Cheques NIL
 - d. Wages and Superannuation payments totalling \$185,351.45 and
 - e. Credit Card payments \$1,788.63
- With all payments totalling \$729,620.71 for the month of November 2020.

Agenda Reference and Subject:

11.3.3 Amendments to Purchasing Policy – 2.7

File Reference:

1.6.1.2 Circulars – Department of Local Government

Reporting Officer:

Jennifer Bow, Manager of Finance Officer

Author:

Jennifer Bow, Manager of Finance Officer

Disclosure of Interest:

Attachments:

Item 11.3.3 Attachment A - Circular No 01-2020 - Practical Assistance For Local Governments To Respond During A State Of Emergency (COVID-19)

Item 11.3.3 Attachment B – Amended Policy 2.7 Purchasing

Summary

Council is asked to consider amending the Purchasing Policy following the advice from the Department of Local Government in response to the State of Emergency declaration. Changes can be made to the Shire's purchasing policy due to changes to the Local Government (Functions and General) Regulations 1996 with regards to increasing the tender threshold in April 2020.

Background

The Minister for Local Government, Hon. David Templeman, advised in April 2020 that Councils can amend their purchasing policies to increase the threshold under regulation 11(1) to \$250,000. In other words, Council can purchase goods and services up to \$250,000 without having to go to tender.

For purchases made between \$150,000 and \$249,999 excluding GST, Council are still required to request and receive quotations in writing. For purchases made for residential properties, the \$249,999 is input taxed and will include GST.

Comment

With the number of new projects currently included in the 2020-21 Budget, the increase to the threshold to call tenders will assist staff with obtaining goods and services, without having to call tenders.

The Purchasing Policy does require thorough revision however this will be completed in the new year. Staff propose to only increase the purchasing limit to \$249,999 at this stage. The other inclusion will be the wording:

Therefore, for goods and services costing between \$40,000 and \$250,000, staff will be required to request a quotation in writing and obtain at least 3 written quotes. Staff will also be encouraged to assess the quotes using a predetermined matrix to select the successful quote.

Consultation

Darren Mollenoyux, Chief Executive Officer

Alan O'Toole, Deputy Chief Executive Officer

Statutory Implications

11A. Purchasing policies for local governments

(1) *A local government is to prepare or adopt, and is to implement, a purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250 000 or less or worth \$250 000 or less.*

(2) *A purchasing policy is to make provision for and in respect of the policy to be followed by the local government for, and in respect of, entering into contracts referred to in subregulation (1).*

(3) *A purchasing policy must make provision in respect of —*

(a) *the form of quotations acceptable; and*

(ba) *the minimum number of oral quotations and written quotations that must be obtained;*
and

(b) *the recording and retention of written information, or documents, in respect of —*

(i) *all quotations received; and*

(ii) *all purchases made.*

[(4) *deleted*]

Policy Implications

2.7 Purchasing Policy

Risk Implications

Risk: That Council does not adopt the amended Policy, which could potentially lead to situations where quotations and works are delayed due to having to call tenders for goods and services.		
Likelihood	Consequence	Rating
Likely	Major	High
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock's Risk Management Procedure's Risk Matrix. The perceived level of risk is considered to be a "High" risk and is why the recommendation is made for Council to adopt the amendment as recommended in the Report.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Goal 12 - Council leads the organisation in a strategic and flexible manner

Voting Requirements

Absolute Majority

Officer Recommendation

That Council resolves the amendments to Policy 2.7 Purchasing, with regards to increasing the purchasing limit to \$250,000 without recourse to Tender.

Agenda Reference and Subject:	11.3.4 Audit Committee Membership
File Reference:	2.1.2.6 Committees, Meetings and Functions
Reporting Officer:	Jennifer Bow, Manager of Finance Officer
Author:	Jennifer Bow, Manager of Finance Officer Darren Mollenoyux, Chief Executive Officer
Disclosure of Interest:	
Attachments:	<i>Nil</i>

Summary

Council are asked to discuss the membership of the Audit Committee following the Office of the Auditor General's (OAG) report regarding Best Practice for Audit Committees.

Background

The Audit Committee were presented with an item at its November 2020 Committee Meeting regarding the Best Practice Guide for Public Sector Audit Committees. The OAG recommend for a reduced membership of the Audit Committee. The Audit Committee asked that this item be presented to Council for discussion.

Comment

The Local Government Act 1995, s7.1A(1) sets out that the local government is to establish an audit committee of 3 or more persons, and the majority of the members are to be council members. This allows the audit committee to appoint an external non-elected member to the Audit Committee.

Council appointed the current Audit Committee as all members of Council at the Special Council Meeting held following the last election, on 21 October 2019. Members to the Audit Committee must be appointed by absolute majority.

The Local Government (Audit) Regulations 1996, regulation 16 sets out the functions of the Audit Committee.

The main role of the Audit Committee has changed with recent amendments to the regulations and now has the role to "assist and guide" the local government in carrying out its role with regards to;

- i. Part 6 of the Act, which is Financial Management;
- ii. Part 7 of the Act, which is Audit
- iii. Review the report submitted by the CEO in relation to regulation 17(3) (risk management, internal control and legislative compliance) and then report to Council the results of the review with a copy of the CEO's report;
- iv. Monitor and advise the CEO with regards to the Audit regulation 17 report and also the Financial Management regulation 5(2) report, each done at least once every three years.
- v. Support the auditor with the audit
- vi. Oversee implementation of any actions required in regards to the:
 - a. Audit and items raised by the OAG and preparing report required for Minister addressing actions to be taken;
 - b. Regulation 17 report;
 - c. Financial management review.

The OAG recommends a reduced membership of the Audit Committee. Staff recently attended a WALGA training session on governance and the presenter advised that their view differed from the OAG and whilst reduced membership was preferred, it is not essential.

To adequately address the requirements for the Audit Committee meetings and thoroughly review and address items and reports, it is recommended the Audit Committee Meetings are held on a separate day to Ordinary Council Meeting days.

If Council is to proceed with the full Council as members of the Audit Committee, staff will not be preparing items for Council meetings until after the Audit Committee has been held, and the items can be properly and included in the Agenda.

If Council does decide to vary the membership of the Audit Committee, the appointment must be made by absolute majority.

Consultation

Darren Mollenoyux, Chief Executive Officer

Alan O'Toole, Deputy Chief Executive Officer

Statutory Implications

Local Government Act 1995

7.1A. Audit committee

(1) *A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.*

(2) *The members of the audit committee of a local government are to be appointed* by the local government and at least 3 of the members, and the majority of the members, are to be council members.*

** Absolute majority required.*

(3) *A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.*

(4) *An employee is not to be a member of an audit committee.*

Local Government (Audit) Regulations 1996

16. Functions of audit committee

An audit committee has the following functions —

- (a) *to guide and assist the local government in carrying out —*
 - (i) *its functions under Part 6 of the Act; and*
 - (ii) *its functions relating to other audits and other matters related to financial management;*
- (b) *to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;*
- (c) *to review a report given to it by the CEO under regulation 17(3) (the **CEO's report**) and is to —*
 - (i) *report to the council the results of that review; and*
 - (ii) *give a copy of the CEO's report to the council;*

(d) to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under —

(i) regulation 17(1); and

(ii) the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);

(e) to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;

(f) to oversee the implementation of any action that the local government —

(i) is required to take by section 7.12A(3); and

(ii) has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and

(iii) has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and

(iv) has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);

(g) to perform any other function conferred on the audit committee by these regulations or another written law.

Policy Implications

Nil

Risk Implications

Risk: That Council 's Audit Committee does not operate in compliance with legislative requirements.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock's Risk Management Procedure's Risk Matrix. The perceived level of risk is considered to be a "Moderate" risk and will be managed by specific monitoring and response procedures.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Goal 12 - Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

Officer Recommendation

That Council;

1. Reviews the make up of the members of its Audit Committee and resolves total membership number;
2. Considers the appointment of an external (non-elected member) to the Audit Committee; and
3. Select an alternative Audit Committee meeting day to enable adequate timeframes to address items and present recommendations to Ordinary Council meetings.

11.4 Deputy Chief Executive Officer

Agenda Reference and Subject:	11.4.1 Shire Common Seal
File Reference:	
Reporting Officer:	Alan O'Toole, Deputy Chief Executive Officer
Author:	Melissa Schilling, Executive Assistant
Disclosure of Interest:	
Attachments:	<i>Nil</i>

Summary

Use of Shire Common Seal in November 2020

Background

Nil

Comment

As per Council's policy, the Shire Common Seal has been used during the months of November 2020 as follows:

- Transfer of Land 52 & 52A Johnson Street Bruce Rock

Consultation

Nil

Statutory Implications

Council Policy

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

Officer Recommendation

That Council endorse the use of the Shire Common Seal during November2020

11.5 Chief Executive Officer

Agenda Reference and Subject:

11.5.1 Council Meeting Schedule 2021

File Reference:

2.1.2.5 Council Meetings

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Attachments:

Nil

Summary

Council is asked to consider the schedule of Ordinary Council Meeting dates for 2021.

Background

It is a requirement for Council to advertise at least once each year the dates set for Ordinary Council Meetings. The Shire of Bruce Rock holds its Ordinary Council meetings on the 3rd Thursday of each month except January. The 2021 schedule of Ordinary Council Meetings are proposed as follows;

- Thursday 18 February 2021
- Thursday 18 March 2021
- Thursday 15 April 2021
- Thursday 20 May 2021
- Thursday 17 June 2021
- Thursday 15 July 2021
- Thursday 19 August 2021
- Thursday 16 September 2021
- Thursday 21 October 2021
- Thursday 18 November 2021
- Thursday 16 December 2021

Comment

There are no foreseeable clashes with Public Holidays or other events that would require Council to vary any of the proposed meeting dates.

The current meeting day schedule is as follows;

11.00am	Councillor Information Session
1.15pm	Lunch Served
2.00pm	Bus Tour
2.30pm	Finish Councillor information Session
3.00pm	Council Meeting commences

Consultation

Stephen Strange, President
 Alan O'Toole, Deputy CEO
 Melissa Schilling, Executive Assistant

Statutory Implications

Local Government (Administration) Regulations 1996 - REG 12

12. Meetings, public notice of (Act s. 5.25(1)(g))

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
 - (a) the ordinary council meetings; and
 - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in sub regulation (1).
- (3) Subject to sub regulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place and purpose of the special meeting.
- (4) If a special meeting of a council is to be open to members of the public but, in the CEO's opinion, it is not practicable to give local public notice of the matters referred to in sub regulation (3), then the local government is to give public notice of the date, time, place and purpose of the special meeting in the manner and to the extent that, in the CEO's opinion, is practicable.

Policy Implications	Nil
Risk Implications	Nil
Financial Implications	Nil

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2017-2027

Governance

12.5 – Lead the organisation in a financially responsible and viable manner

Voting Requirements Simple Majority

Officer Recommendation

That Council endorses the schedule of Ordinary Council Meeting dates for 2020, with each meeting commencing at 3.00pm.

- **Thursday 18 February 2021**
- **Thursday 18 March 2021**
- **Thursday 15 April 2021**
- **Thursday 20 May 2021**
- **Thursday 17 June 2021**
- **Thursday 15 July 2021**
- **Thursday 19 August 2021**
- **Thursday 16 September 2021**
- **Thursday 21 October 2021**
- **Thursday 18 November 2021**
- **Thursday 16 December 2021**

And

Give public notice of the meeting schedule for the Ordinary Meetings of Council for 2021.

Agenda Reference and Subject:

11.5.2 Disposal of Industrial Lots 437, 438 Dampier St,
Bruce Rock

File Reference: 3.1.4.6 Industrial Land Sub-Division

Reporting Officer: Darren Mollenoyux, Chief Executive Officer

Author: Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Attachments: Nil

Summary

Council is asked to endorse the disposal of two industrial lots, located at Council's industrial subdivision, namely Lots 437 and 438 Dampier Street, Bruce Rock.

Background

At the November 2020 Ordinary Meeting Council resolved as follows;

OFFICE RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Nov 20 – 12.2

Moved: Cr Crooks

Seconded: Cr Foss

That Council:

1. In accordance with section 3.58 of the Local Government Act Council authorises the Chief Executive Officer to give local public notice of its intention to dispose of the following lots to Pundit Pty Ltd, ATF The Verhoogt Family Trust No 2, for the values stated below;

Lot 437 (76) Dampier Streets \$20,700 inc gst

Lot 438 (78) Dampier Street \$20,700 inc gst

2. That condition of sale is subject to

a) a requirement for Bruce Rock Engineering to install, at minimum, a 180cm high link mesh fence on the boundary of lots 436, 437 and 438 Dampier Street, Bruce Rock within 6 months of settlement.

3. That at the conclusion of the advertising period an item be presented to the December 2020 Ordinary Meeting of Council to consider any submissions, prior to the execution of the transfer of land documentation.

4. That Council resolves to vary the 2020/2021 budget to include income of \$41,400 inc gst for the Sale of industrial land.

CARRIED BY ABSOLUTE MAJORITY 8/0

Advertising has been undertaken in accordance with Council resolution and section 3.58 of the Local Government Act. The public notice was as follows;

"Notice is given in accordance with section 3.58(3) & (4) of the Local Government Act 1995 that the Shire of Bruce Rock proposes to sell the listed properties (vacant land) to Pundit Pty Ltd, ATF The Verhoogt Family Trust No 2, for the considerations stated.

<i>Property</i>	<i>Consideration</i>	<i>Market Valuation</i>
<i>Lot 437 (76) Dampier St, Bruce Rock</i>	<i>\$20,700 inc GST</i>	<i>\$19,250 inc GST</i>
<i>Lot 438 (78) Dampier St, Bruce Rock</i>	<i>\$20,700 inc GST</i>	<i>\$19,250 inc GST</i>

The Shire invites submissions concerning the proposed disposition by 4.00pm Tuesday 15th December 2020. Submissions must be in writing and should be addressed as follows: "Disposal of Dampier Street Vacant Lots", Chief Executive Officer, Shire of Bruce Rock, PO Box 113 Bruce Rock WA 6418."

Comment

At the time of writing this report no public submissions had been received, however the submission period doesn't close until the 15th December 2020 and therefore any submissions received by this date will be presented to Council for consideration.

If Council receives any submissions, they will need to be considered at the meeting prior to finalising the resolution for disposal of lots 437 and 438 Dampier Street, Bruce Rock

The applicant, Mr Damion Verhoogt was advised that of the condition of sale would be subject to the installation, at minimum, a 180cm high link mesh fence on the boundary of lots 436, 437 and 438 Dampier Street, Bruce Rock within 6 months of settlement.

Mr Verhoogt advised that he would agree to this condition.

Consultation

Mr Damion Verhoogt, the applicant
Jennifer Bow, Manager of Finance
Simon Brown, Valwest

Statutory Implications

Local Government Act 1995 - Sect 3.58

3.58 - Disposing of property

(1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to —

(a) the highest bidder at public auction; or

(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(a) it gives local public notice of the proposed disposition —

(i) describing the property concerned; and

(ii) giving details of the proposed disposition; and

(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —

(a) the names of all other parties concerned; and

(b) the consideration to be received by the local government for the disposition; and

(c) the market value of the disposition —

(i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or

Policy Implications Nil

Risk Implications

Risk: That the industrial lots not be sold, leading to continual loss of revenue for Council and potential loss of economic progress in the Shire.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock's Risk Management Procedure's Risk Matrix. The perceived level of risk is considered to be "Medium" risk and will be managed by specific monitoring and response procedures.		

Financial Implications

Council resolved at the November 2020 Ordinary meeting of Council to vary the budget provision in 2020/21 for the sale of industrial lots, to include income of sale of industrial land at \$41,400 inc gst.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Infrastructure

2.2 – Encourage greater usage of current Council owned facilities

Economy

Goal 3: Assist the local economy to grow

3.7 – Leverage economic opportunities and development from successful local businesses

Goal 4: Workers and their families can work and reside in the Shire

4.3 – Promote existing residential land and plan for future commercial and residential land developments to meet current and future needs

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Absolute Majority

Officer Recommendation

That Council:

1. That Council consider any written public submissions received prior to the deadline and in accordance with section 3.58 of the Local Government Act Council resolves to dispose of the following industrial lots to Pundit Pty Ltd, ATF The Verhoogt Family Trust No 2, for the values stated below;

Lot 437 (76) Dampier Streets	\$20,700 inc gst
Lot 438 (78) Dampier Street	\$20,700 inc gst
2. That condition of sale is subject to;
 - a) a requirement for Bruce Rock Engineering to install, at minimum, a 180cm high link mesh fence on the boundary of lots 436, 437 and 438 Dampier Street, Bruce Rock within 6 months of settlement.

Agenda Reference and Subject:

11.5.3 Department of Local Government's Draft Employee Code of Conduct

File Reference: 2.3.3.1 Local Government Act 1995 Acts and Regulations

Reporting Officer: Darren Mollenoyux, Chief Executive Officer

Author: Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Attachments: *Item 11.5.3 Attachment A - Local Government Code of Conduct Explanatory Notes*
Item 11.5.3 Attachment B – Local Government Employee Code of Conduct Consultation

Summary

Council is asked to consider making a submission to the Department of Local Government in relation to their Draft Local Government Employee Code of Conduct.

Background

On 27 June 2019, the Local Government Legislation Amendment Act 2019 was passed in Parliament. The Act includes a requirement for local government CEOs to prepare and adopt a code of conduct for employees. Currently, Part 9 of the Local Government (Administration) Regulations 1996 deals with this requirement. Current provisions have been incorporated into new regulations with some amendments, particularly in relation to gift provisions.

New regulations will bring into effect section 25 of the Local Government Legislation Amendment Act 2019 which includes the Code of Conduct for employees.

On the 4th December 2020 the Department of Local Government, Sport and Cultural Industries emailed Local Governments and advised that the draft copy of the *Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2020* is now available for review. Local governments are invited to provide feedback on the regulations by emailing actreview@dlgsc.wa.gov.au

The period for consultation will close 6 January 2021.

The following documents in relation to the Draft Local Government Employee Code of Conduct are provided as an attachment to this agenda;

- Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2020
- Local Government Employee Code of Conduct explanatory notes

Comment

The Department has left very little time to review the Draft Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2020, with only a week prior to Council to review the document and only a week after the meeting to provide submissions as along with most Local Government we will be closed between the 24th December 2020 and 4th January 2021.

As this consultation period has only just opened, I am unsure of WALGA's position and their proposed approach to making a submission, there will be very little opportunity for sector feedback.

LG Professionals WA will be making a submission on behalf of its members with a focus on their concerns around the complication and further confusion created around gifts.

Individuals are also able and are encouraged to make their own submission and therefore Councillors may wish to also make their own submission to the Department of Local Government.

The Chief Executive Officer is reviewing the proposed documents and is seeking Council's comments to assist in preparing a submission on Council's behalf.

Consultation

Members of Senior Management Team

LG Professionals

Statutory Implications

The Local Government Legislation Amendment Act 2019

Policy Implications

Any Policies relating to Council's current Code of Conduct and Employees Code of Conduct

Risk Implications

Risk: Compliance may be increased from legislative changes that could occur and costs and administrative burden would increase should the CEO Standards be adopted by the Department of Local Government as they are currently proposed.		
Likelihood	Consequence	Rating
Likely	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock's Risk Management Procedure's Risk Matrix. The perceived level of risk is considered to be "Medium" risk and will be managed by specific monitoring and response procedures.		

Financial Implications

Should the proposed changes be implemented by the Department of Local Government, there may be some administrative costs associated with the governance and reporting on some of the requirements. The time required to administer and associated costs are unknown at this stage.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 10 – Our organisation is well positioned and has capacity for the future

Goal 12 – Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

Officer Recommendation

That Council endorses the Chief Executive Officer to prepare a submission providing feedback and including any additional points, in response to the Department of Local Government, Sport and Cultural Industries Draft *Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2020*.

12. New Business of an urgent nature introduced by discussion of the meeting

13. Confidential Items

Agenda Reference and Subject:

13.1 Landfill Site Operation and Management Service
Contract and Waste Collection Service Key
Performance Indicators Review for November to
December 2020

File Reference:

4.1.1 Waste Management

Reporting Officer:

Mr Julian Goldacre, Environmental Health Officer

Author:

Mr Julian Goldacre, Environmental Health Officer

Disclosure of Interest:

Attachments:

*Item 11.1.1 - Attachment A – Landfill site operation and
management service KPIs NOVEMBER-DECEMBER 2020;
Item 11.1.1 - Attachment B – Waste Collection Service KPIs
NOVEMBER - DECEMBER 2020*

Officer Recommendation

That in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

(e) a matter that if disclosed would reveal - ...

(ii) information that has a commercial value to a person; or

(iii) information about the business, professional, commercial or financial affairs of a person

Officer Recommendation

That Council resolves to:

1. Accept the Officer report for the Contractor Refuse and Landfill Contract Key Performance Indicators for the months of November to early December 2020 and ongoing operational undertakings.

14. Closure of Meeting.