

## Shire of Tammin



### DECLARATION

I declare that the minutes of the:

Special Council Meeting held on 4<sup>th</sup> February 2021 was confirmed at the Ordinary Council Meeting held on 25<sup>th</sup> February 2021.

Name: Michael Greenwood

Signed: 

Being the person presiding at the meeting at which these minutes were confirmed.

Date: 25/02/2021

# Shire of Tammin

## SPECIAL COUNCIL MEETING

### MINUTES



A Special Meeting of Council of the Shire of Tammin was held on Thursday, 4 February 2021 in Council Chambers, 1 Donnan St, Tammin, commencing at **5:30pm**.

Neville Hale  
Chief Executive Officer

4 February 2021

#### MISSION STATEMENT

*"Together with the people of Tammin we will provide leadership, vision and progress to achieve sustainability and growth"*

Special Council confirmed Meeting Minutes – 4 February 2021

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## **AGENDA**

### **1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Shire President declared the meeting open at 5:36pm.

### **2. PRESENT / IN ATTENDANCE / LEAVE OF ABSENCE PREVIOUSLY GRANTED / APOLOGIES**

#### **Present:**

Cr M Greenwood	President
Cr G Batchelor	Deputy President
Cr T Daniels	Member
Cr T Nicholls	Member
Cr N Caffell	Member
Cr C Thomson	Member

#### **In Attendance:**

Neville Hale	Chief Executive Officer
Fabian Houbrechts	Manager of Works & Services
Morgan Ware	Manager of Finance & Administration

#### **Leave of Absence previously granted:**

Nil

#### **Apologies:**

Nil

### **3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

### **4. PUBLIC QUESTION TIME**

Nil

### **5. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

### **6. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS**

Nil

### **7. DECLARATION OF RELATED PARTY DISCLOSURE IN AGENDA ITEMS**

Nil

### **8. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

Nil

### **9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

Nil

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil

**11. MATTERS FOR CONSIDERATION – FINANCE**

Nil

**12. MATTERS FOR CONSIDERATION – ADMINISTRATION**

**12.1 Local Government (Model Code of Conduct) Regulations 2021 - Appointment of Complaints Officer**

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Department of Local Government, Sport and Cultural Industries
<b>Date:</b>	3 February 2021
<b>Author:</b>	Neville Hale
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	ADMIN
<b>Attachment/s:</b>	Attachment Item 12.1 – Model Code of Conduct

**Purpose of Report**

To appoint a person to receive complaints and approve a Form for the lodgment of alleged complaints under the Model Code of Conduct regulations.

**Background**

The Local Government (Model Code of Conduct) Regulations 2021 took effect on 3 February 2021 requiring local governments to prepare and adopt the new Model Code within three (3) months of these regulations coming into effect (3 May 2021). To begin implementation of the Model Code local governments are required to take specific actions within three (3) weeks of the regulations taking effect (by 24 February 2021), namely:

- Appoint a person to receive complaints by either affirming the current complaints officer or appoint a new or additional officer(s); and,
- Approve a Form for complaints to be lodged (template provided).

**Comments**

Council has previously appointed the Chief Executive Officer to receive and deal with complaints under the Code of Conduct and it is proposed that this appointment be reaffirmed.

**Consultation**

WALGA  
DLGSC

### **Statutory Implications**

Local Government Act 1995 – s5.39B

Local Government (Model Code of Conduct) Regulations 2021

*“The purpose of the Model Code is to guide decisions, actions and behaviours. It also recognises that there is a need for a separate code for Council Members, Committee Members and Candidates to clearly reflect community expectations of behaviour and ensure consistency between local governments.”*

### **Policy Implications**

A new Code of Conduct will be required for Councillors within three months

### **Financial Implications**

N/A

### **Risk Implications**

The new Code requirements are intended to reduce the risk of inappropriate behaviours or influence being applied to Council’s decision making processes

### **Strategic Implications**

(Refer to Strategic Community Plan), (Workforce Plan), Corporate Business Plan

### **Voting Requirements**

#### **TSC 01/21 MOTION**

**That Council:**

- 1. Reaffirm that the Chief Executive Officer is appointed to receive complaints arising from the implementation of the Model Code of Conduct Regulations; and**
- 2. Adopt the attached “Complaint about Alleged Breach Form - Code of conduct for council members, committee members and candidates”.**

**Moved: Cr Batchelor**

**Seconded: Cr Nicholls**

**Vote: Simple Majority**

**Carried: 6/0**

**13. MATTERS FOR CONSIDERATION – BUILDING & HEALTH**  
Nil

**12. CLOSURE OF MEETING**

There being no further business the Shire President declared the meeting closed at 5:38pm.