



AGENDA

and

Notice of Ordinary Council Meeting

to be held

Tuesday 22 March, 2022

in the

Shire of Irwin Council Chambers

5.00pm – Agenda Briefing

5.15pm – Councillor Information Session

6.00pm – Ordinary Council Meeting

AGENDA & BUSINESS PAPERS

Welcome to the Ordinary Council Meeting of the Shire of Irwin.

Please be advised that Ordinary Council Meetings during 2022 will be held on the following dates in the Council Chambers at 11-13 Waldeck Street, Dongara, (unless otherwise advised) commencing at **6.00pm**.

DATES	
22 February 2022	26 July 2022
22 March 2022	23 August 2022
26 April 2022	27 September 2022
24 May 2022	25 October 2022
28 June 2022	22 November 2022
	12 December 2022

Members of the public are most welcome to attend the Agenda Briefing, the Councillor Information Session and the Ordinary Council Meeting.

Disclaimer

The Shire of Irwin advises that the purpose of an Ordinary Council Meeting is to discuss and, where possible, make resolutions about items appearing in the agenda. No person should rely or act on the basis of any decision, advice or information provided by a Member or Officer, or on the content of any discussion occurring during the course of the meeting. No person should rely on the decisions made by Council until formal written advice of the Council is received by that person.

The Shire of Irwin expressly disclaims any liability for any loss or damage whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee Meetings.



Shane Ivers
CHIEF EXECUTIVE OFFICER

Council Meeting Information

1. Your Council generally handles all business at Ordinary or Special Council Meetings.
2. From time to time Council may form a Committee, Working Party or Steering group to examine specific subjects and then report to Council.
3. Generally, all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters. On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.
4. **Public Question Time:** It is a requirement of the Local Government Act 1995 to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the Presiding Member. If presenting questions to Council please note the following, as guided by the *Shire of Irwin Meeting Procedures Local Law 2016*:
 - Public Question Time occurs early in the meeting so please arrive at least 5 minutes before the advertised meeting start time (Ordinary Meetings are scheduled for a **6.00pm** start, unless otherwise advised).
 - Record your full name and suburb of residence on the Attendance Form available in the public seating area.
 - When invited by the Presiding Member to ask your question/s, please state your full name for the benefit of the minute taker and those present.
 - Only questions can be addressed to Council, not statements.
 - A minimum of 15 minutes is allocated to Public Question Time. A member has 2 minutes to submit a question.
 - You may ask up to 2 questions before other members of the public will be invited to ask their questions to ensure all have an equal and fair opportunity to ask questions.
 - The Presiding Member may elect for written questions to be responded to as normal business correspondence.
 - The Presiding member may decide that a question shall not be responded to where:
 - the same or similar question has been asked at a previous meeting and a response has already been provided;
 - a statement has been made and is not reformed into a question; or
 - a question is offensive or defamatory in nature and is not reformed into a question.
 - A question may be taken on notice by Council for a later response. Responses will be provided in writing to the member and a summary will be included in the agenda of the next meeting of Council.
 - Members of the public are encouraged to raise matters relating to operations and administration through the Shire's Customer Request system.
 - At a Special Meeting of Council, only questions relating to the purpose of that meeting may be raised.
 - Should you wish to provide written questions prior to the meeting so that an appropriate response can be prepared, please submit them at least 72 hours prior to the Council meeting at which you wish them to be presented.
5. **Councillors** may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter **trivial, insignificant or in common with a significant number of electors or ratepayers**. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.
6. **Members of staff**, who have delegated authority from Council to act on certain matters, may from time to time have a financial interest in a matter on the Agenda. The Officer must declare that interest and generally the Presiding Member will advise the Officer if he/she is to leave the meeting.
7. Agendas are delivered to Councillors within the requirements of the Local Government Act 1995, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting.
8. Agendas for Ordinary Meetings are available to the public from the Shire of Irwin Administration Centre and on the website www.irwin.wa.gov.au seventy-two (72) hours prior to the meeting.
9. Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendations until after they have been considered by Council and ideally received written confirmation of the outcome. Please note the Disclaimer in the Agenda (page 3).
10. Public Inspection of Unconfirmed Minutes (Reg 13): A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection at the Shire of Irwin Administration Centre and on the website www.irwin.wa.gov.au within ten (10) working days after the Meeting.

Table of Contents

1.	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	5
2.	RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE.....	5
3.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	5
4.	PUBLIC QUESTION TIME.....	5
5.	APPLICATIONS FOR LEAVE OF ABSENCE	5
	Nil.....	5
6.	PETITIONS AND DEPUTATIONS	5
7.	CONFIRMATION OF MINUTES	6
7.1.	Minutes of the Ordinary Council Meeting held 22 February 2022	6
8.	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	6
9.	REPORTS	7
9.1.	Officer Reports.....	7
	CC01-03/22 Accounts for Payment	7
	CC02-03/22 Monthly Financial Statements for the Period Ended 28 February 2022	9
	CC03-03/22 Budget Review 2021/22	12
	CEO01-03/22 Compliance Audit Return (CAR) 2021	15
	ID01-03/22 Delegated and Authorised Actions for February 2022 – Development	18
9.2.	Committee Reports	20
9.2.1.	Local Emergency Management Committee Meeting 1 December 2021	20
9.2.2.	Community Assistance Scheme & Events Committee Meeting 31 January 2022	20
9.2.3.	Shire of Irwin Audit Committee Meeting 17 March 2022	20
10.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	20
11.	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	20
12.	URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION.....	20
13.	MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC.....	20
14.	CLOSURE.....	20

ORDINARY COUNCIL MEETING

to be held

22 March 2022

at 6.00pm

AGENDA

- 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**
- 2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**

Members

Councillor M T Smith
Councillor I M Scott
Councillor G S Eva
Councillor A J Gillam
Councillor M Leonard
Councillor H M Palmer
Councillor E Tunbridge
Councillor B Wyse

Shire President
Deputy Shire President

Staff

Mr S D Ivers
Mrs D K Chandler
Mr P Traylen
Mr B Jeans
Ms N A M'Leane

Chief Executive Officer
Acting Manager Corporate & Community
Acting Manager Infrastructure & Development
Manager Development
Development & Executive Officer

Guests

Approved Leave of Absence

Apologies

Gallery

- 3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
Nil.
- 4. PUBLIC QUESTION TIME**
- 5. APPLICATIONS FOR LEAVE OF ABSENCE**
Nil.
- 6. PETITIONS AND DEPUTATIONS**

7. CONFIRMATION OF MINUTES

7.1. Minutes of the Ordinary Council Meeting held 22 February 2022

A copy of the Minutes of the Ordinary Council Meeting held 22 February 2022 have been provided to all Councillors under separate cover.

RECOMMENDED:

That the Minutes of the Ordinary Council Meeting, held 22 February 2022, as previously circulated, be adopted as a true and accurate recording of that meeting.
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8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

9. REPORTS

9.1. Officer Reports

CORPORATE AND COMMUNITY		CC01-03/22
Subject:	CC01-03/22 Accounts for Payment	
Author:	S Clarkson, A/Senior Finance Officer	
Responsible Officer:	D Chandler, A/Manager Corporate & Community	
File Reference:	Minute Book	
Voting Requirements:	Simple Majority	

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council e.g. performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws and local planning schemes.
- Review** When Council reviews decisions made by Officers.
- Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

To receive the list of accounts paid under delegated authority during February 2022.

Background:

A list of accounts paid under delegated authority is attached showing all payments made during the month of February 2022.

Officer's Comment:

Nil.

Consultation:

Nil.

Statutory Environment:

The Local Government (Financial Management) Regulations 1996 provides as follows:

13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*
- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared*
- (a) *the payee's name;*
 - (b) *the amount of the payment;*
 - (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction.*
- (3) *A list prepared under sub-regulation (1) or (2) is to be —*
- (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*

(b) recorded in the minutes of that meeting.

Policy Implications:

Under Delegation CEO101 Council has delegated authority to the Chief Executive Officer to authorise payments from the municipal or trust fund.

Financial/Resource Implications:

Nil.

Strategic Implications:

Our Brilliant Future – Strategic Community Plan 2021 – 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

Attachments:

Attachment Booklet – March 2022

CC01-03/22 Attachment 1: Accounts for Payment – February 2022

Officer Recommendation:

RECOMMENDED:

That Council receives the Accounts paid during February 2022 as presented in Attachment Booklet – March 2022, represented by:

Payment Type/Numbers	Total Amount
EFT 28325 – 28477	\$939,792.94
Muni Cheques – 32094 – 32098	\$80,291.27
Direct Debit – Telstra	\$577.37
Direct Debit – WA Treasury Corporation	\$20,727.35
Direct Debit – Solar Panel Repayments	\$1,947.66
Direct Debit – Credit Card	\$3,424.89
Direct Debit – Insurance Premium Repayments	\$33,567.95
Direct Debit – Land Use Agreement	\$2,083.32
Direct Debit – Bonds Administration	\$1,080.00
Direct Debit – Superannuation	\$30,709.49
Grand Total	\$1,114,202.24

CORPORATE AND COMMUNITY		CC02-03/22
Subject:	CC02-03/22 Monthly Financial Statements for the Period Ended 28 February 2022	
Author:	S Clarkson, A/Senior Finance Officer	
Responsible Officer:	D Chandler, A/Manager Corporate & Community	
File Reference:	Minute Book	
Voting Requirements:	Simple Majority	

Council Role:

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Report Purpose:

To consider and receive the Monthly Financial Statements for the period 1 July 2021 to 28 February 2022.

Background:

The Monthly Financial Statements to 30 June 2022 are prepared in accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996* and includes the following statutory reports:

- Statement of Financial Activity by Nature & Type
- Explanation of Material Variances
- Net Current Funding Position

The Statements also include various other financial information not required by legislation, but for Council information.

Officer’s Comment:

The financial position to the end of February 2022 is detailed in the attached report and summarised as follows relative to year to date budget expectations:

28/02/2022	YTD Budget	YTD Actual	Variance YTD to Budget
Operating Revenue	7,089,988	8,230,909	16%
Operating Expenditure	(3,721,099)	(7,706,855)	107%
Net Operating	3,368,889	524,054	
Non-Operating Revenue	10,000	0	-100%
Non-Operating Expenditure	(1,750,935)	(2,154,211)	23%
Net Non-Operating	(1,740,935)	(2,154,211)	
Cash at Bank		1,892,505	
Cash at Bank Restricted		575,941	
Reserve Bank		1,484,491	
Total Cash Funds		3,952,937	

The attached statements provide explanatory notes for items greater than 10% or \$10,000. This commentary provides Council with an overall understanding of how the financial position is situated in relation to the adopted budget.

Consultation:

Nil.

Statutory Environment:

Local Government Act 1995

- Section 6.4 Financial report

Local Government (Financial Management) Regulations

- Section 34 Financial activity statement report provides as follows:

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

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

(2) Each statement of financial activity is to be accompanied by documents containing -

- an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
- an explanation of each of the material variances referred to in sub-regulation (1)(d); and
- such other supporting information as is considered relevant by the local government.

(3) The information in a statement of financial activity may be shown -

- according to nature and type classification;
- by program; or
- by business unit.

(4) A statement of financial activity, and the accompanying documents referred to in sub-

regulation (2), are to be -

- (a) presented to the council -
 - (i) at the next ordinary meeting of the council following the end of the month to which the statement relates; or
 - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
- (b) recorded in the minutes of the meeting at which it is presented.

Policy Implications:

Nil.

Financial/Resource Implications:

Any issues in relation to expenditure and revenue allocations or variance trends are identified and addressed each month.

Strategic Implications:

Our Brilliant Future - Strategic Community Plan 2021 – 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

Attachments:

Attachment Booklet – March 2022

CC02-03/22 Attachment 1: Financial Statements for the Period Ended 28 February 2022

Officer Recommendation:

RECOMMENDED:

That Council receives the Monthly Financial Statements for the period 1 July 2021 to 28 February 2022 as provided in Attachment Booklet – March 2022.

CORPORATE AND COMMUNITY		CC03-03/22
Subject:	CC03-03/22 Budget Review 2021/22	
Author:	D Chandler, A/Manager Corporate & Community	
Responsible Officer:	S Ivers, Chief Executive Officer	
File Reference:	3.00047	
Voting Requirements:	Absolute Majority	

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
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Report Purpose:

To consider and adopt the annual budget review for the 2021/22 financial year as presented in Attachment Booklet – March 2022.

Background:

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires Council to conduct a review of its budget between 1 January and 31 March in each financial year. The Regulation requires that the results be submitted to Council to determine whether to adopt the review and recommendations made. Within 30 days of the review a copy of the review and determination is to be provided to the Department of Local Government, Sport and Cultural Industries.

Officer’s Comment:

The budget review has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and *Australian Accounting Standards*. Council adopted a 10% and \$10,000 variance level for the reporting of material variances to be used in the statements of financial activity and the annual budget review.

- This report provides information by program and is based on the six-month period from 1 July 2021 to 31 December 2021.
- The budget review reflects a view of the position of the Shire of Irwin – projected full year income and expenditure against full year original budget.
- The projected actuals are based on the information provided for each program, with an estimated Net Operating Surplus of \$1,917.

Attachment 1 is an explanation of identified major expenditure and revenue variations and a review of the capital program – showing all budgeted items and any variances required. Some of the major achievements in the review include:

- Moreton Terrace Revitalisation Project overspend accounted for
- Henry Road independent living units nearing completion

- Midwest Show & Shine and Denison Foreshore Sprint event improvements resulting in a huge success
- New event Magic on Moreton successful event
- Regional Road Group projects on track
- Fleet purchases – CEO vehicle, tractor mower and truck

Some of the significant variances in revenue include:

- Increase in reimbursements from Dongara Medical Centre
- Increase in event revenue (Australia Day grant and contributions towards Magic on Moreton)
- Increase in caravan park lease fees following lease review
- Significantly higher revenue expected from the sale of the CEO vehicle
- Private works revenue in relation to Moreton Terrace revitalisation project
- Employer incentive revenue

Some of the major variances in expenditure include:

- Additional provision for bushfire mitigation works, funded by DFES
- Increased use of contract ranger services
- Increase in Medical Centre costs (aligned with increased revenue)
- Increase in road maintenance safety critical works
- Increase in various consultancy services including Workplace Health & Safety, Rec Centre secondment and outsourced finance functions
- Additional \$20,000 provision for COVID-19 organisational expenses
- Saving of approximately \$200,000 in employee costs to date

The following additions to capital expenditure include:

- Installation of air-conditioning at the Transfer Station (Container Deposit Scheme shed)
- Accessible ablutions at the Denison Bowling Club
- Installation of glass screening in Administration for hygiene
- Purchase of a Posi-Track Skid Steer Loader
- Backup generator for the Irwin Rec Centre for community emergencies
- 2 x 50,000L tanks for the standpipe to address filling time delays

Consultation:

Responsible officers have predicted the balances on their activities. The draft budget review was presented to Councillors at a workshop held 9 March, 2022.

Statutory Environment:

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

33A. *Review of budget*

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must -*
 - (a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
 - (b) *consider the local government's financial position as at the date of the review; and*
 - (c) *review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*

- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

Australian Accounting Standards

Policy Implications:

Nil.

Financial/Resource Implications:

The adoption of this budget review will forecast the budget with an estimated surplus of \$1,917. To achieve this, the following reserve transfer is proposed in addition to those already budgeted:

- \$94,311 - Transfer ***from*** Leave Entitlement Reserve for leave paid out on termination and payment of a long service leave liability for a previous employee.

Strategic Implications:

Our Brilliant Future – Strategic Community Plan 2021 - 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

Attachments:

Attachment Booklet – March 2022

CC03-03/22 Attachment 1: Annual Budget Review 2021/22 Rev0

Officer Recommendation:

RECOMMENDED:

That Council, by Absolute Majority:

- Adopts the 2021/22 Annual Budget Review presented as Attachment 1 in Attachment Booklet – March 2022; and**
- Amends the 2021/22 budget accordingly.**

OFFICE OF CEO	CEO01-03/22
Subject:	CEO01-03/22 Compliance Audit Return (CAR) 2021
Author:	D Chandler, A/Manager Corporate & Community
Responsible Officer:	S Ivers, Chief Executive Officer
File Reference:	3.000217
Voting Requirements:	Absolute Majority

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
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Report Purpose:

For Council to consider and adopt the 2021 Compliance Audit Return as per the *Local Government Act 1995*, Section 7.13 and the *Local Government (Audit) Regulations*, Regulation 14.

Background:

Local governments are required by legislation to complete a statutory compliance return (Compliance Audit Return or CAR) annually and have the return adopted by Council. The return is a checklist of a local government’s compliance with the requirements of the Act and its Regulations, concentrating on areas of compliance considered “high risk”.

The Audit Committee is to review the annual CAR and report to Council the results of that review, prior to adoption of the return by Council. After adoption the return is to be signed by the Shire President and the CEO prior to it being forwarded to the Department of Local Government, Sport and Cultural Industries (DLGSCI) by no later than 31 March.

Officer’s Comment:

The Shire of Irwin Audit Committee reviewed the 2021 CAR at a meeting on 17 March 2022 and resolved to support the responses in the CAR, provided as Attachment 1.

The following list provides an outline of each section addressed in the 2021 Compliance Audit Return;

Commercial Enterprises by Local Governments

As the Shire has not undertaken any commercial enterprises during 2021, N/A responses were provided.

Delegation of Power/Duty

As no delegations to committees were made during 2021, N/A responses were provided. Following the review of delegations in 2020 and implementation of the Integrity compliance software, all processes relating to delegations are sound, however refresher training in the use of the Integrity compliance software to record exercises of delegation is required.

Disclosure of Interest

Recordkeeping practices for disclosures of interest are sound and staff have a number of practices/procedures in place to ensure compliance. With the implementation of the Integrity compliance software, all processes relating to primary and annual returns are sound, therefore ensuring compliance.

The Shire failed to remove a previous Councillor's information from the gift register, however this has now been completed.

The Shire also failed to adopt a Code of Conduct for council members, committee members and candidates within 3 months of the prescribed model code of conduct coming into operation (3 February 2021). The Code was adopted at the 26 October 2021 Ordinary Council Meeting.

Disposal of Property

The Shire disposed of the Kennedy Heights property during 2021 with the first option by public tender then sale by offer and acceptance. This process complied with section 3.58 of the *Local Government Act 1995*.

Elections

The Shire is considered to be compliant in all areas relating to the 2021 local government election.

Finance

The Shire complies with all areas relating to the Audit Committee. As the Shire's 2020/21 performance audit was still being finalised at the time of completing the CAR, N/A responses were provided to questions relating to the annual financial statement and auditor's report.

Integrated Planning and Reporting

Until the Shire integrates the Long Term Financial Plan, Asset Management Plan and Workforce Plan with the Corporate Business Plan (CBP), the Shire is non-compliant with Admin Reg 19DA(3)(c). These plans are in progress and once the integrated planning suite is complete, the CBP will be reviewed to ensure alignment and the Shire will then be compliant with Admin Reg 19DA(3)(c) & (4).

Local Government Employees

This section relates to recruitment of CEO and senior employees. The Shire is considered to be compliant with the commencement of recruitment for the Executive Manager Corporate and Community position in December 2021.

Official Conduct

The Shire is considered to be compliant with all sections of the Act relating to complaints.

Optional Questions

The Shire is considered compliant with all legislation referred to in the optional questions.

Tenders for Providing Goods and Services

The Shire is considered to be fully compliant in all areas relating to tenders.

The Compliance Audit Return is due for submission to the DLGSCI by 31 March 2022.

Adoption of the CAR is a statutory requirement of Council which could have major compliance implications for the Shire and is therefore considered to have a high risk rating, however the completion of this return annually helps to ensure that the local government is following sound governance practices and is complying with the relevant Acts and Regulations.

Consultation:

The 2021 CAR was presented to the Shire of Irwin Audit Committee on Thursday 17 March 2022. The committee reviewed the return and resolved to support the responses provided.

Statutory Environment:

Local Government Act 1995

- Section 7.13 – Regulations as to audits

Local Government (Audit) Regulations

- Regulation 14 - Compliance audits by local governments

Policy Implications:

Nil.

Financial/Resource Implications:

Nil.

Strategic Implications:

Our Brilliant Future – Strategic Community Plan 2021 – 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

Attachments:

Attachment Booklet – March 2022

CEO01-03/22 Attachment 1: Compliance Audit Return (CAR) 2021

Officer Recommendation:

RECOMMENDED:

That Council, by Absolute Majority, adopts the Shire of Irwin’s Compliance Audit Return for the 2021 calendar year, presented as Attachment 1 in Attachment Booklet – March 2022.

INFRASTRUCTURE & DEVELOPMENT		ID01-03/22
Subject:	ID01-03/22 Delegated and Authorised Actions for February 2022 – Development	
Author:	B Jeans, Manager Development	
Responsible Officer:	P Traylen, A/Manager Infrastructure & Development	
File Reference:	3.00125	
Voting Requirements:	Simple Majority	

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
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- Quasi-judicial** When Council determines an application/matter that directly affects a person’s rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

To inform Council of officer actions made under delegated authority and authorisation in the Development department.

Background:

To increase transparency this report has been prepared for Council and includes actions performed under delegated authority and authorisation for:

- Development Approvals issued;
- Subdivision Clearances issued;
- Building Permits issued; and
- Health Approvals issued.

Officer’s Comment:

The table in Attachment 1 outlines the actions performed within the Development department under delegated authority or authorisation for the period 1 February 2022 – 28 February 2022.

The table in Attachment 2 provides further details in relation to actions performed under delegated authority and has been provided to Councillors under separate confidential cover.

Consultation:

Nil.

Statutory Environment:

Local Government Act 1995

Planning and Development Act 2005

- Part 10 Div. 2

Shire of Irwin Local Planning Scheme No.5

- Clause 11.3

Public Health Act 2016

Building Act 2011

Policy Implications:

Nil.

Financial/Resource Implications:

Nil.

Strategic Implications:

Our Brilliant Future – Strategic Community Plan 2021 - 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

Attachments:

Attachment Booklet – March 2022

ID01-03/22 Attachment 1: Table of Delegated Actions for February 2022, Development

CONFIDENTIAL Attachment Booklet – March 2022

ID01-03/22 Attachment 2: Detailed Table of Delegated Actions for February 2022, Development

Officer Recommendation:

RECOMMENDED:

That Council receives the Delegated and Authorised Actions for February 2022 as set out in Attachment 1 in Attachment Booklet – March 2022.

9.2. Committee Reports

9.2.1. Local Emergency Management Committee Meeting 1 December 2021

The minutes of the Local Emergency Management Committee Meeting held Monday 1 December 2021 have been provided as Attachment 9.2.1. in Attachment Booklet – March 2022.

RECOMMENDED:

That Council receives the Minutes of the Local Emergency Management Committee Meeting held Monday 1 December 2021.

9.2.2. Community Assistance Scheme & Events Committee Meeting 31 January 2022

The minutes of the Community Assistance Scheme & Events Committee Meeting held Monday 31 January 2022 have been provided as Attachment 9.2.2 in Attachment Booklet – March 2022.

RECOMMENDED:

That Council receives the Minutes of the Community Assistance Scheme & Events Committee Meeting held Monday 31 January 2022.

9.2.3. Shire of Irwin Audit Committee Meeting 17 March 2022

The minutes of the Shire of Irwin Audit Committee Meeting held Thursday 17 March 2022 have been provided as Attachment 9.2.3 in Attachment Booklet – March 2022.

RECOMMENDED:

That Council receives the Minutes of the Shire of Irwin Audit Committee Meeting held Thursday 17 March 2022.

COMMITTEE RECOMMENDATION TO COUNCIL

MOVED: Cr

SECONDED: Cr

That Council raise the issue of increased costs associated with mandatory Office of the Auditor General audits at the next Northern Country Zone of WALGA Meeting.

VOTING DETAILS:

Carried X/0

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

12. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION

13. MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC

14. CLOSURE