# **Shire of Brookton**

### Submission on Local Government Act Review – Phase 2

Note: These Key Responses relate to the commentary provided in Summary
Discussion Papers prepared by the Department of Local Sport and Cultural
Industries.

# **Council Meetings**

Public question time		
- Agree/Disagree		
Comment:		
Council promotes public question time revert to public questions and statements, with:		
All questions and statements to be submitted in writing prior to commencement of the meeting for ease of recording in the minutes.		
A time limit applied to each person (ie 5 minutes) asking a question, making a statement, or both.		
Managing interests		
- Agree/Disagree		
Comment:		
Council considers:		
There should only be two forms of interest: Direct and Indirect with clear definition of what both means.		
• There should be clearer definition of 'interest in common' what it applies too (i.e. CBH interests).		
Elected members should be empowered under legislation with a process/procedure to report inaccurate/misleading/lack of declarations of interest by other elected members and staff.		
Remote attendance		
- Agree/Disagree		
Comment:		
It is the Council view that remotes attendance be framed around the following parameters:		
Within 150kms mandatory attendance.		
Outside 150kms attendance by instant communication anywhere in the world, given the technology that is readily available.		
Cannot chair via remote attendance.		
Conoral Elector meetings		
General Elector meetings		
- Agree/Disagree Comment:		
Comment.		
Council purports that:		

- Annual elector meetings are ineffective and waste of time and resources.
- Members of the community should be encouraged to attend regulator ordinary council meetings to air their concerns or grievances through public questions and statements, and become involved in other ways such as through the Integrated Planning Process.
- The Annual Report and financials should only need endorsement by the Office of Auditor General and adoption by Council, with a copy made available to members of the public in hard copy or digital form from the Local Government website.

### Special elector meetings access to information for Council members

- Agree/Disagree

#### Comment:

### Council holds the view:

- Avenues and mechanisms already exist for members of the public to address Council at Ordinary Council Meetings, with these meetings generally occurring at least once a month for most Local Governments.
- Predominantly, if the IPR framework functions correctly there should not be a need to multiple electors meetings in a 12 month period.
- Should Special Elector Meetings be retained then suggestion that only one meeting on a particular issue can be entertained within a 12 month period is supported.

### **Meeting procedures**

- Agree/Disagree

# Comment:

- Regulations that consists of a fundamental set of protocols that provides consistency and transparency across all Local Governments in regard to conduct at meetings. These protocols should address the minimum standard of conduct by elected members, staff and members of the public. Additionally a standard methodology for meeting procedures should be included in legislation on uniform basis (i.e. to avoid manipulation of outcomes).
- A local law or policy can also be introduced to value add through introduction of additional procedures specific to each Local Government.
- The revocation procedures should be simplified to allow an Absolute Majority vote to revoke a council decision.
- There should be an embargo period upon which confidential items/reports are held in confidence prior to assessment for release to the public i.e. Australia Day Awards recipients or tender processes (to avoid manipulation of outcomes).
- The keeping of the minutes should fall under the responsibility of the CEO is an administrative function.
- Public notification of meeting times should be reduced to a minimum of 24 hours given the
  effectiveness of instant communication, with a compulsion for more than one medium to be used.

### **Elections**

How elections are conducted	
Compulsory voting	Agree/Disagree
Comment:	
Council is of the view that:	
Weller de la laboration d'accepte a Color to l'attendant de la color	
Voting should be at the discretion of the individual, with n	• • • • • • • • • • • • • • • • • • • •
promoting the importance of local government and the ro	ole it plays service delivery for local
communities.	A mana (Disa mana
First past the post	Agree/Disagree
Comment:	
Shire supports:	
First past the post as the most transparent and equitable a	approach as opposed to the preference
method that can be used to manipulate votes and encour	age party politics.
In-person/postal/electronic voting	Agree/Disagree
Comment:	
Council supports:	
Local Government elections conducted by the WA Elector	
independence, transparency, impartiality and professiona	
Postal and/or electronic voting to achieve a greater level	of participation and acceptance of elections
on a more contemporary approach.	
Property franchise	Agree/Disagree
Comment:	
Council considers:	
	a velo a company de company velo a conditione de constitución
Clarity is required for clearer definition under the Act as t	o who can and cannot vote and now they
register (i.e. an absentee land owner).	brough the MACC and not I cool
The process of registration to vote should be performed to the performance to the per	inrough the WAEC and not Local
government.	
Corporate franchise	Agree/Disagree
Comment:	Agi ee/ Disagi ee
Comment.	
As above.	
, a dove.	
Occupiore franchico	Agrae /Disagrae
Occupiers franchise Comment:	Agree/Disagree
Comment.	

### Council supports:

• The occupiers franchise. If this option is removed it may limit or constrain the opportunities for members of the local community to participate in a democratic process.

### Changing the election cycle

Agree/Disagree

Comment:

### Council supports:

- The current election cycle as it provides adequate time for elected members during a single term to make an effective contribution.
- The current cycle allows for continuity of knowledge with 50% of elected member positions potentially changing every two years.

### Representation

**Number of Council Members** 

Agree/Disagree

Comment:

#### Council supports:

- A minimum number of members (ie five) and a formula / ratio of elected member positions to constituents.
- The ratio should vary based on the allocated band of the local government.

### **Election of Mayors and Presidents**

Agree/Disagree

Comment:

Council holds the view:

- Mayors and Presidents should be elected from within the Council to ensure the balance of elected members have confidence in person fulfilling leadership position.
- A person elected to Mayor or President by popular vote through the general election process may not necessarily be the best person to lead the organisation and community.

Wards Agree/Disagree

Comment:

### Council supports:

- The retention of Wards At the discretion of each Council to determine.
- The opportunity for Wards to be used as part of reform to quell parochialism.

Set minimum population for wards

Agree/Disagree

Comment:

A minimum number of electors to established a Ward. This needs to align with ratios for elected member representation.		
Set mandatory population/requirement threshold for wards	Agree/Disagree	
Comment:		
Council agrees that:		
<ul> <li>Minimum / mandatory population thresholds for each Ward based or Local Government Authority.</li> </ul>	n the allocated band for each	
Electoral distribution Commissioners to oversee ward structure	Agree/Disagree	
Comment:		
Nil.		
Resolving ties	Agree/Disagree	
Comment:		
Nil.		
Candidates		
Who can run for Council	Agree/Disagree	
Comment:		
This Council supports:  • The status quo – no change to the legislation.		
	. (2)	
Candidate nomination	Agree/Disagree	
Comment:		
This Council holds the view:		
A candidate nomination should consist of more than 150 words with a	a maximum of 500 words.	
Social media use	Agree/ <mark>Disagree</mark>	
Comment:		
Council opposes the use of social media, as:		
<ul> <li>All candidates should comply with the code of conduct across all med</li> <li>Denying use of social media will avoid manipulation and misrepresent</li> </ul>	-	
Campaigns		
Campaign spending limit	Agree/Disagree	
Comment:	- Breek Bloom	
Council believes:		

• A campaign fund should be based on 50% of the population (e.g. 1000 = \$500.00) and to a maximum dollar threshold (\$10,000). This includes gifts and donations in relation to campaign material.

### **Donations/Gifts**

**Donation/Gift reform** Agree/Disagree

Comment:

### Council agrees:

- There should be an alignment of donations and gifts to that applied to elected members and employees for consistency and ease of understanding.
- A donation should not exceed more than \$1000 from any one donor or an accumulative total of the campaign spend limit.

**Prohibited election gifts** 

Agree/Disagree

Comment:

Council agrees that:

• The provision of election gifts should be consistent with the State and Federal standards.

**Donor declarations** Agree/Disagree

Comment:

Council is of the view:

• Mandatory requirements should apply in all circumstances to donor declaration to ensure transparency and accountability.

# **Community Engagement and Integrated Planning**

Community engagement charter and policies
Social media Agree/Disagree
Comment:
Council agrees with the summary paper that the legislation should mandate:
<ul> <li>The requirement for a Social Media policy that addresses its use by Local Government representatives and members of the community.</li> <li>Maximum financial penalties for significant misuse and abuse of social media platforms, with the ability for a Local Government to instigate legal proceedings should the severity warrant such action.</li> </ul>
aums, for a least out of members to measure regardings of contains and the
Integrated Planning and Reporting
Planning Agree/Disagree
Comment:
Council supports:
<ul> <li>The Strategic Community Plan (SCP) as an integral part of the Local Government, but this should not include core business (that is "business as usual" functions).</li> <li>The Corporate Business Plan (CBP) should entertain strategic initiatives identified/captured through the Community engagement and detailed in the SCP, as well as provide a separate or distinct listing of "business as usual" functions with measurable outcomes.</li> </ul>
Reporting Agree/Disagree
Comment:
Council believes:
<ul> <li>Progress of the Strategic Community Plan should <u>not</u> be reported to the Department of Local Government because it is the Community's aspirational document – not Council's. These aspirations may or may not be acted upon for a range of reasons.</li> </ul>
• The Corporate Business Plan should be reported to both the Community and the Department of Local Government on a performance basis. This is the Council's plan that consists of core business and other functions/projects that can be delivered by the Local Government within its capacity to do so.
<ul> <li>The method of reporting to the community should be undertaken at the Council's discretion</li> <li>The method of reporting to the Department of Local Government could form part of the Annual Compliance Audit Return (CAR).</li> </ul>
Integration and alignment Agree/Disagree
Comment:
Council believes:

- There should be a pathway that links the SCP and CBP that engages and provides opportunity for the community to participate in the planning process on a continual basis refer to Shire of Brookton (SoB) Innovation Pathway detailed within SCP.
- A pathway should be instilled that links the SCP with CBP refer to the Shire's Innovations Pathway in its SCP that involves the use of advisory groups with broad representation from the community.
- There is a need for a base template that frames the integrated framework to be embedded in the legislation, with the ability to flex and adjust to suit each local government not dissimilar to the Planning Model Scheme Text provides a base level of uniformity and understanding.
- Most of the Local Government IPR documents are poorly aligned and unrealistic against capacity to deliver.
- The IPR framework can achieve many outcomes if framed and implemented correctly, including being a communications plan, economic development plan, and community development plan. It's not just to integrate plans, but also can align Council with the local community and facilitate education of local government as to its purpose and effectiveness.

Flexibility Agree/Disagree

Comment:

- An IPR framework that is uniform in its presentation, but can also be modified to suit individual local governments.
- Base regulations should be created that provides a fundamental template with the ability to value add and modify is specific areas, however the principal framework and objectives are retained.
- Further discussion on this matter should the Department see this as warranted.

### **Complaints Management**

Compliant management policies and procedures Agree/Disagree

Comment:

Council supports:

• A uniform approach to dealing with complaints across all local governments (ie regulation for a policy/procedure not dissimilar to a Code of Conduct).

Customer Service Charter Agree/Disagree

Comment:

Council supports:

• A template detailing <u>minimum</u> criteria embedded within the Customer Service Charter which can be added to by respective Local Governments.

Independent review process for unresolved complaints

Agree/Disagree

Comment:

Council has formed the view that the legislation should:

- Encompass a process upon which unresolved complaints can be reviewed/addressed.
- Define and provide an avenue to also address vexatious complainants, with penalties to apply under the legislation should the conduct be deemed harassment by a higher authority following an impartial review/investigation of the matter.

# Interventions, oversight and enforcement

Investigations and inquiries		
Complaints process	Agree/Disagree	
Comment:		
Council supports:		
A defined process of referral to the Director General of the Department alleged minor or serious breach by an elected member or employee occurred for determination of the action that should be taken.		
State Government's ability to assist		
Remedial action process	Agree/Disagree	
Comment:		
Council supports:  • The appointment of an independent person to assist a local government of a	ent in addressing administrative	
deficiencies, and guiding the organisation to achieve required compliaction is taken.	_	
Ensuring compliance with the Local Government Act		
New offence – improper use of position	Agree/Disagree	
Comment:		
Council supports:		
<ul> <li>Additional measures being introduced to address "improper use of position" with these measures to apply to all current and former members of a local government, inclusive of elected members and employees.</li> </ul>		
New offence – knowingly providing false or misleading information to	Agree/Disagree	
Council		
Comment:		
Council supports:		
<ul> <li>Additional measures being introduced to address the provision of false or misleading information by a current and former members of a local government where it has 'knowingly' been performed.</li> </ul>		
New offence tendering requirements	Agree/Disagree	
Comment:		
Council supports:		

Provision in the legislation detailing a failure to comply with the tender regulations is a breach with an infringement applied for a minor breach and serve penalties for a serious breach. **Enforcement of the Local Government Act** Infringements Agree/Disagree Comment: Council agrees that: An infringement Scheme is appropriate in in some circumstances is preferred penalty to prosecution to address minor breaches of non-compliance where deemed necessary. Harmonisation Agree/Disagree Comment: Council agrees that: Harmonisation of the powers and procedures for municipal enforcement officers to support 'best practice' and align with other legislation for consistency and practicality. **Default penalties for local laws** Agree/Disagree Comment: Similarly, Council supports: Legislation that provides for default penalties to be applied to a local law for offence where such penalties are presently not prescribed. **Powers under the Local Government Act** Agree/Disagree Notice issued by a local government to require a person to undertake an action Comment: Council supports: Provision for a local government to issue formal notices for certain actions to be taken on private and publicly owned Land, with the ability to take further enforcement action or instigate other measures (ie legal proceedings) for failure to comply. Notice to secure a building Agree/Disagree Comment: Council agrees: With a new provision in the legislation providing ability for a Local Government to serve notice requiring a building to be secured in the interest of public safety. **Expanding the list of disused materials** Agree/Disagree Comment:

### Council supports:

• Amendment to the definition of "dis-used materials" to include a broad range of materials that when horded can result in public amenity and health issues or injuriously affect neighbouring land values.

### Framework for disposing of property

Agree/Disagree

Comment:

Council is in favour of:

- An improved framework for the disposal property, including type, when and how the property is disposed.
- The opportunity to 'freely' dispose of items under the capitalisation/asset threshold (ie \$5,000 value) on the open market through a simple listed purchase price or EOI process where the item is deemed redundant to the organisations needs.

### **Beneficial Enterprises**

Regional Councils	
	Agree/Disagree
Comment:	
Council is of the view that Regional Councils should:	
<ul> <li>Be supported in the legislation and promoted as an avenue of resour</li> <li>Function on a commercial basis with a focus on efficiency, accountable possible as a business unit for the participating Local Governments, which is the local government framework of governance and compliance.</li> </ul>	ility and profitability where
Regional subsidiaries	
	Agree/Disagree
Comment:	
As per comment above.	
Major trading undertaking and major land transactions	
	Agree/Disagree
Comment:	
Council supports:	
The current legislation applicable to a major trading undertaking and,	or major land transaction.
Council Controlled Organisations	
Competition with Private Sector	Agree/Disagree
Comment:	
Council believes the concept of CCOs:	

- Based on the WALGA and New Zealand models, has considerable merit.
- Must be qualified against a robust business case and framework, and have community support as outlined.
- Should not have a prescribed limit on financial investment by a local government based on the LG banding or categorisation, but rather follow the existing framework for major trading undertaking.
- Should be encouraged in consideration of equity partnerships with other entities (ie local governments, State Government, NFPs or the private sector).

# **Financial Management**

Investments	
Opportunities	Agree/Disagree
Comment:	
Council supports:	
<ul> <li>The requirements for an investment policy under the legislation that investment of funds based on level of risk. The policy before enacted of the OAG.</li> </ul>	
Debt	
Security over borrowing	Agree/Disagree
Comment:	
Council believes:	
The Legislation should require demonstration of capacity to pay and	the amount of debt as a
percentage of overall revenue and saleable assets.	
Public notice of borrowing	Agree/Disagree
Comment:	
Council is of the view that:	
A public notice inhibits the Local Government to be responsive to ge	neral market conditions. This is
contrary to being agile and smart, but is seen as inclusive.	a the IBB areas and CBB areas
Except for an emergency/urgent works, all borrowings should align t     listed against an early business on he listed in the against listed against a second business.	•
listed project or core business, or be listed in the annual budget, or be plan. All these measures involve public notification.	be outlined in a specific business
pian. All triese measures involve public notification.	
Procurement	
Align local government procurement rules with State Government	Agree/Disagree
Comment:	Agree/ Disagree
comment.	
Council completely agrees with alignment to the State Government to	ender regulations and standards
(including threshold):	criaci regulations and standards
<ul> <li>As this will ensure consistency in procurement of goods and services</li> </ul>	across both tiers of government.
Also provide consistency for suppliers when bidding for local government	_
<ul> <li>Simplify the auditing with the AOG accustom to one set of rules.</li> </ul>	
Application of tender threshold	Agree/Disagree
Comment:	
As per comment above.	
Timely payment of suppliers	Agree/Disagree

Comment:

### Council supports:

• Timely payments aligned to Australian Accounting standards.

### Regional price preference

Agree/Disagree

Comment:

Council position is that:

- The framework for Regional price preference should be structure on value for money, not just price.
- While 'buy local' is supported, it should not solely based on a price discount, as:
- Some local suppliers are not preferred due to poor performance and service delivery, mostly in relation to services, not goods.
- Small local governments cannot afford to accommodate a generous discount structure.
- Some local suppliers become heavily reliant and form a sense of entitlement on receiving local government business.

### **Annual Reporting**

Amend the financial ratios

Agree/Disagree

Comment:

### Council supports:

 Amendment or removal of the current ratios that don't add awareness or value to the correct financial position of local governments. Many of the ratios are distorted due to varying factors, with the current ratio framework somewhat misleading.

### **Building Upgrade Finance**

Support for this form of finance

Agree/Disagree

Comment:

Council is not fully understanding of the financing arrangement and does not believe the smaller local governments should be involved in a loan scheme of this nature.

# **Rates, Fees and Charges**

Rating  Local Government rates and revenue strategy	
Local Government rates and revenue strategy	
<u>.</u>	Agree/Disagree
Comment:	
Council believes:	
<ul> <li>The introduction of a Rating Strategy that provides increased clarit rating process is a positive outcome.</li> <li>The Rating Strategy should be modelled on a template that provid</li> </ul>	
definition rating terms and methodology applied across all local go	
<ul> <li>The Rating strategy should be aligned to the Long term Financial P</li> </ul>	
Public notice being given	Agree/Disagree
Comment:	
Council holds the view that:	
• A public notice should not be required if the rates review, revenue plan are reviewed every year as they should be.	e strategy and long term financial
<ul> <li>The information that is currently required to be published is gener often confused by property revaluations and regularly challenged circumstances.</li> </ul>	•
Differential Rates	Agree/Disagree
Comment:	, , , ,
Council does not apply differential rates and therefore has no commer	nt.
Ministerial approval	Agree/Disagree
Comment:	
As per comment above.	
Rating of mining licences	Agree/Disagree
Comment:	
Council does not apply rates to mining licences and therefore has no co	omment.
Rate exemptions	Agree/Disagree
Comment:	

Council supports:

• The only rate exemptions should be Crown Land which is undeveloped or Crown Land which has been vested in the Government – this should exclude residential and commercial development.

### **Exemptions for charitable organisations**

Agree/Disagree

Comment:

Council is of the view:

Exemptions should only apply to those charitable organisations who do not receive an income from commercial activities.

Fees and charges

Agree/Disagree

Comment:

- The setting of fees and charges via either option as detailed in the summary paper being Annual Rate Charges or cost recovery method.
- A Local Government being afforded the option to choose either method.

# **Administrative Efficiencies**

Detected Administrative Efficiencies	
Potential Administrative Efficiencies One size fits all approach to Local Governments in WA	Agree/Disagree
Comment:	Agree/ Disagree
Council believes:	
<ul> <li>Given the diversity across Western Australia, Local Governments should be taking into account the characteristics of population, geographic location a financial/resource capacity.</li> <li>Recognition needs to be given to those local governments that are affected seasonal demands from tourism, seasonal workforce, and FIFO arrangements.</li> <li>The requirements of the legislation (ie governance) should vary to align with of a local government.</li> </ul>	nd size, and I by external factors, such as nts.
Local Laws	
Consistency of Local Laws	Agree/Disagree
Comment:	
<ul> <li>Council is supportive of:</li> <li>State wide regulations replacing Local Laws with a policy framework that hat standing Orders being a uniform regulation applied to all local government</li> </ul>	_
Drafting of Local Laws	Agree/Disagree
Comment:	1.6.00/2.008.00
Council supports:	
<ul> <li>Model Local Laws prepared by the State Government in the event that unif opposed to local laws) isn't accepted, with flexibility for Local Governments provisions under aby way of a Policy or similar under the local law provision</li> <li>A model law not having to be publically advertised, only a Policy or similar to provisions.</li> </ul>	s to amend certain ns.
Review of Local Laws	Agree/Disagree
Comment:	<u> </u>
Council holds the view:  • Local laws should be reviewed every five years by the Local Government to	ensure they are
contemporary and relevant.	
Local Government Act Advisory Board	
Combining the grants commission with the advisory board	Agree/Disagree
-	•

Comment:

Council supports:	
The initiative to combine the Grants Commission and the Advisory Board wit an independent chair.	th broad representation and
Board requirement to determine question and summary – elector poll	Agree/Disagree
Comment:	0 ,
Council is of the opinion:	
<ul> <li>The Local Government should be responsible for preparing and the question the method of election the Mayor or Shire President to be sanctioned by th</li> </ul>	
Boundary changes, abolishing districts, names and ward representations	Agree/Disagree
Comment:	rigice/ bisagree
Council is of the view:	
The number of electors required to initiate boundary change and the like sh	_
Government categorisation (banding) with the ration of electors required to	
the greater, a minimum specified number (ie 200) or a percentage of the el	ectors (ie 10%).
Local Covernment (Misselleneous Provisions) Act 1000	
Local Government (Miscellaneous Provisions) Act 1960  New street alignments, prescribing and effect of etc.	Agree/Disagree
Comment:	Agreer Disagree
Comment	
Council's view:	
This provision is redundant.	
Cattle trespass, pounds, pound keepers and rangers	Agree/ <mark>Disagree</mark>
Comment:	
Council position:	
Council position.	
The provision should be amended to establish Local Government is the only	entity responsible for
impound of livestock, although Local Government may engage with a privat	
obtain their assistance.	,
Offences (specific to impounding livestock)	Agree/Disagree
Comment:	
Council's view:	
a. The current provision is redundant	
The current provision is redundant.	
Information provided to and decisions made by the Department and the	e Minister
-	Agree/Disagree

Comment:

#### Council is of the view:

- As a general comment, the reporting should streamlined where possible to reduce administration burden and duplication.
- Mandatory reports/documents should be prepared and be made readily available to the Department or Minister, with completion of such reported confirmed in Compliance Audit Return and verified by the OAG.

### **Absolute majority decisions**

- Agree/Disagree

#### Comment:

### Council supports:

 Anything of a significant financial nature or delegation of responsibility should require an Absolute Majority vote, otherwise a Simple Majority vote should suffice.

#### Other matters:

- CEO employment This Council maintains that the CEO should be employed by the State Government (ie Public Sector Commission) and not the Local Government. It is promoted that the State Government maintain a CEO pool and Local Governments enter a contract arrangement for a CEO of up to 5 years. This creates a separation when issues arise or relationships fracture between the CEO and elected members and allows for both/either to request assistance or redeployment is circumstances become untenable. It also provides improve/impartial recruitment, better management of conduct, and standardisation of remuneration across the CEO position.
- ➤ Other legislation Local Government Act needs to recognise and harmonise with other legislation imposed on Local Governments, and where possible, needs to be written taking into account other legislative requirements. Also, a defined list of prominent legislation and which piece of legislation prevails would be beneficial for Local Government (ie Mining Act prevails over the Local Government Act).
- ➤ **Tourism accommodation** The legislation needs to recognise the impact of tourism on local services and infrastructure with provision for a 'bed tax' to be applied to tourist accommodation to financially assist with the provision and maintenance of infrastructure.
- > Section 3.53 of Local Government Act, 1995 Council supports the removal of this provision as unvested/unallocated Crown Land (and facilities there on) is the responsibility of the State Government, not Local Government.
- ➤ Parish Councils (or similar) Council supports the notion of Parish Council being introduced in the legislation as an option that may assist in leading to greater reform and resource sharing. This is particularly relevant to the Regional areas where small Local Governments struggle maintain sustainability.