

SHIRE OF KOJONUP



Special Council Minutes

2nd May 2006

SHIRE OF KOJONUP

SPECIAL COUNCIL MEETING – 2nd MAY 2006

THE PURPOSE OF THE MEETING IS TO CONSIDER THE CODE OF CONDUCT FOR ELECTED MEMBERS AND STAFF.

MINUTES

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The President declared the meeting open at 3.00pm and alerted the meeting of the procedures for emergencies including evacuation, designated exits and muster points.

The President read the following statement:

Disclaimer

No person should rely on or act on the basis of any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

The Shire of Kojonup expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the meeting.

Where an application for an approval, a license or the like is discussed or determined during the

meeting, the Shire warns that neither the applicant, nor any other person or body, should rely upon that discussion or determination until written notice of either an approval and the conditions which relate to it, or the refusal of the application has been issued by the Shire.

2. ATTENDANCE, APOLOGIES & LEAVE OF ABSENCE

Cr Jill Mathwin Shire President

Cr Jane Trethowan Deputy Shire President

Cr John Benn

Cr Pat Bunny

Cr Will Carrington-Jones

Cr Rosie Hewson

Cr Greg Marsh

Cr Frank Pritchard

Cr Geoff Thorn

Mr Stephen Gash Chief Executive Officer

Mrs Rosemary Cussons Personal Assistant

APOLOGIES

Cr Ernie Graham

3. PUBLIC QUESTION TIME

Nil

4. SUMMARY OF RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

5. **APPLICATIONS FOR LEAVE OF ABSENCE**

Cr E Graham passed on his apologies for the meeting in writing.

6. **CONFIRMATION OF MINUTES**

Nil

7. **ANNOUNCEMENTS** by the Presiding Member without discussion.

Nil

8. **PETITIONS, DEPUTATIONS & PRESENTATIONS**

Nil

9. **DECLARATIONS OF INTEREST**

Nil

10. **CORPORATE & COMMUNITY SERVICES REPORTS**

10.1 CODE OF CONDUCT

DATE: 28th April 2006

AUTHOR: Stephen Gash - Chief Executive Officer

FILE: 04.02.04

DECLARATION OF INTEREST

Nil

SUMMARY

Review of the Shire of Kojonup's Code of Conduct for Councillors and Staff

BACKGROUND

The Local Government Act requires every local government to have a Code of Conduct. Council adopted its current code in January 2004. The legislation also places a

responsibility on Council to review it within 12 months of each annual Election Day.

COMMENT

A copy of the adopted Code has been previously circulated to all Councillors when they were elected or when the Code was last reviewed. The Code of Conduct was reviewed at a briefing session on 19th April 2006. The only alterations suggested were:

- the inclusion of caretaker provisions;
- the separation of staff and elected members standard of dress; and
- minor formatting issues and update of signatories.

A copy of the proposed Code of Conduct is attached to this agenda.

CONSULTATION

The matter is one that does not require consultation with the general public.

STATUTORY REQUIREMENTS

Section 5.103 of the Local Government Act requires a local government to adopt or prepare a Code of Conduct for elected members and staff. The Local Government (Administration) regulations also prescribe various matters on levels of token gifts, etc.

Elected members will also be required to abide by the Local Government (Official Conduct) Amendment Bill. Once this legislation has been passed and instructions issued by the Department of Local Government and Regional Development, Council should review its code of conduct to ensure alignment with the legislation.

POLICY IMPLICATIONS

There are no known policy implications.

FINANCIAL IMPLICATIONS

There is no financial implication in reviewing the Code.

STRATEGIC IMPLICATIONS

The Code provides elected members and staff of the Shire with:

- consistent guidelines for acceptable standards of professional conduct;
- a guide and a basis of expectations for elected members and staff;
- encourages a commitment to ethical and professional behaviour; and
- outlines principles in which individual and collective local government responsibilities may be based.

OFFICER RECOMMENDATION

That Council adopts the Shire of Kojonup's Code of Conduct for elected members and staff as attached.

COUNCIL DECISION

56/06 MOVED Cr Thorn that Council adopts the Shire of Kojonup's Code of Conduct for elected members and staff as attached and as subjected to the correction of typographical errors.

CARRIED 9/0

1. CLOSURE

There being no further notice of business for the Special Meeting under section 5.5 of the Local Government Act 1995, the President thanked the members for their attendance and declared the meeting closed at 3.13pm.

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