



Additional information

Ordinary Meeting of Council

Wednesday, 15 December 2021, 6.00pm

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FPOL2112-3 GILBERT FRASER RESERVE SCOREBOARD



**C2112-1 LOCAL GOVERNMENT REFORM PROPOSALS 2021 –SUBMISSION
TO DLGSC**

Department of Local Government, Sports and Cultural Industries Information Sheets

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Improved financial management and reporting

Improved financial management and reporting

Local Government Reform

Clear and accurate financial management and reporting is critical for public confidence in local government. Currently, local governments across Western Australia have to comply with the same financial reporting requirements, even though local governments range from less than 200 residents to a population of more than 200,000 people.

Model financial statements

New standardised templates will be established for local government financial statements:

- large (band 1 and 2) local governments will have financial statements similar to those already used, with minor amendments and streamlining
- where possible smaller (band 3 and 4) local governments will have more streamlined standard financial statements, reflecting the generally less complex operations of smaller local governments.

Rates and revenue policy

All local governments will adopt a short Rates and Revenue Policy. The policy will provide greater clarity for ratepayers by linking the cost of services and the maintenance of assets (such as roads and recreation facilities) to the setting of rates.

Reforms for financial ratios

The financial metrics reported on the MyCouncil website ([/local-government/community/my-council/mycouncil](https://www.dlgsc.wa.gov.au/departments/publications/publication/improved-financial-management-and-reporting)) will be reviewed and adjusted to ensure they best reflect the underlying financial position of the local government.

Credit card statements publicly reported to council

New reforms will introduce a requirement that employee credit card statements are to be provided to council at meetings on a monthly basis.

Other minor reforms

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[Improved financial management and reporting.pdf \(664 KB\)](https://www.dlgsc.wa.gov.au/docs/default-source/local-government/local-government-reform/improved-financial-management-and-reporting.pdf?sfvrsn=87cfffac_1)
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Improved financial management and reporting

Other changes to the legislation will provide for general improvements for financial management:

- Changes to require audit and risk committees to bolster local government oversight, and allowing regional local governments to share audit and risk committees to reduce costs.
- Reforms will allow local governments to provide fixed-interest loans to building owners to fund specific building upgrade finance, such as for green energy investments, and for heritage preservation works.
- The cost of waste collection services provided to a property will be required to be separately stated on any rates notice for that property. This provides ratepayers with clear transparency for what waste collection services cost.

The State Government is also considering potential further reform for regional subsidiaries, and other financial and risk management initiatives.

Feedback

To provide your feedback on these reforms, please email your comments to actreview@dlgsc.wa.gov.au (<mailto:actreview@dlgsc.wa.gov.au>) by 4 February 2022.

Related pages

- [Local government reforms \(/local-government/strengthening-local-government/public-consultations/local-government-act-reform-consultation\)](#)

Page reviewed 26 August 2021

11/10/21, 8:50 AM

Clearer roles and responsibilities

Clearer roles and responsibilities

Local Government Reform

The Local Government Act 1995 (the Act) outlines the role of council, elected members and the Chief Executive Officer (CEO). Ambiguity in these roles can be a source of dispute within local governments.

Amendments to further define these roles and responsibilities in the Act will help to address this.

Principles

New principles will be included in the Act to foster a culture of better practice, based on the recommendations of the Local Government Review Panel Report. New principles will include:

- recognition of the unique status of Aboriginal Western Australians
- recognition of tiers (based on SAT bands)
- guidance for community
- engagement guidance for financial management.

Communication agreements

Local governments will be required to introduce a communications agreement outlining communications process between councillors and the CEO.

Elected members

Elected members will only be able to use the title of their local government position

while performing their role in an official capacity.

Statewide caretaker period

A statewide caretaker period for local governments is proposed. This means that all local governments across the State will have the same clearly defined election period, during which all councils operate on a caretaker basis.


Superannuation allowances

Local governments will be able to decide to make superannuation contributions

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 **Clearer Roles and Responsibilities.pdf (472 KB)**
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for elected members. Councils will also be able to decide to cover tuition fees for elected members who undertake further study related to local government.

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Clearer roles and responsibilities

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Clearer roles and responsibilities

CEO recruitment

DLGSC will establish an approved panel of CEO recruitment panel members for the role of independent person on a recruitment and selection panel. Local governments will be able to appoint people outside of the designated panel with approval from the Local Government Inspector.

The role of CEOs

Roles will be further defined, providing a greater understanding of the CEO's responsibilities and clear delineation between the functions of council and the CEO, as leader of the administration.

WALGA

In accordance with the Local Government Review Panel Report's recommendation, WALGA will no longer be constituted under the Local Government Act 1995. This will provide clarity that WALGA is not a State Government entity.

Feedback

To provide your feedback on these reforms, please email your comments to actreview@dlgsc.wa.gov.au (<mailto:actreview@dlgsc.wa.gov.au>) by 4 February 2022.

Related pages

- [Local government reforms \(/local-government/strengthening-local-government/public-consultations/local-government-act-reform-consultation\)](#)

Page reviewed 26 August 2021

Stronger local democracy and community engagement

Local Government Reform

Election and community engagement reforms are proposed to empower ratepayers to participate in local democracy and decision-making.

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Direct election of the mayor or president

All electors in large local governments will be able to vote directly for the mayor or president, giving ratepayers more power to choose the leadership of their council. This reflects a broader trend, with councils such as Stirling and Rockingham already having moved to a public vote for the election of their mayors.

Preferential voting

Local government elected members will be elected by preferential voting, which is the same as State and Federal elections. Preferential voting ensures the elected council best reflects community views.

Consistent number of elected members

To increase consistency, the number of elected members on any council will be set based upon the population within that local government. The Local Government Panel Report recommended a number of elected members as follows:

- population of up to 5000 — 5 councillors (including the president)
- population of between 5000 and 75,000 — 5 to 9 councillors (including the mayor/president)
- population of above 75,000 — 9 to 15 councillors (including the mayor).

No wards for small local governments

Wards in small local governments can cover very limited areas, with small populations. This means that councillors are more likely to be elected unopposed, or with a very small number of votes. In line with a broader trend, it is proposed that wards for all small local governments be abolished.

Reforms to ensure valid candidate and voter eligibility



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(https://www.dlgsc.wa.gov.au/docs/default-source/local-government/local-government-reform/stronger-local-democracy-and-community-engagement.pdf?sfvrsn=7050e65a_1)

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Stronger local democracy and community engagement

Rules for who is eligible to vote or run for council will be tightened, ensuring that only legitimate residents or businesses will be eligible. New laws will prevent candidates from using sham leases in council elections. The basis for why a candidate is eligible to run will also be required to be publicly disclosed.

Community engagement charter

Local governments will be required to establish a Charter which sets out how it will engage with ratepayers and the community about the local government's proposed policies, initiatives, and projects. A model Charter will be published to assist local governments who wish to adopt a standard Charter.

Other amendments

There are also more reforms proposed to further enhance local government democracy and community engagement, including proposed minor changes to the annual meeting.

Feedback

To provide your feedback on these reforms, please email your comments to actreview@dlgsc.wa.gov.au (<mailto:actreview@dlgsc.wa.gov.au>) by 4 February 2022.

Related pages

- [Local government reforms](#) ([/local-government/strengthening-local-government/public-consultations/local-government-act-reform-consultation](#))

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Reducing red tape, increasing consistency and simplicity

Reducing red tape, increasing consistency and simplicity

Local Government Reform

The State Government is reducing unnecessary red tape to help facilitate delivery of small projects and support small business. Changes to the Local Government Act 1995 and associated legislation will include a streamlined approach to facilitating al fresco dining, minor signage, and driveway approvals.

Improving the efficiency and consistency of local government will deliver significant benefits for small businesses, community organisations, and residents and ratepayers.

Standardised meeting procedures across all local governments

The procedures for all council meetings, including for public question time, will be standardised across the State. This will improve consistency, and make engaging with council decisions simpler and easier.

Greater consistency for small business

Reforms will introduce standard approvals for key local government regulations and approvals, including:

- alfresco and outdoor dining
- minor small business signage
- rules community events.

Many of these reforms build on the planning reforms already implemented by the State Government. They also complement the ongoing innovations by local governments, and initiatives by the [Small Business Development Corporation](https://www.smallbusiness.wa.gov.au/)

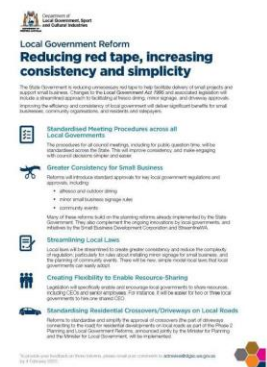
(<https://www.smallbusiness.wa.gov.au/>) and [StreamlineWA](https://www.wa.gov.au/government/streamline-wa)

(<https://www.wa.gov.au/government/streamline-wa>).

Streamlining local laws

Local laws will be streamlined to create greater consistency and reduce the complexity of regulation, particularly for rules about installing minor signage for small business, and the planning of community events. There will be new, simple model local laws that local governments can easily adopt.

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(https://www.dlgsc.wa.gov.au/docs/default-source/local-government/local-government-reform/reducing-red-tape-increasing-consistency-and-simplicity-sfvrns-63900384_1.pdf)

Creating flexibility to
enable resource-
sharing

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Reducing red tape, increasing consistency and simplicity

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Reducing red tape, increasing consistency and simplicity

Legislation will specifically enable and encourage local governments to share resources, including CEOs and senior employees. For instance, it will be easier for two or three local governments to hire one shared CEO.

Standardising residential crossovers/driveways on local roads

Reforms to standardise and simplify the approval of crossovers (the part of driveways connecting to the road) for residential developments on local roads as part of the Phase 2 Planning and Local Government Reforms, announced jointly by the Minister for Planning and the Minister for Local Government, will be implemented.

Feedback

To provide your feedback on these reforms, please email your comments to actreview@dlgsc.wa.gov.au (<mailto:actreview@dlgsc.wa.gov.au>) by 4 February 2022.

Related pages

- [Local government reforms \(/local-government/strengthening-local-government/public-consultations/local-government-act-reform-consultation\)](#)

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Greater transparency and accountability

Local Government Reform

Ratepayers and the public expect local government decision making to be clear and transparent. During the COVID-19 pandemic, councils across the State demonstrated how online engagement can bolster public participation in local government decision-making.

Mandatory recording of council meetings

Large local governments will be required to livestream meetings, and post recordings online. Smaller local governments will be required to record and publish audio recordings.

Guidance for confidential meeting items

Clear rules will define the types of decisions that can be made by councils in confidential meetings, and recordings of those decisions will be required to be stored as permanent records.

Transparency and accountability through online registers

There will be new state-wide standards for reporting of important local government transactions online, including:

- a Lease Register about the leases the local government is party to (either as lessor or lessee)
- a Community Grants Register to outline all grants and funding provided by the local government
- a Contracts Register that discloses all contracts or procurement with a value of \$100,000 or more
- an Interest Disclosure Register which collates all disclosures made by elected members about their interests related to matters considered by council
- an Applicant Contribution Register accounting for funds collected from applicant contributions, such as cash-in-lieu for public open space or car parking.

Transparency of CEO key performance indicators

The Key Performance Indicators (KPI) used to measure the performance of the

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(https://www.dlgsc.wa.gov.au/docs/default-source/local-government/local-government-reform/greater-transparency-and-accountability.pdf?sfvrsn=76c1922a_1)

CEO will be made publicly available, and the results will also be reported. The CEO will also have the right to publish comments to provide context to the results.

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Greater transparency and accountability

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Greater transparency and accountability

Consistent recording of all votes

To provide consistent transparency of decision-making across all local governments, all votes cast by all councillors for all decisions on council will be required to be reported in council minutes.

Feedback

To provide your feedback on these reforms, please email your comments to actreview@dlgsc.wa.gov.au (<mailto:actreview@dlgsc.wa.gov.au>) by 4 February 2022.

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Earlier intervention, effective regulation and stronger penalties

Earlier intervention, effective regulation and stronger penalties

Local Government Reform

Problems, disputes and dysfunction within local government impacts upon ratepayers, local businesses, and local government services.

Complaints relating to local governments should be resolved quickly to reduce the risk of damage that may be done when there are serious problems in how a local government is functioning.

Local government oversight needs to be focused on targeting and fixing significant problems and stopping misconduct.

The Local Government Inspector

A new oversight inspector for local government will be appointed to handle complaints, manage investigations, and coordinate the proactive resolution of significant problems identified within local governments. The inspector will have the authority to receive complaints about local government CEOs.

Local Government Monitors

Specialist independent monitors appointed by the Inspector will visit and work with local governments to fix problems, to provide for faster resolution where problems are identified.

Stronger penalties

Stronger penalties will be imposed by a new Conduct Panel. This will include short-term disqualification or withholding of allowances for elected members who have been found to be in breach of the Local Government Act or Regulations.

Mandatory training

Elected members who do not complete mandatory training within a certain time will not be eligible for any allowances or sitting fees. They will also be liable for other penalties.

Rapid red card resolutions

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Earlier intervention, effective regulation and stronger penalties

Mayors and presidents will have consistent powers to eject anyone who disrupts a council meeting, with appropriate checks and balances by the Local Government Inspector, to prevent the misuse of these powers. This reform will also be supported by mandatory audio or video recording of council meetings.

Other amendments

Other amendments may further strengthen oversight of local government. Early intervention and oversight reforms will also be supported by the other reforms, especially new transparency and democratic decision-making reforms.

Feedback

To provide your feedback on these reforms, please email your comments to actreview@dlgsc.wa.gov.au (<mailto:actreview@dlgsc.wa.gov.au>) by 4 February 2022.

Related pages

- [Local government reforms](#) (</local-government/strengthening-local-government/public-consultations/local-government-act-reform-consultation>)

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C2112-2 CITY OF FREMANTLE STANDARDS FOR CEO RECRUITMENT, PERFORMANCE AND TERMINATION POLICY

SCHEDULE B



Position Description

Chief Executive Officer

Position No:	11101
Position classification:	Senior Officer as per the <i>Local Government Act</i>
Status:	Fixed Term Full Time
Hours per week:	37.5 minimum
Position revised on:	14 January 2020
Directorate:	CEO
Business unit:	
Service area:	
Location:	70 Parry Street, Fremantle
Reports to:	Mayor
Reporting line:	Director People and Culture Director Community Development Director City Business Director Infrastructure Director Strategic Planning and Projects Manager Governance Manger Arts and Culture

1 Primary objective(s) of the position

- On behalf of the Mayor and Council, oversees the strategic direction and leads the business operations of the City of Fremantle, to be a proactive organisation and to achieve the City's vision, according to the values of good governance, strong leadership, community engagement and inclusiveness.
- Deliver on annual Key Performance Indicators as determined by the CEO Performance Review Committee.

2 Duties

Leadership and Management

- Provides contemporary leadership of the organisation to ensure excellence in service delivery and customer satisfaction.
- Leads, directs, inspires and develops members of the Senior Management Group.
- Leads, directs, develops and reviews the City's Strategic Plan and vision that addresses the City's long term strategic focus in: service delivery, organisational capability, economic development and governance needs.
- Directs and ensures the effective strategic management, development and continuous improvement of the organisation's services, its people and resources.
- Ensures the implementation of best practice policies and standards for effective human resource management in all areas of the organisation.
- Directs the management of the organisation's resources including: people, financial, physical and information to ensure they are available, effective and deployed to address each directorate's plans and obligations.
- Effectively directs and manages projects and day to day activities of the CEO and Mayor's office.
- Facilitates the effective operation of the Council and committee systems, seeking to maximise Elected Member and community involvement.

Strategic Stakeholder Engagement

- Builds high level and effective strategic relationships which facilitate the achievement of investment and business development initiatives for the City.
- Develops and maintains effective relationships with key stakeholders, government bodies and represents the City on external committees and working parties.
- Directs the planning and forecasting for the City's development responding to the changing external environment, through community consultation, to enhance the economic, environmental and social development of the City.
- Oversees the development and implementation of community engagement and promotions programs that represents Fremantle's interests in the wider community.
- Ensures all directorates cooperate with external auditors.
- Oversees the processing of legislative and regulatory amendments and information dissemination to appropriate stakeholders.
- Initiates and supports opportunities for co-operative projects and activities with other opportunities and external agencies.

Change Management and Organisational Culture

- Leads and drives organisational cultural change to ensure an optimal working environment and employee attraction/retention, against best practice standards in Australia/New Zealand.
- Monitors and interprets business change in the external environment that impacts on the City's strategic directions.

Financial Management

- Coordinates the development and preparation of the City's annual budget, PAP and five year plan, overseeing the monitoring process to ensure operation within budgetary parameters.
- Manages and reviews the City's financial resources on an ongoing basis to ensure they are enhanced and effectively utilised in responding to the needs of the City, Council and community.

Governance

- Ensures the organisation's activities are managed in accordance with public sector management principles and best practice.
- Oversees the development and execution of policies, executive directions and frameworks to comply with legislation.
- Oversees the practice of open, transparent and accountable governance.
- Ensures accurate and timely advice and support is given to Council and other stakeholders to execute Council's decisions and business.
- Ensures the City's risk and safety management framework is effective and integrated in its roles, responsibilities, communications and reporting structure to minimise liability exposure.

Customer Focus and Business Improvement

- Develops, implements and monitors measuring tools and initiatives to identify internal and external customer satisfaction and conceives and executes strategies to improve service delivery and experience.
- Leads the ongoing business improvement and customer service ethos in teams and across the organisation.
- Actively promotes, develops and/or implements improvements in Council policies, city management directives, procedures and to facilitate business improvements.

3 Selection Criteria - Essential

- Bachelor degree, Postgraduate degree or Masters in management or a relevant Local Government field.
- Substantial executive management or CEO experience leading a complex, multi-disciplinary organisation.
- Strong personal capability and commitment to lead, inspire and initiate to achieve the City's vision.
- Highly developed strategic financial planning and budgetary management skills, with demonstrated performance.
- Highly developed strategic human resource management skills including the demonstrated capacity to build and coach high-performing teams.
- Highly developed interpersonal and presentation skills, including the ability to negotiate, influence and consult across diverse stakeholders to deliver strategic outcomes.
- Highly developed understanding and extensive experience in managing the diverse constraints of political, socio-economic and legislative systems effecting Local Government.
- Well-developed understanding of contemporary environmental protection and sustainability issues impacting on Local Government.
- Highly developed conceptual and analytical skills to resolve complex problems with sound judgment.
- Substantial strategic change and project management experience.
- Well-developed information systems and computer skills.
- A current Western Australian 'C' Class Driver's Licence or equivalent.

3.1 Selection Criteria - Desirable

- Substantial executive management or CEO experience in a large Local Government(s).
- Well-developed macro-level knowledge of Local Government economic, social, and recreational and land-use planning issues.

4 Other Specific details

Extent of authority	This position operates under broad direction but within limits of City policy and relevant legislative constraints.		
Position has purchasing authority in line with procedure	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/>

5 Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the job.

Mayor's signature _____ Date _____

As position holder I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

CEO's signature _____ Date _____