

TOWN OF BASSENDEAN

NOTICE OF THE INAUGURAL MEETING OF THE

COMPLAINTS COMMITTEE

Dear Committee Member

The inaugural meeting of the Complaints Committee will be held in the Council Chamber, 48 Old Perth Road, Bassendean on Wednesday 14 September 2021, commencing at 6.00pm.

Ms Peta Mabbs
CHIEF EXECUTIVE OFFICER

7 September 2021

A G E N D A

1.0 DECLARATION OF OPENING; ANNOUNCEMENT OF VISITORS; ACKNOWLEDGEMENT OF COUNTRY

Acknowledgement of Traditional Owners

The Town of Bassendean acknowledges the past and present traditional owners of the land on which we gather to conduct this meeting, and pays its respects to their Elders, both past and present.

2.0 ELECTION OF PRESIDING AND DEPUTY PRESIDING MEMBERS

As this is the inaugural meeting of the Complaints Committee, the positions for Presiding Member and Deputy Presiding Member are to be decided.

The Local Government Act, Section 5.12 states: *that members of a committee are to elect a presiding member and Deputy Presiding Member from amongst themselves in accordance with Schedule 2.3.*

Nominations for Presiding Member

Mr Paul White, Director Corporate Services, will conduct the election of the Presiding Member under delegated authority of the Chief Executive Officer.

Nomination for Deputy Presiding Member

The Presiding Member will then call for nominations for Deputy Presiding Member.

Nominations for both of the aforementioned positions are to be made in writing on the provided nomination form attached. If there is more than one nomination for each position a secret ballot will be conducted to decide the positions.

3.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

4.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

5.0 DECLARATIONS OF INTEREST

6.0 PUBLIC QUESTION TIME

15 minutes will be allocated for questions by members of the public on matters contained in the agenda. Each member of the public with a question is entitled to ask up to two questions before other members of the public will be invited to ask their questions.

7.0 CONFIDENTIAL REPORT

Item No. 7.1	Code of Conduct – Alleged Breach by a Councillor
Property Address (if applicable)	
Landowner/Applicant (if applicable)	
File Ref/ROC	GOVN/COUNCLS/21
Previous Council Reports (if applicable)	
Directorate	Corporate Services
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input checked="" type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 1	Code of Conduct for Council Members, Committee Members and Candidates
Confidential Attachment No. 1	Complaint Report with Annexures, Australia Wide Investigations dated 2 September 2021

This matter is to be considered with members of the public excluded from the Chamber under Clause 5.23 (2) (a) of the Local Government Act as the officer report discusses a matter affecting an employee or employees

8.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**9.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING****10.0 CLOSURE**



TOWN *of* BASSENDEAN

COMPLAINTS COMMITTEE

NOMINATION FOR PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER

I would like to nominate _____ (insert name)
for the position of Presiding Member/Deputy Presiding Member (circle
position applicable) of the Complaints Committee.

Name: _____

Signed: _____

Dated: _____