

## COMPLIANCE REPORT ASSESSMENT

### WINGECARRIBEE SHIRE COUNCIL

Performance improvement order dated: 8 September 2020

Period for compliance with order: First compliance report due 2 months from date of service of the Order

Date of first compliance report: 5 November 2020

Date of assessment: 12 November 2020

Terms of the order relating to first compliance report		Council's first compliance report	OLG's assessment
Action required	<p>1. All councillors undergo training in relation to:</p> <ul style="list-style-type: none"> <li>(a) their role as elected representatives;</li> <li>(b) their obligations under work, health and safety legislation with particular reference to bullying;</li> <li>(c) their obligations under Council's "<i>Councillor's Access to Information and Interaction with Staff</i>" policy;</li> <li>(d) their obligations under Council's Code of Conduct with a focus on the proper disclosure and management of conflicts of interests and respectful behaviours; and</li> <li>(e) meeting procedures and the respectful participation at Council and committee meetings.</li> </ul>	<p>All councillors attended training sessions held on 7 and 30 October 2020.</p>	<p><b>FULL COMPLIANCE</b>            Council has confirmed the attendance of all councillors at the training and given a satisfactory explanation for the part absence of one councillor. The training materials provided with the compliance report indicate that the training sessions were thorough and addressed all matters identified in the Order.            OLG's observations of one meeting support an improvement in Council's meeting practices.            Additionally, information on the <i>Councillor Access to Information and Interaction with Staff</i> policy was provided by way of email to all councillors.</p>
	<p>2. The Mayor undergo training on the effective chairing of meetings.</p>	<p>Training on chairing of meetings was provided to the Mayor on 29 October 2020.</p>	<p><b>FULL COMPLIANCE</b>            In addition to the separate training provided to the Mayor, OLG is aware that the temporary adviser, appointed</p>

			to support the Council at its meetings, has also provided support to the Mayor.
	3. All councillors participate in a structured mediation process to be undertaken by a temporary adviser appointed under this Order.	The temporary adviser appointed to undertake mediation processes has conducted: <ul style="list-style-type: none"> <li>• pre-mediation conferences with individual councillors on 8 and 9 October 2020</li> <li>• individual meetings and mediations with various parties on 15 October, 22 and 23 October</li> <li>• all councillor mediation session on 21 October</li> </ul>	<b>FULL COMPLIANCE</b> All councillors have participated in the mediation process. OLG's observation of one meeting indicates that the mediation process appears to have improved the relationships at the meetings. Councillors appear to have benefitted from the mediation process.
Reporting timeframes	First compliance report due 2 months from date of service of the Order to report on the required training and mediation process. Final compliance report due 4 months from date of service of the Order on the conduct of its meetings.	First compliance report received on 5 November 2020.	The reporting timeframe for the first compliance report has been met.
Evidence to be provided	Attendance sheets and resource documentation for all training sessions conducted as required by the Order.	Training information for sessions has been provided with the first compliance report. Councillor attendances confirmed in the first compliance report.	The temporary adviser was given an opportunity to review the compliance report and supported the report. All documentation required by the Order was provided with the compliance report.

*Has the performance improvement order been implemented to the satisfaction of the Minister to date?*

Council has fully complied with the requirements of the order relating to training and mediation. It is encouraging to see that councillors have committed to improving the relationships at Council and this is evident in how they have conducted themselves at a recent meeting.

*Is any further intervention required? If yes, recommended intervention action to be specified.*

Final compliance report due by 8 January 2021. This requires Council to report on the conduct of its meetings following the training and mediation.