



SPECIAL MEETING OF COUNCIL

PUBLIC

AGENDA

14 OCTOBER 2021



PO Box 42, 14 White Street, Brookton WA 6306



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NOTICE OF MEETING

14 October 2021

**14 White Street
Brookton, WA 6306**

Dear Councillor, Resident or Ratepayer,

Notice is hereby given that a Special Meeting of the Brookton Shire Council will be held on Thursday 14 October 2021 in the Council Chambers at the Shire Administration Centre commencing at 5.00pm.

The business to be transacted will be the appointment of a Chief Executive Officer.

Please Note: That the meeting will be discussing a confidential item so the meeting may be closed to the public when that item is being discussed.

Paul Sheedy
ACTING CHIEF EXECUTIVE OFFICER
12 October 2021

DISCLAIMER

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Brookton warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Brookton for any act, omission or statement or intimation occurring during a Council meeting.

TABLE OF CONTENT

1.10.21	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	4
2.10.21	RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE.....	4
3.10.21	PUBLIC QUESTION TIME	4
4.10.21	APPLICATIONS FOR LEAVE OF ABSENCE.....	4
5.10.21	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION	4
6.10.21	DISCLOSURE OF INTERESTS	4
7.10.21	CHIEF EXECUTIVE OFFICER APPOINTMENT.....	5
8.10.21	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	6
9.10.21	CLOSURE OF MEETING	6

1.10.21 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

On behalf of Council, I would like to acknowledge that this meeting is being held on the traditional lands of the Nyoongar People and pay respect to all Elders, past, present, and emerging. I wish to acknowledge and respect local people's continuing culture and the contribution they make to Country and it's life.

2.10.21 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**3.10.21 PUBLIC QUESTION TIME****4.10.21 APPLICATIONS FOR LEAVE OF ABSENCE****5.10.21 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION****6.10.21 DISCLOSURE OF INTERESTS**

Members and Officers to declare Financial, Proximity or Impartiality Interests & submit forms to the Chief Executive Officer at the commencement of the meeting and prior to the item.

Disclosure of Financial & Proximity Interests

- a. Members must disclose the nature of their interest in matters to be considered at the meeting. (Sections 5.60B and 5.65 of the *Local Government Act 1995*).
- b. Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the *Local Government Act 1995*).

Disclosure of Interest Affecting Impartiality

- a. Members and staff must disclose their interest in matters to be considered at the meeting in respect of which the member or employee has given or will give advice.

That Council close the meeting to the public in accordance with Section 5.23(2)(a) as this item relates to a matter, that if disclosed would reveal information of a matter affecting an employee or employees.

7.10.21	CHIEF EXECUTIVE OFFICER APPOINTMENT
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File No:	ORG047
Date of Meeting:	14 October 2021
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Sylvana Caranna – Executive Recruitment & Human Resources Project Consultant (LO-GO Appointments)
Authorising Officer:	Paul Sheedy – Acting Chief Executive Officer
Declaration of Interest:	The author and authorising officer do not have an interest in this item
Voting Requirements:	Absolute Majority
Previous Report:	17 June 2021, 16 July 2021 & 19 August 2021

Summary of Item:

This item is to ensure that Council meets the requirements of the Local Government (Administration) Amendment Regulations 2021 – Guidelines for the Local Government CEO Recruitment and Selection, Performance and Termination, that were amended in February 2021 and to endorse the appointment of a new CEO in line with the guidelines and the Chief Executive Officer (CEO) Recruitment Panel recommendation.

EMPLOYMENT COMMITTEE PANEL RECOMMENDATION

That the Employment Committee recommends that Council:

- 1. Appoints _____, to the position of Chief Executive Officer with the Shire of Brookton for a period of five (5) years;**
- 2. Is of the belief that _____, is suitably qualified for the position of Chief Executive Officer;**
- 3. Is satisfied with the provisions of the proposed employment contract to be entered into with _____, with a total reward package of \$ _____ per annum; and**
- 4. Authorises the Shire President to endorse and affix the common seal to the Chief Executive Officer Contract of Employment.**

(Absolute majority vote required)

CONFIDENTIAL Attachments

Attachment 7.10.21A – CEO Contract

Attachment 7.10.21B – CEO Applicant Referee Report

Attachment 7.10.21C – CEO Recruitment Report by Executive Recruitment Consultant

8.10.21 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

9.10.21 CLOSURE OF MEETING