

Shire of Tammin

SPECIAL COUNCIL MEETING

MINUTES



NOTICE OF MEETING

Dear Elected Member

Please be advised that a Special Meeting of Council of the Shire of Tammin is to be held on Friday, 28 July 2024 in Council Chambers, 1 Donnan St, Tammin, commencing at 4:30pm *to consider the CEO recruitment process.*

Joanne Soderlund
Chief Executive Officer
27 June 2024

MISSION STATEMENT

"Together with the people of Tammin we will provide leadership, vision and progress to achieve sustainability and growth"

Special Council Meeting Agenda – 28 June 2024

Contents

AGENDA 3

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS 3

2. ACKNOWLEDGEMENT TO COUNTRY 3

3. PRESENT / IN ATTENDANCE / LEAVE OF ABSENCE PREVIOUSLY GRANTED / APOLOGIES 3

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE 3

5. PUBLIC QUESTION TIME 3

6. APPLICATIONS FOR LEAVE OF ABSENCE 3

7. DECLARATION OF MEMBER’S INTERESTS IN AGENDA ITEMS 3

8. DECLARATION OF RELATED PARTY DISCLOSURE IN AGENDA ITEMS 3

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 3

10. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION 3

11. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS 4

12. MATTERS FOR CONSIDERATION – FINANCE 4

13. MATTERS FOR CONSIDERATION – ADMINISTRATION 4

14. MATTERS FOR CONSIDERATION – BUILDING & HEALTH 4

15. MATTERS FOR CONSIDERATION – TOWN PLANNING 4

16. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN 4

17. MATTERS FOR WHICH THE MEETING MAY BE CLOSED (S`5.23) 5

18.1 CEO Recruitment Process 5

AGENDA

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 4:37 pm.

2. ACKNOWLEDGEMENT TO COUNTRY

We begin today by acknowledging the Ballardong Noongar People as traditional custodians of the land and skies on which we gather, and we pay our respects to their Elders, past, present and emerging.

3. PRESENT / IN ATTENDANCE / LEAVE OF ABSENCE PREVIOUSLY GRANTED / APOLOGIES

Present:

Cr Charmaine Thomson	President
Cr T Nicholls	Deputy President
Cr B Leslie	Member
Cr N Caffell	Member
Cr Courtney Thomson	Member

In Attendance:

Joanne Soderlund	Chief Executive Officer
------------------	-------------------------

Leave of Absence previously granted: Nil

Apologies: Nil

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS

Nil

8. DECLARATION OF RELATED PARTY DISCLOSURE IN AGENDA ITEMS

Nil

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Nil

10. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

11. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

12. MATTERS FOR CONSIDERATION – FINANCE

Nil

13. MATTERS FOR CONSIDERATION – ADMINISTRATION

Nil

14. MATTERS FOR CONSIDERATION – BUILDING & HEALTH

Nil

15. MATTERS FOR CONSIDERATION – TOWN PLANNING

Nil

16. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

17. MATTERS FOR WHICH THE MEETING MAY BE CLOSED (S`5.23)

The matter will be considered behind closed doors in accordance with Section 5.23(2) (b) and (e) of the Local Government Act as it related to the personal affairs of a person.

TSC 37/24 MOTION

That the meeting be moved behind closed doors at 4:40pm in accordance with Section 5.23(2) (b) and (e) of the Local Government Act 1995.

Moved: Cr Caffell

Seconded: Cr Nicholls

Vote: Simple Majority

Carried/Lost: 5/0

18.1 CEO Recruitment Process

See report provided under separate cover.

TSC 38/24 MOTION

That the meeting move from behind closed doors at 5:23pm in accordance with Section 5.23(2) (b) and (e) of the Local Government Act 1995.

Moved: Cr Caffell

Seconded: Cr C Thomson

Vote: Simple Majority

Carried/Lost: 5/0

TSC 39/24 MOTION

1. That Council, by absolute majority, pursuant to the Local Government Act 1995 (WA) and the Local Government (Administration) Amendment Regulations 2021 resolves to establish the Chief Executive Officer Recruitment and Selection Panel as per the attached terms of reference (attachment 18.1.6); and
2. Appoints the following members, independent member and observer to the panel:
 - Member: Cr Charmaine Thomson
 - Member: Cr Tanya Nicholls
 - Member: Cr Courtney Thomson
 - Member: Cr Barry Leslie
 - Independent Member: Rodney Stokes
 - Observer: Nick Caffell
3. That Council, by absolute majority, pursuant to the Local Government (Administration) Amendment Regulations 2021, approves the attached CEO Position Description (attachment 18.1.7) which outlines the qualifications, selection criteria and responsibilities of the position.
4. That Council, by simple majority, pursuant to the Local Government (Administration) Amendment Regulations 2021, approves the attached advertisement (attachment 18.1.8) inclusive of a remuneration package in the range of \$156,780 to \$240,396; and,
5. That Council, by simple majority, pursuant to the Local Government (Administration) Amendment Regulations 2021, resolves to conduct the recruitment process in house with expertise and guidance provided by Shire’s Administration according to the process set out in the attached document (attachment 18.1.5).

Moved: Cr _____

Seconded: Cr _____

Carried/Lost: ___/___

19. CLOSURE OF MEETING

There being no further business the Shire President declared the meeting closed at 5:24pm.