

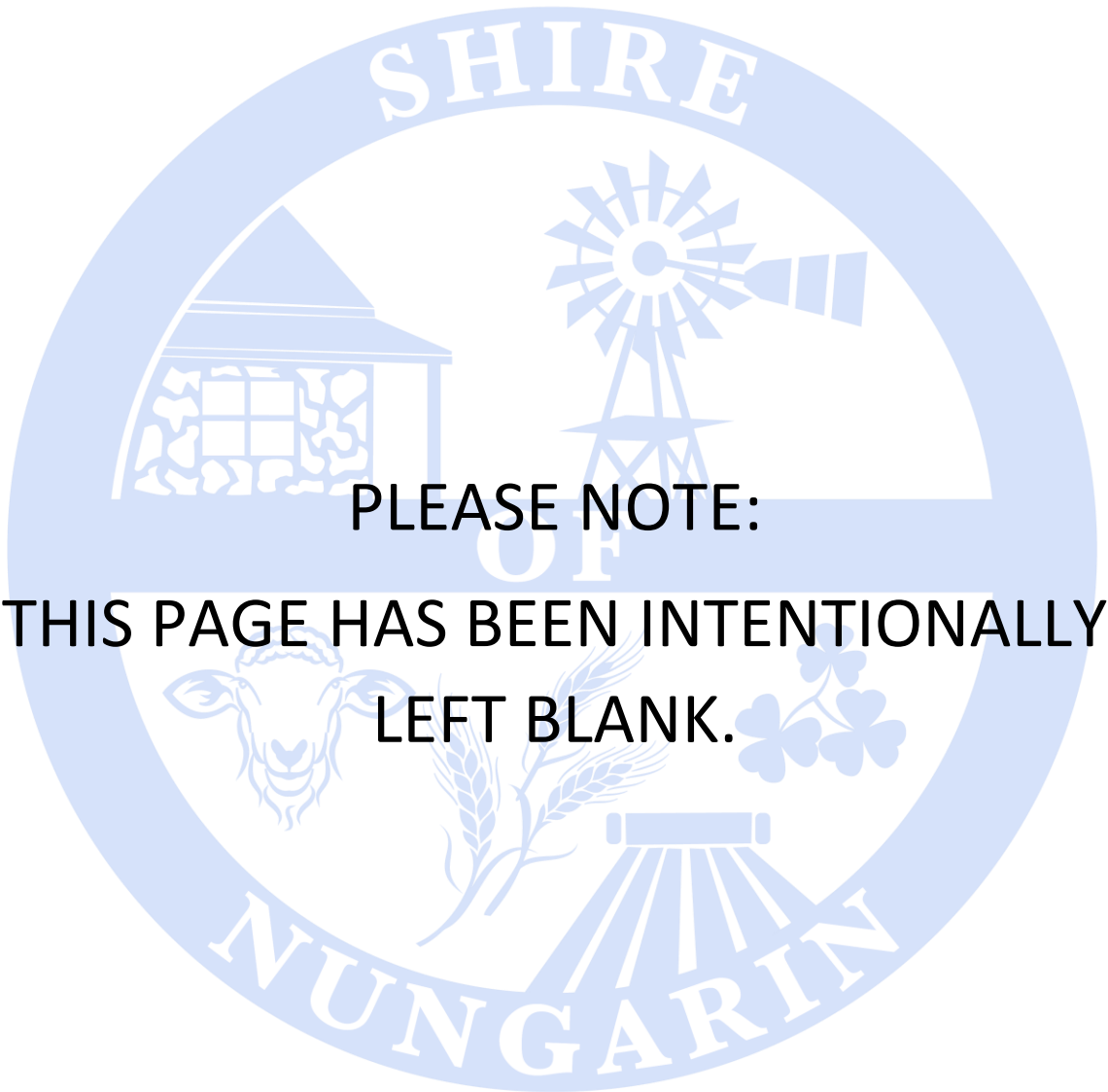


Minutes

Confidential

Special Council Meeting

08 August 2024



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**CONFIDENTIAL SPECIAL COUNCIL MEETING HELD ON
THURSDAY 08th AUGUST 2024
MINUTES SUMMARY and TABLE OF CONTENTS**

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MINUTES and STAFF REPORTS

CONFIDENTIAL SPECIAL COUNCIL MEETING
HELD IN COUNCIL CHAMBERS, NUNGARIN
ON THURSDAY 08th AUGUST 2024

1. DECLARATION OF OPENING

The Presiding Member declared the meeting open at 9:00am.

Affirmation of Civic Duty and Responsibility as Read

I make this Affirmation in good faith on behalf of Councillors and Officers of the Shire of Nungarin. We collectively declare we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgment and ability.

Acknowledgement of Traditional Custodians

We wish to acknowledge the Traditional Custodians of the land we are meeting on, the Njaki Njaki Nyoongar people, and recognise the contribution of Elders past, present and future.

2. ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

2.1 ATTENDANCE

Councillors

Shire President

Deputy Shire President

Elected Member

Elected Member

Elected Member

Elected Member

Cr P. de Lacy

Cr G. Coumbe

Cr RE. O'Connell

Cr K. Dayman

Cr A. Eksanow

Cr W. Lee

Council Officers

Executive Assistant

Ms S. Sergeant

Observers / Visitors

Nil – Confidential Item

2.2 APOLOGIES

Elected Member

Cr M. Caughey

3. OFFICER REPORT

3.1 CONFIDENTIAL ITEM: POSITION DESCRIPTION CHIEF EXECUTIVE OFFICER

File Ref:

Previous Item Ref: Nil

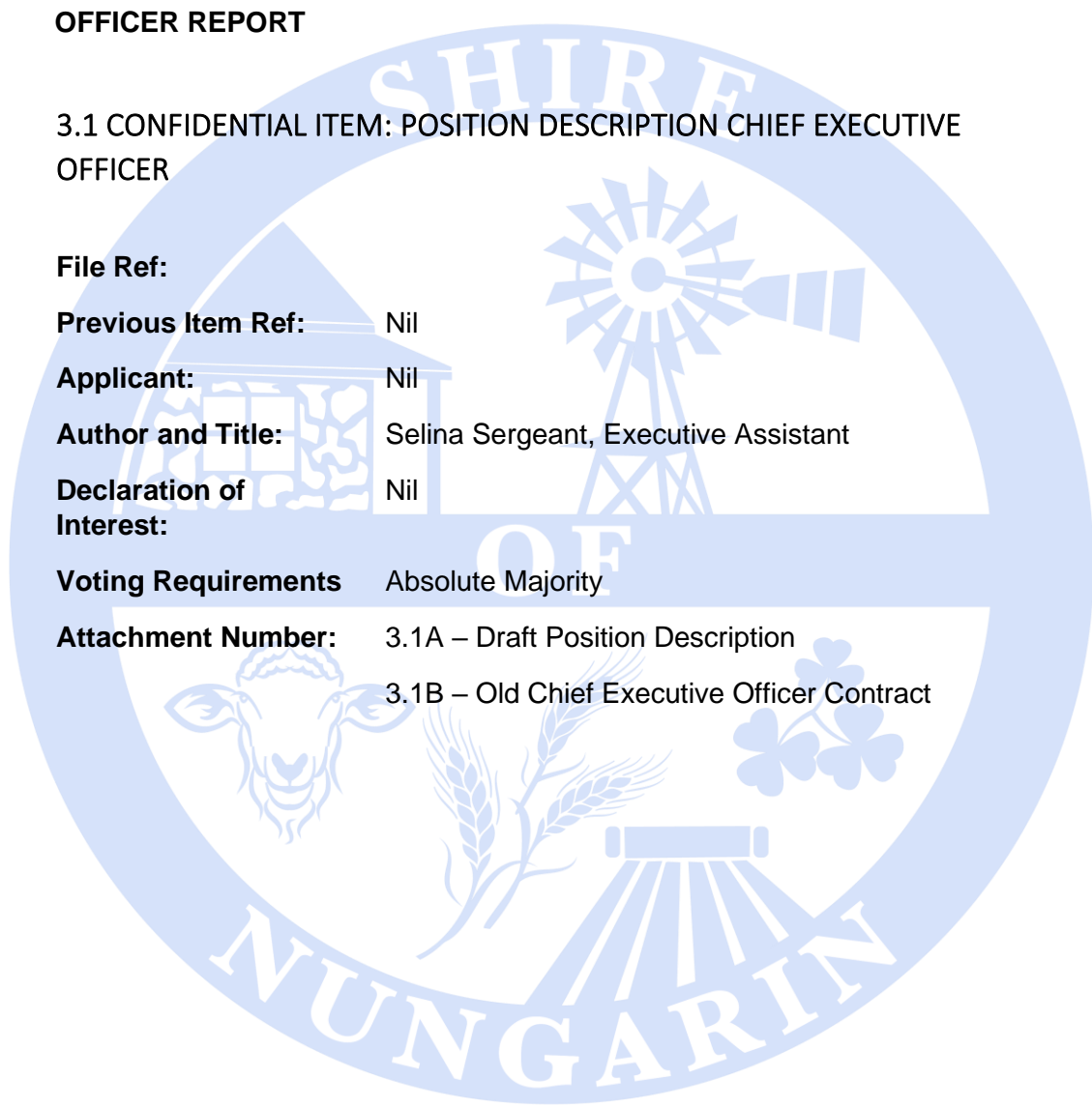
Applicant: Nil

Author and Title: Selina Sergeant, Executive Assistant

Declaration of Interest: Nil

Voting Requirements Absolute Majority

Attachment Number: 3.1A – Draft Position Description
3.1B – Old Chief Executive Officer Contract



COUNCIL RESOLUTION 66/08/2024

Moved: Cr. Dayman

Seconded: Cr. Coumbe

CARRIED BY ABOLUTE MAJORITY 6/0

**For: Cr. de Lacy; Cr. Coumbe; Cr. O’Connell; Cr. Dayman; Cr. Eksanow;
Cr. Lee**

Against: Nil

That Council Resolves to:

Endorse the Chief Executive Officer (CEO) Position Description as per attachment 3.1A with minor amendments agreed to by Council.

IN BRIEF

Council to review and endorse proposed CEO’s position description prior to commencing the recruitment process.

BACKGROUND

Council requires to undertake a recruitment process following the departure of the current CEO in May 2024. It is proposed that Council reviews and endorses attached draft copy of the CEO’s position description prior to commencing the recruitment process.

REPORT DETAIL

Revised CEO’s position description, with a view to Council endorsing the final decision.

SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023-2033

Focus Area	Our Organisation
Community Priority	Skilled and capable shire staff and community leaders
Success Measurement	We invest in the wellbeing and development of staff

OTHER STRATEGIC LINKS

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Administration) Amended Regulation 2021

SUSTAINABILITY AND RISK CONSIDERATIONS

Economic – (Impact on the Economy of the Shire and Region)

Nil

Social – (Quality of life to community and / or affected land owners)

Nil

Policy Implications

Policy CM 2 – Senior Employees

Risk Management Implications

Risk Level	Comment
High	It is a legislative requirement for a local government to have a CEO, as such it is important to commencement the recruitment process urgently.

CONSULTATION

Nil

RESOURCE IMPLICATIONS

Financial

The CEO’s package is within the current budgets scope.

Workforce

Nil

End

4. CLOSURE

There being no further business the meeting was closed at 9:05am

