



Special Meeting of Council

MINUTES

**Wednesday 15 December 2021
at 7.00am**

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These minutes were confirmed at the Ordinary Meeting held on Thursday 17 December 2021.

**Signed: Cr White, Shire President
Friday 17 December 2021**



Unconfirmed

SHIRE OF BROOMEHILL-TAMBELLUP

NOTICE OF MEETING

A Special Meeting of the Council of the Shire of Broomehill-Tambellup will be held in the Tambellup Council Chambers on Wednesday 15 December 2021 commencing at 7.00am.



**KP O'Neill
Acting CEO**

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Unconfirmed

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President declared the meeting open at 7.00am and thanked all Councillors and staff for attending early.

2. ATTENDANCE

| | |
|----------------|---|
| Cr ME White | President |
| Cr DT Barritt | Deputy President |
| Cr MC Paganoni | |
| Cr CJ Letter | |
| Cr JL Wills | |
| Cr CM Dewar | |
| KP O'Neill | Acting CEO / Manager Finance and Administration |
| HA Richardson | Governance and Executive Officer |

2.1 APOLOGIES**2.2 APPROVED LEAVE OF ABSENCE**

Cr SH Penny

3. DECLARATION OF INTEREST

Kay O'Neill declares a financial interest in Item 6.2 Appointment of Acting CEO

4. PUBLIC QUESTION TIME

Nil

5. MATTERS FOR DECISION

Nil

6. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**PROCEDURAL MOTION**

Motion S211201 **Moved** Cr C Letter **Seconded** Cr D Barritt

CARRIED 6/0

Motion to Proceed Behind Closed Doors:

That in accordance with Section 5.23 (2) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

(a) the personal affairs of any person;

(b) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;

6.1 RESIGNATION OF CHIEF EXECUTIVE OFFICER**CONFIDENTIAL**

Attachment: Nil
File Ref: Personnel Files
Author: Cr ME White, Shire President
Date: 13 December 2021
Disclosure of Interest: Nil

SHIRE PRESIDENT'S RECOMMENDATION***That Council –***

- ***Accepts the resignation of incumbent Chief Executive Officer Chris Jackson, effective 15 December 2021;***
- ***Approves the request for payout of the four week notice period (commencing 15 December 2021) in lieu of working this period, at the incumbent CEO's current hourly rate; and***
- ***Advises Mr Jackson that 21 Lathom St Broomehill is to be vacated by 17 January 2022.***

COUNCIL RESOLUTION

Motion S211202 **Moved** Cr D Barritt **Seconded** Cr C Letter

CARRIED 6/0

6.2 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER**CONFIDENTIAL**

Attachment: Nil
File Ref: Personnel Files
Author: Cr ME White, Shire President
Date: 13 December 2021
Disclosure of Interest: Nil

SHIRE PRESIDENT'S RECOMMENDATION***That Council –***

- *Appoints Kay O'Neill, Manager of Finance and Administration to the position of Acting Chief Executive Officer of the Shire of Broomehill-Tambellup commencing on 15 December 2021 until an external Temporary CEO has commenced;*
- *Confirms that the Council believes that Kay O'Neill, Manager of Finance and Administration is suitably qualified for the position; and*
- *Approves remuneration to be paid at a rate of 90% of the cash component of the incumbent CEO's total reward package.*

COUNCIL RESOLUTION

| | | | | | |
|---------------|---------|--------------|---------------|-----------------|------------|
| Motion | S211203 | Moved | Cr M Paganoni | Seconded | Cr C Dewar |
|---------------|---------|--------------|---------------|-----------------|------------|

CARRIED 6/0**PROCEDURAL MOTION**

| | | | | | |
|---------------|---------|--------------|-------------|-----------------|------------|
| Motion | S211204 | Moved | Cr C Letter | Seconded | Cr J Wills |
|---------------|---------|--------------|-------------|-----------------|------------|

CARRIED 6/0***That Council re-opens the meeting to members of the public. 7.10am*****7. CLOSURE**

There being no further business the President closed the meeting at 7.12am.