

Shire of Denmark

Special Council Meeting **AGENDA**

14 November 2023



TO BE HELD IN THE COUNCIL CHAMBERS, 953 SOUTH COAST HIGHWAY, DENMARK ON TUESDAY, 14 NOVEMBER 2023, COMMENCING AT 3.00PM.

The purpose of the meeting is to to inform the Council of the Chief Executive Officer's intention to employ two senior employees, being the Executive Manager Corporate Services and the Director Infrastructure & Assets.



Contact Us

953 South Coast Highway, Denmark WA 6333

Correspondence to:

Post Office Box 183, DENMARK WA 6333

Phone: (08) 9848 0300 | Email: enquiries@denmark.wa.gov.au

Website: www.denmark.wa.gov.au

Facebook: shireofdenmark

Contents

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	3
2.	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	3
3.	ANNOUNCEMENT BY THE PERSON PRESIDING	3
4.	PUBLIC QUESTION TIME.....	3
4.1	PUBLIC QUESTIONS	3
5.	REPORTS OF OFFICERS	4
5.1	SENIOR OFFICER PROPOSALS AND RECOMMENDATIONS.....	4
6.	MATTERS BEHIND CLOSED DOORS	6
7.	CLOSURE OF MEETING	6

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**MEMBERS:

Cr Kingsley Gibson (Shire President)
 Cr Jan Lewis (Deputy Shire President)
 Cr Clare Campbell
 Cr Donna Carman
 Cr Nathan Devenport
 Cr Jackie Ormsby
 Cr Janine Phillips
 Cr Aaron Wiggins
 Cr Dominic Youel

STAFF:

David King (Chief Executive Officer)
 Claire Thompson (Governance Coordinator)
 Kristie Buss (Executive Support Officer)

ON LEAVE OF ABSENCE:ABSENT WITHOUT LEAVE:VISITORS:DECLARATIONS OF INTEREST:

Name	Item No	Interest	Nature

3. ANNOUNCEMENT BY THE PERSON PRESIDING**4. PUBLIC QUESTION TIME****4.1 PUBLIC QUESTIONS**

In accordance with Section 5.24 of the Local Government Act 1995, Council conducts a public question time to enable members of the public to address Council or ask questions of Council.

For a Special Meeting of Council, such as this, **they must however relate to the item(s) on the Agenda.**

Questions from the public are invited and welcomed at this point of the Agenda.

Should you wish to address Council please note that the Presiding Person (the Shire President) may have to limit the time of individual speakers in order to allow sufficient time for all speakers present at the meeting to address Council. The rules

of this process and the time allocated will be determined by the Presiding Person at the Meeting dependent upon the indicative number of speakers.

Questions from the Public

5. REPORTS OF OFFICERS

5.1 SENIOR OFFICER PROPOSALS AND RECOMMENDATIONS

File Ref:	Personnel Files
Applicant / Proponent:	Not Applicable
Subject Land / Locality:	Not applicable
Disclosure of Officer Interest:	Nil
Date:	8 November 2023
Author:	David King, Chief Executive Officer
Authorising Officer:	David King, Chief Executive Officer
Attachments:	5.1a - Director Infrastructure and Assets - Selection report and Curriculum Vitae (confidential) 5.1b - Executive Manager Corporate Services - Selection report and Curriculum Vitae (confidential)

IN BRIEF

- This report aims to inform Council of the proposal to employ senior employees to the positions of Director of Infrastructure and Assets and Executive Manager of Corporate Services.

RECOMMENDATION

Simple Majority

OFFICER RECOMMENDATION	ITEM 5.1
That Council ACCEPT the Chief Executive Officer's recommendations in accordance with Attachment 5.1a and 5.1b.	

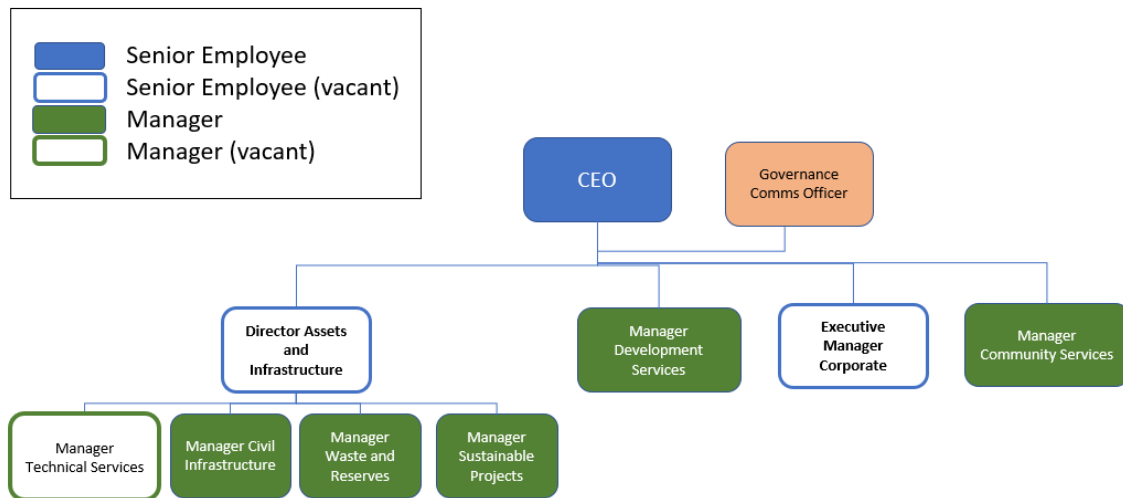
LOCATION

1. Nil

BACKGROUND

2. At the Ordinary Council Meeting on 19 September 2023, the Council resolved to approve changes to the Temporary Employment of Appointment of CEO and Designation of Senior Employees Policy. These changes were in accordance with a proposed restructuring of senior employees.

3. The figure below shows the revised organisational structure with the senior officer positions of Director of Infrastructure and Assets, and the Executive Manager of Corporate Services vacant.



DISCUSSION / OFFICER COMMENTS

4. The selection reports are contained as Confidential attachments 5.1a and 5.1b

CONSULTATION AND EXTERNAL ADVICE

5. The Officer has considered the requirement for consultation and/or engagement with persons or organisations that may be unduly affected by the proposal and considered Council's Community Engagement Policy P040123 and the associated Framework and believes that no additional external/internal engagement or consultation is required.

STATUTORY / LEGAL IMPLICATIONS

Local Government Act 1995

6. Section 5.37(2) requires the CEO is to inform the council of each proposal to employ or dismiss a senior employee, and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.

STRATEGIC / POLICY IMPLICATIONS

Temporary Employment of Appointment of CEO and Designation of Senior Employees Policy

7. The recommendations for senior employees are in accordance with this Policy.

FINANCIAL IMPLICATIONS

8. Nil.

OTHER IMPLICATIONS

Environmental

9. There are no known significant environmental implications relating to the report or officer recommendation.

Economic

10. There are no known significant economic implications relating to the report or officer recommendation.

Social

11. There are no known significant social considerations relating to the report or officer recommendation.

RISK MANAGEMENT

12. A risk assessment has been undertaken per the Shire's Risk Management Governance Framework, and no risks have been identified in relation to the officer recommendation or the report.

6. MATTERS BEHIND CLOSED DOORS

Nil

7. CLOSURE OF MEETING