

**MINUTES
JULY 2021
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**MINUTES
ORDINARY MEETING OF COUNCIL
21 JULY 2021**

DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

- 1 The Chair Person, Shire President Cr Scott Crosby, declared the meeting opened at 5.30pm.

2 RECORD OF ATTENDANCE/APOLOGIES & APPROVED LEAVE OF ABSENCE

Members

Cr SR Crosby	Shire President
Cr KV Johnston	Deputy Shire President
Cr TD Borgward	Member
Cr JN Germain	Member
Cr BC Bamess	Member

Staff

RJ Miller	Chief Executive Officer
M Bamess	Deputy Chief Executive Officer
PE Spencer	Works Manager

Members of the Public

Nil

Apologies

Cr AL Smith	Member
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Members on Approved Leave of Absence

Cr RA Jury	Member
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3. DECLARATION OF INTERESTS:

• **Direct Financial Interest:**

Nil

• **Indirect Financial Interest:**

Nil

• **Proximity interest:**

Nil

• **Impartiality:**

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATION FOR MEMBERS FOR LEAVE OF ABSENCE

Nil

6 CONFIRMATION AND RECEIVING OF MINUTES/BUSINESS ARISING

6.1 Ordinary Meeting of Council held on Wednesday 23 June, 2021

That the Minutes of the Ordinary Council Meeting of the Shire of Kent held at the Council Chambers, on Wednesday 23 June, 2021 be CONFIRMED subject to the following change to the resolution for *tem* 12.1.1 Confidential – Chief Executive Officer – Contract Extension, Resolution OCM2021/126:

Resolution (Corrected)

That Council advise the current CEO Rick Miller that the position of CEO will be readvertised.

CARRIED 6/0 By Simple Majority

Reason for Change: After consideration and with new changes to legislation, Council wish to restart the process and set a new direction over coming years.

OCM2122/001 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr TD Borgward / Cr KV Johnston

That the Minutes of the Ordinary Council Meeting of the Shire of Kent held at the Council Chambers, on Wednesday 23 June 2021 be CONFIRMED subject to the following change to the resolution for tem 12.1.1 Confidential – Chief Executive Officer – Contract Extension, Resolution OCM2021/126:

Resolution (Corrected)

That Council advise the current CEO Rick Miller that the position of CEO will be readvertised.

CARRIED 6/0 By Simple Majority

Reason for Change: After consideration and with new changes to legislation, Council wish to restart the process and set a new direction over coming years.

**CARRIED 5/0
By Simple Majority**

6.2 Special Meeting held on Thursday 1 July, 2021

That the Minutes of the Special Council Meeting of the Shire of Kent held at the Council Chambers, on Wednesday 23 June, 2021 be CONFIRMED.

OCM2122/002 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr KV Johnston / Cr BC Bamess

That the Minutes of the Special Council Meeting of the Shire of Kent held at the Council Chambers, on Wednesday 23 June, 2021 be CONFIRMED.

**CARRIED 5/0
By Simple Majority**

7 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil.

8 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

9 OFFICERS REPORTS
9.1.1 MONTHLY FINANCIAL REPORTS TO 30 JUNE 2021

PROPOSED MEETING DATE:	21 July 2021
PROPOSER:	N/A
LOCATION:	N/A
AUTHOR:	Christie Smith – Senior Finance Officer
REPORTING OFFICER:	Michelle Bamess –Deputy Chief Executive Officer
FILE NO:	FIN30.20
ASSESSMENT NO:	N/A
ATTACHMENTS:	<ul style="list-style-type: none"> • Monthly Financial Reports to 30 June 2021
DISCLOSURE OF INTEREST:	Nil

PURPOSE

In accordance with the Local Government (Financial Management) Regulations 1996, to follow is the presentation of the Monthly Financial Reports to Council.

BACKGROUND

Monthly Financial Reports are to be presented to Council and are to be received by Council resolution.

COMMENT

The Monthly Financial Reports as presented indicate that Council continues to be in a sound financial position. Please note the reports are the unaudited version, audit will be undertaken in September 2021 and audited financials will be presented to Council accordingly.

STATUTORY IMPLICATIONS

Local Government Act 1995 – Section 6.4

Local Government (Financial Management) Regulations 1996 – Clause 34 and 35

POLICY IMPLICATIONS

Policy 4.1 Accounting Policies

Objective: To provide the basis for Council's accounting concepts and reporting guidelines.
 To maintain accounting reporting procedures which comply with Statutory Requirements and to demonstrate Council's financial position.

FINANCIAL IMPLICATIONS

Ongoing management of Council funds

STRATEGIC IMPLICATIONS

Community Strategic Plan 2017-2027

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

Outcome 4.1 An efficient and effective organisation

4.1.1 Continually improve operational efficiencies and provide effective services.

4.1.2 Continue to enhance communication and transparency.

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council receive the following Monthly Financial Reports as presented:

- Monthly Financial Reports to 30 June 2021

OCM2122/003 - COUNCIL RESOLUTION

MOVED Cr KV Johnston / Cr JN Germain

That Council receive the following Monthly Financial Reports as presented:

- **Monthly Financial Reports to 30 June 2021**

**CARRIED 5/0
By Simple Majority**

9.1.2 SCHEDULE OF ACCOUNTS PAID TO 30 JUNE 2021

PROPOSED MEETING DATE:	21 July 2021
PROPOSER:	N/A
LOCATION:	N/A
AUTHOR:	Michelle Bamess –Deputy Chief Executive Officer
REPORTING OFFICER:	Michelle Bamess –Deputy Chief Executive Officer
FILE NO:	042.6.2
ASSESSMENT NO:	N/A
ATTACHMENTS:	1. Schedule of accounts paid 2. Schedule of direct debits
DISCLOSURE OF INTEREST:	Nil

PURPOSE

Council endorsement of payment to Creditors under CEO Delegated Authority 2.1.2.

BACKGROUND

Details payments made to creditors since last Council Meeting.

COMMENT

The Schedule of Accounts Reports as presented, indicate that Council continues to be in a sound financial position.

STATUTORY IMPLICATIONS

Local Government Act 1995 – Section 6.4

Local Government (Financial Management) Regulations 1996 – Part 2 – Regulation 11 & 12

POLICY IMPLICATIONS

Policy 4.1 Accounting Policies

Objective: To provide the basis for Council's accounting concepts and reporting guidelines.

To maintain accounting reporting procedures which comply with Statutory Requirements and to demonstrate Council's financial position.

FINANCIAL IMPLICATIONS

Ongoing management of Council funds

STRATEGIC IMPLICATIONS

Community Strategic Plan 2017-2027

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

Outcome 4.1 An efficient and effective organisation

4.1.1 Continually improve operational efficiencies and provide effective services.

4.1.2 Continue to enhance communication and transparency.

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

21 July 2021 – Ordinary Meeting of Council

That Council endorse the payments from the Municipal Fund and Trust Fund for the period ending 30 June 2021:

Municipal Fund	\$744,476.57
Trust Fund	\$ 380.00
Direct Debits	<u>\$105,824.39</u>
TOTAL	\$850,680.96

OCM2122/004 - COUNCIL RESOLUTION

MOVED Cr BC Bamess / Cr JN Germain

That Council endorse the payments from the Municipal Fund and Trust Fund for the period ending 30 June 2021:

Municipal Fund	\$744,476.57
Trust Fund	\$ 380.00
Direct Debits	<u>\$105,824.39</u>
TOTAL	\$850,680.96

**CARRIED 5/0
By Simple Majority**

9.1.3 STATUS OF COUNCIL DECISIONS – JULY 2021

PROPOSED MEETING DATE:	21 July 2021
PROPONENT:	N/A
LOCATION:	N/A
AUTHOR:	Rick Miller – Chief Executive Officer
REPORTING OFFICER:	Rick Miller – Chief Executive Officer
FILE NO:	041.1.1
ASSESSMENT NO:	N/A
ATTACHMENTS:	1. Council Resolution Register
DISCLOSURE OF INTEREST:	Nil

PURPOSE

To inform Council of the actions taken in relation to Council decisions.

BACKGROUND

By providing this report to Council as an agenda item on a monthly basis will keep Council informed on the progress of decisions made.

COMMENT

The status of Council decisions/resolutions is included as an attachment and updated monthly.

It is requested that action items be reviewed at each Council meeting.

STATUTORY IMPLICATIONS

Local Government Act (1995), Section 5.41

The CEO's functions are to:-

c) Cause Council decisions to be implemented

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Community Strategic Plan 2017-2027

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

Outcome 4.1 An efficient and effective organisation

4.1.1 Continually improve operational efficiencies and provide effective services.

4.1.2 Continue to enhance communication and transparency.

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council receive the Council Resolutions Register for the month of June 2021.

OCM2122/005 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr KV Johnston / Cr BC Bamess

That Council receive the Council Resolutions Register for the month of June 2021.

**CARRIED 5/0
By Simple Majority**

9.1.4 IPR REPORTING – CORPORATE BUSINESS PLAN – QUARTERLY PROGRESS REPORT

PROPOSED MEETING DATE:	21 July 2021
PROPONENT:	N/A
LOCATION:	N/A
AUTHOR:	Rick Miller – Chief Executive Officer
REPORTING OFFICER:	Rick Miller – Chief Executive Officer
FILE NO:	041.5.3
ASSESSMENT NO:	N/A
ATTACHMENTS:	Corporate Business Plan 2021-2025 – Quarterly Progress Report
DISCLOSURE OF INTEREST:	Nil

PURPOSE

Council to receive the Corporate Business Plan 2021-2025 Quarterly Progress Report for the period to June 2021.

BACKGROUND

Local Government (Administration) Regulations 1996 requires that Council prepares a Corporate Business Plan which reflects the aspirations of the Strategic Community Plan and translates these into Council priorities and operations within available resources.

The Corporate Business Plan is a medium term document which covers the four year periods of the Strategic Community Plan 2017-2027. A major review is completed at the end of the four year period in conjunction with the major review of the Strategic Community Plan. A yearly desktop review is also conducted to review the financial implications for the year ahead in context of the annual budget, Strategic Resource Plan and other informing documents.

Council adopted the Corporate Business Plan 2021-2025 at the December 2020 meeting. While an annual review will be completed each year, it is considered good practice for a progress report to be provided each quarter.

COMMENT

21 July 2021 – Ordinary Meeting of Council

The attached report provides Council and the community with a 'snapshot' of progress towards achieving the objectives of the Strategic Community Plan.

The report will be made available on the shire website for community information.

STATUTORY IMPLICATIONS

Local Government Act (1995)

Local Government (Administration) Regulations 1996:

r. 19DA. Corporate business plans, requirements for (Act s. 5.56)

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Provision for actions contained within the Corporate Business Plan is made in the current budget, or will be considered as part of future budget deliberations.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2017-2027

Economic Objective - Support growth and progress, locally and regionally.

Social Objective - To provide community facilities and promote social interaction

Environment Objective - Conserve, protect and enhance our natural and built environment

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council receives the Corporate Business Plan 2021-2025 Quarterly Progress Report for the period to June 2021.

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council receives the Corporate Business Plan 2021-2025 Quarterly Progress Report for the period to June 2021.

OCM2122/006 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr JN Germain / Cr TD Borgward

That Council receive the Council Resolutions Register for the month of June 2021.

**CARRIED 5/0
By Simple Majority**

9.1.5 DISABILITY ACCESS AND INCLUSION PLAN PROGRESS REPORT 2020-21

PROPOSED MEETING DATE:	21 July 2021
PROPONENT:	NA
LOCATION:	NA
AUTHOR:	Michelle Bamess – Deputy Chief Executive Officer
REPORTING OFFICER:	Rick Miller – Chief Executive Officer
FILE NO:	044.1.1
ASSESSMENT NO:	NA
ATTACHMENTS:	<ul style="list-style-type: none"> Disability Access and Inclusion Plan (DAIP) Progress Report 2020-21
DISCLOSURE OF INTEREST:	Nil

PURPOSE

Council is required to endorse the Progress Report of the current Disability Access and Inclusion Plan (DAIP) - (2017 – 2022).

BACKGROUND

Council has an obligation under the Disability Services Act 1993 to prepare and review the Disability Access & Inclusion Plan (DAIP) as at 30 June each year.

DAIPs assist public authorities to plan and implement improvements to access and inclusion across seven outcome areas, in regards to services and events, buildings and facilities, information, quality of service, complaints, consultation processes and employment. The outcomes of a DAIP apply not only to people with disability, but also senior residents who may experience impaired mobility, vision or hearing, and people from a culturally or linguistically diverse background.

The Shire of Kent Disability Access and Inclusion Plan DAIP, revised, approved by Council in June 2017 and lodged with the Disability Services Commission, is compliant and is designed to ensure that people with a disability have the same opportunities as other people to obtain and maintain employment with a public authority.

COMMENT

Council is required to endorse the DAIP Progress Report prior to it being submitted to the Disability Services Commission by 31 July 2021.

The DAIP reports on the progress of the Outcomes identified within the plan.

STATUTORY IMPLICATIONS

Local Government Act 1995
Disability Services Act 1993

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2017-2027

Economic Objective - Support growth and progress, locally and regionally.

Outcome 1.1 Growth in business opportunities

Outcome 1.2 Increased Tourism

Social Objective – To provide community facilities and promote social interaction.

Outcome 2.2 Build a healthier and safer community

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

21 July 2021 – Ordinary Meeting of Council

Simple Majority

RECOMMENDATION

That Council:

Endorse the attached Disability Access and Inclusion Plan Progress Report 2020/21.

OCM2122/007 - COUNCIL RESOLUTION

MOVED Cr KV Johnston / Cr TD Borgward

Endorse the attached Disability Access and Inclusion Plan Progress Report 2020/21.

**CARRIED 5/0
By Simple Majority**

9.1.6 ADOPTION OF 2021/2022 ANNUAL BUDGET

PROPOSED MEETING DATE:	21 July 2021
PROPONENT:	N/A
LOCATION:	Whole of the Shire
AUTHOR:	Christie Smith – Senior Finance Officer
REPORTING OFFICER:	Rick Miller – Chief Executive Officer
FILE NO:	042.6.3
ASSESSMENT NO:	N/A
ATTACHMENTS:	2021/22 Statutory Budget
DISCLOSURE OF INTEREST:	Nil

PURPOSE

To consider and adopt the Municipal Fund Budget for the 2021/22 financial year together with supporting schedules, including imposition of rates and minimum payments, adoption of fees and charges, reserve transactions, setting of elected members fees for the year and other consequential matters arising from the budget papers.

BACKGROUND

The draft 2021/22 budget has been compiled based on the principles contained in the 2017 – 2027 Community Strategic Plan and 2021 – 2025 Corporate Business Plan. The 2021/22 draft budget has been prepared in accordance with the presentations made to councillors at the budget workshop held on 1 July 2021.

DETAILS

The budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. The main features of the draft budget include:

- The budget has been prepared with a 1.5% rate increase.
- Minor changes to update the fees and charges with the inclusion of a fee for mobile food vendors.
- An increase in number of staff in administration with the inclusion of 0.2fte records keeping/administration role and also a 0.8fte Executive/Personal Assistant role.
- A capital works program of just over \$6.6mil for investment in infrastructure, land and buildings, plant and equipment and furniture and equipment is planned. There continues to be additional funding initiated by both the federal and state governments to stimulate the economy since the Covid-19 pandemic.
- An approximate opening surplus of \$2,858,091 which is an increase from the figure at the draft budget meeting, this is due to not considering the cash backed leave entitlements of approx. \$280,000. The additional surplus was placed into the Plant

Reserve as per discussion from the draft budget meeting. . Factors contributing to high surplus are early Federal Assistance Grants (FAGS) of just over \$1mil. The high surplus also takes into consideration many funding opportunities over the last 2 financial years with not all projects being completed.

STATUTORY IMPLICATIONS

Local Government Act 1995 S6.2 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of Part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 2021/22 budget as presented is considered to meet statutory requirements.

POLICY IMPLICATIONS

The budget is based on the principles contained in the Community Strategic Plan. There is no policy on discount on rates, this is determined annually throughout the budget process. Council policy relates to recovery of rates and services charges (policy 3.1.5).

FINANCIAL IMPLICATIONS

The setting of the Shire's Annual Budget is a key decision made by Council on an annual basis. It is imperative that all Councillors fully understand the Budget and recognise the implications of decisions that have been made regarding resource allocation for the following 12 months as a result of the adoption of the Budget.

STRATEGIC IMPLICATIONS

The Shire of Kent Community Strategic Plan identifies a number of key objectives and strategies based upon a sustainable future.

The 2021/22 Budget as presented is in keeping with Council's Strategic direction.

Community Strategic Plan 2017-2027

- Economic Objective - Support growth and progress, locally and regionally.
- Social Objective – To provide community facilities and promote social interaction.
- Environment Objective – Conserve, protect and enhance our natural sand built environment.
- Civic Leadership – Continually enhance the Shire's organisational capacity to service the needs of our community.

RISK IMPLICATIONS

Moderate risk of negative public perception if Council does not adopt the budget.

COMMENT

The draft 2021/202 budget continues to deliver on other strategies adopted by the council and maintains a high level of service across all programs while ensuring an increased focus on road and associated infrastructure as well as on renewing all assets at sustainable levels.

OFFICER'S RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL

That:

RECOMMENDATION 1 – MUNICIPAL FUND BUDGET FOR 2021/2022

Pursuant to the provisions of Section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, the Council adopt the Municipal Fund Budget as contained in the attachment to this agenda and minutes, for the Shire of Kent for the 2020/2021 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type on page 2 showing a net result for that year of \$1,440,534.

- Statement of Comprehensive Income by Program on page 4 showing a net result for that year of \$1,440,534.
- Statement of Cash Flows on page 6.
- Rate Setting Statement on page 7 showing an annual amount required to be raised from rates of \$2,388,105.
- Note to and Forming Part of the Budget on pages 9 to 28
- Transfers to / from Reserve Accounts as detailed in page 22
- Budget program Schedules as detailed (supplementary)

VOTING REQUIREMENT

Absolute Majority Required

OCM2122/008 - COUNCIL RESOLUTION / RECOMMENDATION 1 MUNICIPAL FUND BUDGET FOR 2021/2022

MOVED Cr KV Johnston / Cr TD Borgward

Pursuant to the provisions of Section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, the Council adopt the Municipal Fund Budget as contained in the attachment to this agenda and minutes, for the Shire of Kent for the 2020/2021 financial year which includes the following:

- **Statement of Comprehensive Income by Nature and Type on page 2 showing a net result for that year of \$1,440,534.**
- **Statement of Comprehensive Income by Program on page 4 showing a net result for that year of \$1,440,534.**
- **Statement of Cash Flows on page 6.**
- **Rate Setting Statement on page 7 showing an annual amount required to be raised from rates of \$2,388,105.**
- **Note to and Forming Part of the Budget on pages 9 to 28**
- **Transfers to / from Reserve Accounts as detailed in page 22**
- **Budget program Schedules as detailed (supplementary)**

**CARRIED 5/0
By Absolute Majority**

RECOMMENDATION 2 – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

1. For the purposes of yielding the deficiency disclosed by the Municipal Fund Budget adopted as Part A above, council pursuant to Sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following general rates and minimum payments on Gross Rental and Unimproved Values.

1.1	General Rates	
	• Residential / Commercial (GRV)	10.839 cents in the dollar
	• Rural (UV)	0.861 cents in the dollar
	• Mining (UV)	0.861 cents in the dollar

- 1.2 Minimum Payments
- Residential / Commercial (GRV) \$518
 - Rural (UV) \$518
 - Mining (UV) \$518

2. Pursuant to Section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, council nominates the following due dates for the payment in full by instalments:

Full payment and instalment due date	4:30pm Friday 10 September 2021
2nd quarterly instalment due date	4.30pm Friday 12 November 2021
3rd quarterly instalment due date	4.30pm Friday 14 January 2022
4th quarterly instalment due date	4.30pm Friday 18 March 2022

3. Pursuant to Section 6.46 of the *Local Government Act 1995*, council offers no discount to ratepayers.
4. Pursuant to Section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) Regulations 1996*, council adopts an instalment administration charge where the owner has elected to pay rates and services charges through an instalment option of \$10 for each instalment after the initial instalment is paid.
5. Pursuant to Section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.
6. Pursuant to Section 6.51(1) and subject to Sections 6.51 of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 7% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

VOTING REQUIREMENT

Absolute Majority Required

OCM2122/009 - COUNCIL RESOLUTION/ RECOMMENDATION 2 GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

MOVED Cr KV Johnston / Cr TD Borgward

1. **For the purposes of yielding the deficiency disclosed by the Municipal Fund Budget adopted as Part A above, council pursuant to Sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following general rates and minimum payments on Gross Rental and Unimproved Values.**

1.1 General Rates

- **Residential / Commercial (GRV) 10.839 cents in the dollar**
- **Rural (UV) 0.861 cents in the dollar**
- **Mining (UV) 0.861 cents in the dollar**

1.2 Minimum Payments

- **Residential / Commercial (GRV) \$518**
- **Rural (UV) \$518**
- **Mining (UV) \$518**

2. Pursuant to Section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, council nominates the following due dates for the payment in full by instalments:

Full payment and instalment due date	4:30pm Friday 10 September 2021
2nd quarterly instalment due date	4.30pm Friday 12 November 2021
3rd quarterly instalment due date	4.30pm Friday 14 January 2022
4th quarterly instalment due date	4.30pm Friday 18 March 2022

3. Pursuant to Section 6.46 of the *Local Government Act 1995*, council offers no discount to ratepayers.
4. Pursuant to Section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) Regulations 1996*, council adopts an instalment administration charge where the owner has elected to pay rates and services charges through an instalment option of \$10 for each instalment after the initial instalment is paid.
5. Pursuant to Section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.
6. Pursuant to Section 6.51(1) and subject to Sections 6.51 of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 7% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

CARRIED 5/0
By Absolute Majority

RECOMMENDATION 3 – GENERAL FEES AND CHARGES FOR 2020/2021

That the Fees and Charges and Rental Charges included within the budget document and the following Service Charges be adopted in accordance with the provisions of the *Local Government Act 1995* and the *Health Act 1911*.

Health Act 1911

Sewerage Charges

Nyabing Residential Sewerage	\$5.8126 cents in the dollar minimum charge \$370.00
Nyabing Commercial Sewerage	\$5.8126 cents in the dollar minimum charge \$815.00
Nyabing Vacant lot Sewerage	\$256.00 per property
Pingrup Residential Sewerage	\$6.8890 cents in the dollar minimum charge \$370.00
Pingrup Commercial Sewerage	\$6.8890 cents in the dollar minimum charge \$815.00
Pingrup Vacant Lot Sewerage	\$256.00 per property
Minor fixture charge (first)	\$256.00

Major fixture charge (first)	\$815.00
Additional fixtures	\$106.00

VOTING REQUIREMENT**Absolute Majority Required**
OCM2122/010 - COUNCIL RESOLUTION/ RECOMMENDATION 3 GENERAL FEES AND CHARGES FOR 2020/2021
MOVED Cr KV Johnston / Cr TD Borgward

That the Fees and Charges and Rental Charges included within the budget document and the following Service Charges be adopted in accordance with the provisions of the Local Government Act 1995 and the Health Act 1911.

Health Act 1911**Sewerage Charges**

**Nyabing Residential Sewerage \$5.8126 cents in the dollar
minimum charge \$370.00**

**Nyabing Commercial Sewerage \$5.8126 cents in the dollar
minimum charge \$815.00**

Nyabing Vacant lot Sewerage \$256.00 per property

**Pingrup Residential Sewerage \$6.8890 cents in the dollar
minimum charge \$370.00**

**Pingrup Commercial Sewerage \$6.8890 cents in the dollar
minimum charge \$815.00**

Pingrup Vacant Lot Sewerage \$256.00 per property

Minor fixture charge (first)	\$256.00
Major fixture charge (first)	\$815.00
Additional fixtures	\$106.00

**CARRIED 5/0
By Absolute Majority**

RECOMMENDATION 4 – OTHER STATUTORY FEES FOR 2021/2022

Pursuant to Section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, council adopt the following charges for the removal of domestic and commercial waste:

Refuse Removal Charges for Nyabing and Pingrup Townsites

Residential and Commercial Premises (including recycling	
240lt bin per weekly collection	\$240.00 per annum
240lt bin per weekly collection – eligible pensioner	\$122.00 per annum
240lt recycling bin per fortnightly collection	\$131.00 per annum

VOTING REQUIREMENT**Absolute Majority Required**

OCM2122/011 - COUNCIL RESOLUTION/ RECOMMENDATION 4 OTHER STATUTORY FEES FOR 2021/2022

MOVED Cr KV Johnston / Cr TD Borgward

Pursuant to Section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, council adopt the following charges for the removal of domestic and commercial waste:

Refuse Removal Charges for Nyabing and Pingrup Townsites

Residential and Commercial Premises (including recycling	
240lt bin per weekly collection	\$240.00 per annum
240lt bin per weekly collection – eligible pensioner	\$122.00 per annum
240lt recycling bin per fortnightly collection	\$131.00 per annum

**CARRIED 5/0
By Absolute Majority**

RECOMMENDATION 5 – ELECTED MEMBERS’ FEES AND ALLOWANCES FOR 2021/2022

- Pursuant to Section 5.99 of the *Local Government Act 1995* and regulation 34 of the *Local Government (Administration) Regulations 1996*, council adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:

Shire President	\$8,000
Councillors	\$8,000

- Pursuant to Section 5.99 of the *Local Government Act 1995* and regulation 34A and 34AA of the *Local Government (Administration) Regulations 1996*, council adopts the following annual allowances for elected members:

Telecommunications Allowance	\$1,000
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VOTING REQUIREMENT

Absolute Majority Required

OCM2122/012 - COUNCIL RESOLUTION/ RECOMMENDATION 5 ELECTED MEMBERS’ FEES AND ALLOWANCES FOR 2021/2022

MOVED Cr KV Johnston / Cr TD Borgward

- Pursuant to Section 5.99 of the *Local Government Act 1995* and regulation 34 of the *Local Government (Administration) Regulations 1996*, council adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:

Shire President	\$8,000
Councillors	\$8,000

- Pursuant to Section 5.99 of the *Local Government Act 1995* and regulation 34A and 34AA of the *Local Government (Administration) Regulations 1996*, council adopts the following annual allowances for elected members:

Telecommunications Allowance	\$1,000
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**CARRIED 5/0
By Absolute Majority**

RECOMMENDATION 6 – MATERIAL VARIANCE REPORTING FOR 2021/2022

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, the level to be used in statements of financial activity in 2021/2022 for reporting material variances shall be 10% or \$10,000, whichever is the greater.

VOTING REQUIREMENT

Absolute Majority Required

OCM2122/013 - COUNCIL RESOLUTION/ RECOMMENDATION 6 MATERIAL VARIANCE REPORTING FOR 2021/2022

MOVED Cr KV Johnston / Cr TD Borgward

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, the level to be used in statements of financial activity in 2021/2022 for reporting material variances shall be 10% or \$10,000, whichever is the greater.

**CARRIED 5/0
By Absolute Majority**

9.1.7 POLICY FOR TEMPORARY OR APPOINTMENT OF A CHIEF EXECUTIVE OFFICER

PROPOSED MEETING DATE:	21 July 2021
PROPONENT:	N/A
LOCATION:	N/A
AUTHOR:	Rick Miller – Chief Executive Officer
REPORTING OFFICER:	Rick Miller – Chief Executive Officer
FILE NO:	041.4.2; 041.4.1
ASSESSMENT NO:	N/A
ATTACHMENTS:	<ol style="list-style-type: none"> 1. Temporary Employment or Appointment of a Chief Executive Officer Policy 2. Delegation 1.1.2 Appointment of Acting Chief Executive Officer
DISCLOSURE OF INTEREST	Nil

PURPOSE

For Council to consider and adopt the new Temporary Employment or Appointment of a Chief Executive Officer Policy and repeal existing delegation 1.1.2 Appointment of Acting Chief Executive Officer as it is made redundant by the new policy.

BACKGROUND

Recent legislative changes require Council to develop a policy for the Temporary Employment or Appointment of a Chief Executive Officer that covers the process to be followed by the local government in relation to the following:

- a) the employment of a person in the position of CEO for a term not exceeding 1 year;
- b) the appointment of an employee to act in the position of CEO for a term not exceeding 1 year.

Section 5.39C of the Local Government Act 1995 states:

“5.39C. Policy for temporary employment or appointment of CEO

(1) A local government must prepare and adopt a policy that sets out the process to be followed by the local government in relation to the following —*

- a) the employment of a person in the position of CEO for a term not exceeding 1 year;*
- b) the appointment of an employee to act in the position of CEO for a term not exceeding 1 year.*

** Absolute majority required.*

(2) A local government may amend the policy.*

* Absolute majority required.

- (3) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
- (4) The CEO must publish an up-to-date version of the policy on the local government's official website"

COMMENT

There is an expectation that the Council should adopt such a policy within a reasonable timeframe (no set date has been enshrined in legislation).

WALGA has recently released a template policy as a guide to Local Governments and addresses the requirements of section 5.39C of the LG Act 1995. The WALGA template is considered best practice and is used as a base for the shire's new policy.

STATUTORY IMPLICATIONS

Sections of the Acts, Regulations and/or Local Laws that apply to this item include:

- Local Government Act 1995, Section 5.39C and 5.36 (2); and
- Local Government (Administration) Amendment Regulations 2021 Government Act 1995;

POLICY IMPLICATIONS

This policy complies with the requirements of the legislative amendments and provides clear direction if an acting or temporary CEO is to be appointed.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Community Strategic Plan 2017-2027

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

Outcome 4.1 An efficient and effective organisation

4.1.1 Continually improve operational efficiencies and provide effective services.

4.1.2 Continue to enhance communication and transparency.

Outcome 4.2 An employer of choice

4.2.1 Provide a positive, desirable workplace

RISK IMPLICATIONS

It is a statutory requirement that Council have a compliant Policy for the Temporary Employment or Appointment of CEO, and that this Policy be adopted by an Absolute Majority of Council.

Adopting this policy mitigates any risk of non-compliance.

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION

That Council:

1. Adopts the Temporary Employment or Appointment of Chief Executive Officer Policy (Attachment 1) in accordance with section 5.39C(1) of the Local Government Act 1995;
2. Request the Chief Executive Officer to publish the Temporary Employment or Appointment of Chief Executive Officer Policy on the Shire website as soon as practicable; and
3. Repeal Delegation 1.1.2 Appointment of Acting Chief Executive Officer as it is replaced by subject agenda item new policy.

OCM2122/014 - COUNCIL RESOLUTION

Moved Cr BC Bamess / Cr JN Germain

That Council:

- 1. Adopts the Temporary Employment or Appointment of Chief Executive Officer Policy (Attachment 1) in accordance with section 5.39C(1) of the Local Government Act 1995;**
- 2. Request the Chief Executive Officer to publish the Temporary Employment or Appointment of Chief Executive Officer Policy on the Shire website as soon as practicable; and**
- 3. Repeal Delegation 1.1.2 Appointment of Acting Chief Executive Officer as it is replaced by subject agenda item new policy.**

**Carried 5/0
By Absolute Majority**

9.1.8 IPR REPORTING – ASSET MANAGEMENT PLAN 2021 2030

PROPOSED MEETING DATE:	21 July 2021
PROPONENT:	N/A
LOCATION:	N/A
AUTHOR:	Rick Miller – Chief Executive Officer
REPORTING OFFICER:	Rick Miller – Chief Executive Officer
FILE NO:	041.5.4
ASSESSMENT NO:	N/A
ATTACHMENTS:	1. Shire of Kent Asset Management Plan 2021 - 2030
DISCLOSURE OF INTEREST:	Nil

PURPOSE

Council to consider and adopt the asset management plan 2021 -2030 as an informing document as part of the Integrated and Reporting Framework introduced to Local Governments in 2011.

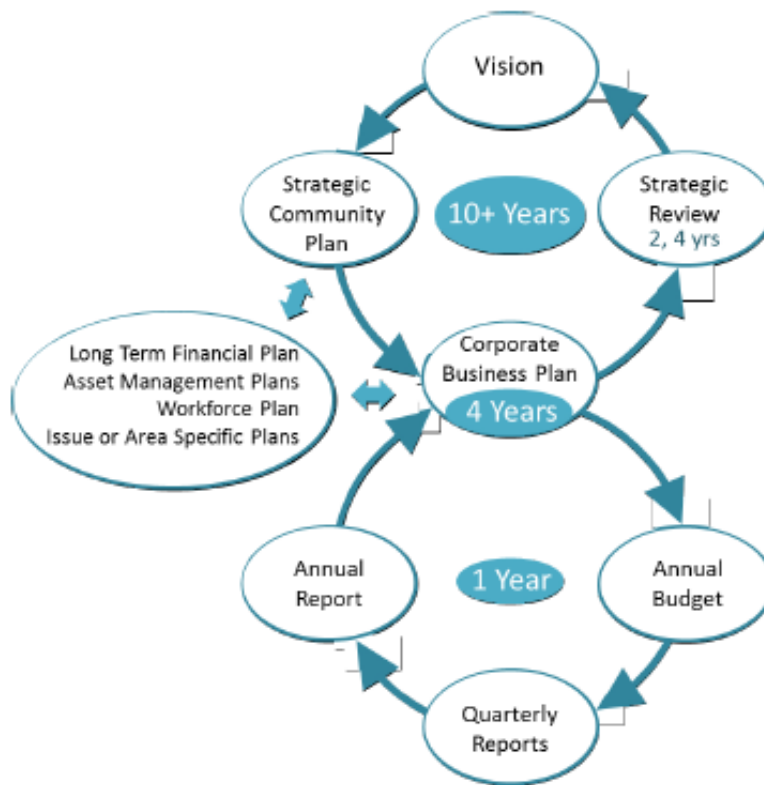
BACKGROUND

In 2010/11, the Integrated Planning and Reporting (IPR) Framework and Guidelines were introduced in Western Australia as part of the State Governments Local Government(LG) Reform Program. All LG's were required to have their first suite of IPR documents in place by 1 July 2013.

The shire at the Ordinary Council Meeting of 15 August 2018 endorsed a hybrid document that incorporated financial data for a Medium Term Financial Plan plus other plans and an Asset Management Plan. Unfortunately this document did not fully comply with the Integrated Planning and Reporting (IPR) Framework or Department of Local Government and Communities requirements.

Since then, Council has adopted a compliant and updated Community Strategic Plan and Corporate Business Plan. The Asset Management Plan is an informing document to these plans and its adoption is required to comply with the IPR Framework.

Figure 1: Integrated Planning and Reporting Cycle



COMMENT

The adopted AMP will now allow for the calculation of the Asset Renewal Funding Ratio which the shire has not been able to report on for many years. This has been noted previously by our Financial Auditors and will now be addressed for future audits.

Asset Management Plan is a 'live' document and therefore must be updated regularly to be effective as a management tool and reference document. The plan should reflect changes in objectives and policies, customer expectations, improvements in Asset Management systems and/or data in general.

The plan defines the services to be provided, how the services are provided and what funds are required to provide the services over a 10-year planning period. This plan should be comprehensively revised every four-to-five years, or when significant changes to Council activities are identified.

This plan covers those infrastructure and other assets that provide the following services:

- Transportation, Housing, Community, Amenity, Recreation, Governance

This plan should be comprehensively revised every four-to-five years, or when significant changes to Council activities are identified. Capital renewal forecasts detailed in this Plan are derived from historical financial trends and annual depreciation expense related to each asset class. Contrary to the projected capital renewal forecasts, asset renewal requirements can vary significantly from year to year, unless renewals are carefully and regularly reviewed. The hostility of changing budgets from year to year can be mitigated by postponing asset renewals (low risk), and/or bringing renewals forward to align with similar asset types and project locations. These planning activities support more consistent budgeting trends.

STATUTORY IMPLICATIONS

Local Government Act (1995) – Section 2.7 and 5.56

Local Government (Administration) Regulations (1996) – Section 19C

IPR Guidelines – DLGC

POLICY IMPLICATIONS

An Asset Management Policy should be created to support the AMP

FINANCIAL IMPLICATIONS

Provision for actions contained within the Asset Management Plan is made in the budget, or will be considered as part of future budget deliberations.

STRATEGIC IMPLICATIONS**Community Strategic Plan 2017-2027**

Economic Objective - Support growth and progress, locally and regionally.

Social Objective - To provide community facilities and promote social interaction

Environment Objective - Conserve, protect and enhance our natural and built environment

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council adopt the Shire of Kent Asset Management Plan 2021-2030.

OCM2122/015 - COUNCIL RESOLUTION

Moved Cr JN German / Cr KV Johnston

That Council adopt the Shire of Kent Asset Management Plan 2021-2030.

**Carried 5/0
By Simple Majority**

9.1.9 WALGA LOCAL GOVERNMENT CONVENTION AND AGM 2021

PROPOSED MEETING DATE:	21 July 2021
PROPONENT:	N/A
LOCATION:	N/A
AUTHOR:	Rick Miller – Chief Executive Officer
REPORTING OFFICER:	Rick Miller – Chief Executive Officer
FILE NO:	041.1.6
ASSESSMENT NO:	N/A
ATTACHMENTS:	1. Notice of WALGA AGM Information 2. Observer Registration Form 3. WA LG Convention - Information and Registration
DISCLOSURE OF INTEREST:	Nil

PURPOSE

1. To nominate two members of Council to represent the Shire of Kent as voting delegates at the Western Australian Local Government Association (WALGA) Annual General Meeting; and
2. To determine which Councillors will be attending the WALGA WA Local Government Convention and Dinner.

BACKGROUND

The following correspondence was recently received:



Mr Rick Miller
Chief Executive Officer
Shire of Kent

Dear Rick

2021 WA LOCAL GOVERNMENT CONVENTION

I'm pleased to advise that registration for the 2021 WA Local Government Convention is now open. The event, which incorporates WALGA's AGM, will take place on **Monday, 20 and Tuesday, 21 September**, with the Opening Welcome Reception being held on the evening of Sunday, 19 September. After many years the event returns to Crown Perth and will once again provide a valuable opportunity to meet other Council CEOs and Elected Members from around the State, share stories and experiences and learn from one another.

Please find attached the [Information and Registration Brochure](#), and more information regarding the conference and venue are available on the [WALGA website](#). If you would like to attend please visit the [LGC21 Registration Page](#) to complete your registration online. The registration deadline is Wednesday, 1 September.

Accommodation suggestions were earlier circulated and are also available on the WALGA website. For other assistance please contact Event Manager, Ulla Prill on 9213 2043 or email registration@walga.asn.au.

We look forward to your participation at the 2021 WA Local Government Convention.
Kind regards

Nick Sloan | Chief Executive Officer | WALGA

(p) (08) 9213 2025 | (e) nsloan@walga.asn.au

Annual General Meeting 2021

The 2021 AGM will be held from 9:00am on **Monday, 20 September** at Crown Perth.

The Notice of Meeting (including procedural information for submission of motions) can be found [here](#).

All Member Councils are entitled to be represented by two (2) voting delegates at the AGM. Delegates must register their attendance in advance, using the form found [here](#).

Elected Members and senior officers from Member Councils are also welcome to attend the AGM as observers. Registration is essential, and can be done by using the form found [here](#).

Key dates for the 2021 AGM are as follows:

- **Friday, 2 July** – Deadline to submit motions proposing amendments to WALGA's constitution
- **Friday, 16 July** – Deadline to submit motions for the AGM Agenda
- **Friday, 27 August** – Registration of voting delegates and observers closes

Monday, 20 September – Annual General Meeting, Crown Perth

COMMENT

Having an early indication of which Councillors will be attending the WA Local Government Convention and AGM allows staff to pre-book accommodation at the cheapest available rate and closest location to event. It also allows Councillors enough time to book annual leave with their employer if required

Council will need to choose two (2) members who will be voting members at the WALGA AGM and two (2) proxies.

The WALGA Convention is a great opportunity for Councillors to learn more about the sector and their role, and also to network with other Councillors.

Councillors can choose to attend some or all relevant days with some choices on other forums made once more information is available.

STATUTORY IMPLICATIONS

N/A

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The cost to attend the LG Convention (2 day event) is budgeted each year. Costs of full registration, meals and accommodation is generally about \$2,000/person. Previous years costs have usually been from \$7,000 to \$8,000. Attendance at the AGM is free of charge, however there may be a cost for the associated workshop/presentations and dinner. The conferences budgets 2021/22 accounts are 04101 \$10,000 and 04301 \$8,000.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2017-2027

Economic Objective - Support growth and progress, locally and regionally.

Outcome 1.1 Growth in business opportunities

1.1.2 Promote the Shire of Kent and the Region in general.

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

Outcome 4.1 An efficient and effective organisation

4.1.1 Continually improve operational efficiencies and provide effective services.

4.1.2 Continue to enhance communication and transparency.

Outcome 4.2 An employer of choice

4.2.1 Provide a positive, desirable workplace

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council:

1. Nominate the following two (2) Councillors, Cr. _____ and Cr. _____ to be Council's voting delegates and nominate Cr. _____ and Cr. _____ as PROXY delegates at the 2021 WALGA Annual General Meeting on Monday 20 September 2021;

2. Authorise a Senior Executive Officer and nominate the following Councillors to attend the 2021 WA Local Government Association AGM And Convention and dinner to be held 20 – 21 September 2021, on behalf of the Shire of Kent:

OCM2122/016 - COUNCIL RESOLUTION

MOVED Cr JN Germain / Cr TD Borgward

That Council:

- 1. Nominate the following two (2) Councillors, Cr Scott Crosby and Cr Tim Borgward to be Council's voting delegates and nominate Cr Renae Jury and Cr Kate Johnston as PROXY delegates at the 2021 WALGA Annual General Meeting on Monday 20 September 2021;**
- 2. Authorise a Senior Executive Officer and nominate the following Councillors to attend the 2021 WA Local Government Association AGM And Convention and dinner to be held 20 – 21 September 2021, on behalf of the Shire of Kent:**

**Cr Scott Crosby
Cr Tim Borgward**

**CARRIED 5/0
By Simple Majority**

10. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11. NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL

Nil

12. MATTERS BEHIND CLOSED DOORS

That the meeting be closed to the public in accordance with section 5.23 Local Government Act 1995, 5.5.23(2))

- Matters affecting employee(s)
- Personal affairs of any person(s), including financial and/or commercial Contracts
- Commercial Confidentiality
- Legal advice/matters
- Public safety/security matters where public knowledge may be prejudicial.

PROCEDURAL MOTION

That Council closes the meeting to the public to consider matters of a confidential nature behind closed doors.

OCM2122/017 - COUNCIL RESOLUTION

MOVED Cr JN Germain / Cr BC Bamess

That Council closes the meeting to the public to consider matters of a confidential nature behind closed doors.

**CARRIED 5/0
By Simple Majority**

Chief Executive Officer, Deputy Chief Executive Officer and Works Manager left the meeting room at 5.45

12.1.1 CONFIDENTIAL - APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

PROPOSED MEETING DATE:	21 July 2021
PROPOSER:	NA
LOCATION:	NA
AUTHOR:	Michelle Bamess, Deputy Chief Executive Officer
REPORTING OFFICER:	Cr Scott Crosby, Shire President
FILE NO:	152.1.1
ASSESSMENT NO:	NA
ATTACHMENTS:	NA
DISCLOSURE OF INTEREST:	Nil

PURPOSE

Council to consider and approve the appointment of preferred external candidate as Acting CEO of the Shire of Kent for the period of approximately 9 August 2021 on an ongoing basis until a permanent Chief Executive Officer (CEO) is appointed.

REASON FOR CONFIDENTIALITY

That in accordance with Section 5.23 (2) of the *Local Government Act 1995* the which permits the meeting to be closed to members of the public for business relating to the following:
b) the personal affairs of any person, including financial and/or commercial contracts

OCM2122/018 - COUNCIL RESOLUTION

MOVED Cr TD Borgward / Cr JN Germain

- 1. Appoint Mr Robert John Stewart to the position of Acting Chief Executive Officer of the Shire of Kent on an ongoing basis beginning on or after 9 August 2021, subject to a satisfactory result of a National Police Clearance;**
- 2. Confirms that the Council believes that Mr Rob Stewart is suitably qualified for the position and that the Council is satisfied with the provisions of the proposed employment contract; and**
- 3. Authorise the Shire President to enter into employment contract negotiations with Mr Robert John Stewart, in accordance with the provisions of the Contract of Casual Employment between the Shire of Kent (Shire of Kent) and Mr Robert John Stewart (Employee) effective on or after 9 August 2021.**
- 4. To provide furnished accommodation at 21A George Street Nyabing for the Acting CEO, Council authorises expenditure of up to \$10,000 to be included in the 2021/2022 budget for the purchase of appliances, furniture, linen, crockery and cutlery.**
- 5. Instruct that the CEO while on special leave will continue the functions of CEO until the commencement of Acting CEO Rob Stewart.**

**CARRIED 5/0
By Absolute Majority**

12.1.2 CONFIDENTIAL - CEO RECRUITMENT

PROPOSED MEETING DATE:	21 July 2021
PROPOSER:	NA
LOCATION:	NA
AUTHOR:	Cr Scott Crosby, Shire President/ Michelle Bamess, DCEO
REPORTING OFFICER:	Cr Scott Crosby, Shire President
FILE NO:	152.1.1
ASSESSMENT NO:	NA
ATTACHMENTS:	Draft CEO Application Package and Position Description
DISCLOSURE OF INTEREST:	Nil

PURPOSE

Council to consider and approve the Application Package and Job Description for the recruitment of a CEO and the appointment of Mr Devon Gilmour as the independent person to join the CEO selection panel.

REASON FOR CONFIDENTIALITY

That in accordance with Section 5.23 (2) of the *Local Government Act 1995* the which permits the meeting to be closed to members of the public for business relating to the following:
b) the personal affairs of any person, including financial and/or commercial contracts

OCM2122/019 - COUNCIL RESOLUTION

MOVED Cr KV Johnston / Cr BC Bamess

That Council

- 1. Pursuant to Schedule 2 clause 5(2) of the Local Government (Administration) Regulations Act 1996, approve the Application Package and Job Description for the recruitment of a CEO.**
- 2. Appoints Mr Devon Gilmour to join the CEO selection panel as the independent person, pursuant to Regulation 8(3)(b) of the Local Government (Administration) Regulations 1996.**

**CARRIED 5/0
By Absolute Majority**

PROCEDURAL MOTION

That Council re-open the meeting to the general public

OCM2122/020 - COUNCIL RESOLUTION

MOVED Cr JN Germain / Cr TD Borgward

That Council re-open the meeting to the general public.

**CARRIED 5/0
By Simple Majority**

Chief Executive Officer, Deputy Chief Executive Officer and Works Manager returned to the meeting room at 6.16pm

13. MEETING CLOSED

There being no further business the Shire President Cr Scott Crosby, closed the meeting at 6.17pm.