



Special Council Meeting
Minutes
20 April 2017

CONFIRMATION OF MINUTES

I hereby certify that the Minutes of the Special Council Meeting held on 20 April 2017 are a true and accurate record of the proceedings contained therein.


.....
Mr Ian Fletcher
Commissioner

21/5/17
.....

Dated

All attachment items referred to in these minutes are available for public perusal at the Shire Office

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Signed at Exmouth

(K Woodward), Acting Chief Executive Officer Shire of Exmouth

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SPECIAL COUNCIL MEETING MINUTES

Our Vision

To support and develop a vibrant, welcoming community that embraces its past, values its present and plans for a sustainable future

Our Purpose

To responsibly provide governance for the whole community in the best interest of current and future generations

Our Strategic Objectives

- To provide sustainable management of the organisation
- To consistently apply the principles of Good Governance
 - To communicate effectively
 - To promote socioeconomic development
 - To value our environment and heritage

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Commissioner welcomed the gallery and declared the meeting open at 2.00 pm.

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

Mr Ian Fletcher	Commissioner
Mr K Woodward	Acting Chief Executive Officer
Mrs S O'Toole	Executive Manager Corporate Services
Mrs J Cutler	Acting Executive Manager Community Engagement
Mrs C Webster	Acting Executive Manager Health and Building
Mr M Johnston	Acting Executive Manager Town Planning
Mrs M Head	Minute Clerk

GALLERY

Visitors 13

APOLOGIES

Nil

LEAVE OF ABSENCE

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTIONS TIME

In accordance with section 5.24 of the *Local Government Act 1995*, a 15 minute public question time is made available to allow members of the public the opportunity of questioning Council on matters concerning them.

Council Consideration Towards Public

When public questions necessitate resolutions of Council, out of courtesy and at the President discretion the matter is to be dealt with immediately to allow the public to observe the determination of the matter (obviates the need for the public to wait an undetermined period of time).

When a matter is listed on the Agenda and member/s of the public are in attendance to observe the determination of the matter, out of courtesy and at the discretion of the President the matter is to be brought forward on the agenda and dealt with immediately to allow the public to observe the determination of the matter (again this obviates the need for the public to wait an indeterminate period of time).

In accordance with section 11 of the *Local Government (Administration) Regulations 1996*:

11 . Minutes, content of (Act s. 5.25(1)(f))

The content of minutes of a meeting of a council or a committee is to include —

- (e) a summary of each question raised by members of the public at the meeting and a summary of the response to the question;***

Question by Ann Sigley

What is happening with the airport management? Can we be assured that there will be no nepotism in appointments?

The Commissioner advised there was a recent review completed by Independent consultant, Mr Nick Belyea, retired CEO of Broome International Airport. Nick was appointed to review the Aviation business and operational plans. Also Mr Wayne Ticehurst, recently retired Chief Financial Officer from Westralia Airports Corporation, will be looking at the costings of the Airport operations. These reports will be considered in coming weeks.

There is currently issues with the Heliport in that Bristow are considering other options such as Onslow and Karratha. The Commissioner advised he has a meeting with oil and gas companies; BHP Billiton, Quadrant and Woodside in Perth in coming weeks to discuss. He will also be meeting with Steve Barrett, Regional Manager, Western Australia, for Qantas.

In conclusion the Airport is under review at the moment. There will be no nepotism in appointments.

5. DECLARATIONS OF INTEREST

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

The *Local Government Act 1995* (Section 2.25) provides that a Council may, by resolution, grant leave of absence to a member for Ordinary Council Meetings. A member who is absent, without first obtaining leave of the Council, throughout three consecutive Ordinary meetings of the Council is disqualified from continuing his or her membership of the Council.

Disqualification from membership of the Council for failure to attend Ordinary Meetings of the Council will be avoided so long as the Council grants leave prior to the member being absent. The leave cannot be granted retrospectively. An apology for non-attendance at a meeting is not an application for leave of absence.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Nil

8. ANNOUNCEMENTS BY THE PRECIDING PERSON

Suspended Shire of Exmouth Councillors will receive training from the Department of Local Government on governance and the role and responsibilities of local councils. The training will take place in Exmouth in the second week of June.

The Commissioner will meet with the Minister for Local Government, the Honourable David Templeman in Perth next Thursday 27 April at 3.00 pm to give him a progress report in his role as Commissioner at the Shire of Exmouth.

9. PETITIONS, DEPUTATION, PRESENTATIONS AND SUBMISSIONS

Nil

10. MATTERS ARISING FROM COMMITTEES OF COUNCIL

Nil

11. REPORTS OF COUNCILLORS

Nil

12. REPORTS OF OFFICERS

Nil

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

Nil

14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Nil

15. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

As the following report was a matter to be considered behind closed doors the Commissioner, Acting Chief Executive Officer and Executive Manager Corporate Services left the Chambers at 2.03pm to discuss the confidential employee matter.

15.1 APPOINTMENT OF THE CHIEF EXECUTIVE OFFICER

COUNCIL RESOLUTION**ITEM 15.1**

Res No: 17-0417

That the Commissioner:

- 1. Appoint Mr Cameron Woods as Chief Executive Officer for a term of five years at a total salary package in accordance with the Salaries and Allowances Tribunal determination for Band 3 inclusive of the following:**
 - **Salary,**
 - **Superannuation,**
 - **Motor vehicle or allowance as negotiated and**
 - **Other benefits as negotiated.**

- 2. Authorise the Executive Manager Corporate Services to work with the Commissioner and Mr Peter Casey from Beilby Recruitment on the employment contract and to obtain appropriate legal advice where necessary.**

CARRIED 1/0

The Commissioner, Acting Chief Executive Officer and Executive Manager Corporate Services returned to Chambers at 2.04pm.

The Commissioner read out the behind closed doors resolution to gallery.

The Commissioner expressed his sincere appreciation to Keith Woodward for the outstanding job he has done whilst acting in the role of Chief Executive Officer during this tough time. He went on to say that he had worked with many people during his time and Keith is one of the best.

Keith will continue to act in the role until Cameron commences, which is expected to be in June. He will also be appointed to Deputy Chief Executive Officer on every occasion when the Chief Executive Officer is on leave in the future.

The Commissioner informed the gallery that a total of 46 applications were received for the Chief Executive Officer role, 11 were shortlisted, and 6 applicants were interviewed in Exmouth on the 10 April. Three were female and three were male. The panel consisted of himself, Mr Kerry Graham, Honorary Freeman of the Shire of Exmouth as the community representative and Ms Karen Dickenson as the Public Sector Commission representative. Ms Dickenson is the former Managing Director of the Kimberley TAFE.

16. CLOSURE OF MEETING

The Commissioner closed the meeting at 2.13pm.