



Shire of Dardanup

CONFIRMED

MINUTES

FOR THE

SPECIAL COUNCIL MEETING

Held

24th May 2023

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

This document is available in alternative formats such as:

- ~ Large Print
- ~ Electronic Format [emailed]
Upon request.

VISION STATEMENT

“The Shire of Dardanup is a healthy, self-sufficient and sustainable community, that is connected and inclusive, and where our culture and innovation are celebrated.”

TABLE OF CONTENTS

1	DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS.....	1
2	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED	2
2.1	<i>Attendance</i>	<i>2</i>
2.2	<i>Apologies</i>	<i>2</i>
2.3	<i>Leave of Absence</i>	<i>2</i>
2.4	<i>Previous Meetings</i>	<i>2</i>
3	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	4
4	PUBLIC QUESTION TIME.....	4
5	APPLICATIONS FOR LEAVE OF ABSENCE	4
6	PETITIONS/DEPUTATIONS/PRESENTATIONS	4
7	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	5
8	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	5
9	ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED.....	5
9.1	<i>Title: Preparation of Government Engagement Strategy</i>	<i>5</i>
9.2	<i>Title: Chief Executive Officer Review.....</i>	<i>5</i>
10	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN.....	6
11	DECLARATION OF INTEREST	6
12	REPORTS OF OFFICERS AND COMMITTEES	7
12.1	EXECUTIVE REPORTS.....	7
12.2	SUSTAINABLE DEVELOPMENT DIRECTORATE REPORTS	7
12.3	INFRASTRUCTURE DIRECTORATE REPORTS	7
12.4	CORPORATE & GOVERNANCE DIRECTORATE REPORTS.....	7
12.5	COMMITTEES.....	7
13	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	7
14	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING.....	7
15	PUBLIC QUESTION TIME.....	7
16	MATTERS BEHIND CLOSED DOORS	7
16.1	<i>Title: Preparation of Government Engagement Strategy</i>	<i>9</i>
16.2	<i>Title: Chief Executive Officer Review Committee Minutes</i>	<i>10</i>
17	CLOSURE OF MEETING	14

COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.

Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

DISCLAIMER

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

RISK ASSESSMENT

Inherent Risk	The level of risk in place in order to achieve the objectives of the Council and before actions are taken to alter the risk's impact or likelihood.
Residual Risk	The remaining level of risk following the development and implementation of Council's response.
Strategic Context	These risks are associated with achieving Council's long term objectives.
Operational Context	These risks are associated with the day-to-day activities of the Council.
Project Context	Project risk has two main components: <ul style="list-style-type: none"> • Direct refers to the risks that may arise as a result of project, which may prevent the Council from meeting its objectives. • Indirect refers to the risks which threaten the delivery of project outcomes.

SHIRE OF DARDANUP

MINUTES OF THE SHIRE OF DARDANUP SPECIAL COUNCIL MEETING HELD ON WEDNESDAY, THE 24TH MAY 2023, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 2.00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

The Presiding Member Cr. M T Bennett declared the meeting open at 2.00pm, welcomed those in attendance, referred to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region and pay our respects to their elders, past, present and emerging. The Shire of Dardanup also respects and celebrates all cultures of all our residents and visitors to our Shire.

Emergency Procedure

In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, you will be directed to an appropriate Assembly Area where we will meet (and complete a roll call).

Affirmation of Civic Duty and Responsibility

Councillors and Officers of the Shire of Dardanup collectively declare that 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 judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

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

2.1 Attendance

Cr. Michael Bennett	-	Shire President
Cr. Tyrrell Gardiner	-	Deputy Shire President
Cr. Peter Robinson	-	Elected Member
Cr. Mark Hutchinson	-	Elected Member
Cr. Ellen Lilly	-	Elected Member
Cr. Patricia Perks	-	Elected Member
Cr. Stacey Gillespie	-	Elected Member
Mr André Schönfeldt	-	Chief Executive Officer
Mr Phil Anastasakis	-	Deputy Chief Executive Officer
Mr Theo Naudé	-	Director Infrastructure
Ms Cathy Lee	-	Manager Governance and HR

2.2 Apologies

Ms Susan Oosthuizen	-	Director Special Projects & Community
---------------------	---	---------------------------------------

2.3 Leave of Absence

Cr L W Davies – Elected Member [Res: 78-23]

2.4 Previous Meetings

DATE	TYPE	CR. M T BENNETT	CR. L W DAVIES	CR. J DOW	CR. T G GARDINER	CR. S L GILLESPIE	CR. M R HUTCHINSON	CR. E P LILLY	CR. P R PERKS	CR. P S ROBINSON
NOVEMBER 2022										
16/11/22	WS Rating	✓	NA	✓	Ap	Ap	✓	✓	Ap	LoA
16/11/22	AF	✓	NA	✓	Ap	✓	✓	✓	Ap	LoA
23/11/22	CF	✓	✓	✓	✓	✓	✓	✓	Ap	LoA
23/11/22	OCM	✓	✓	✓	✓	✓	✓	✓	Ap	LoA
30/11/22	WS REVIEW OF POLICIES CP034, CP128, CP070 & CP044	✓	NA	✓	✓	Ap	✓	✓	Ap	LoA
30/11/22	WS EATON AND DARDANUP PLACE PLANS	✓	NA	✓	✓	Ap	✓	✓	Ap	LoA
DECEMBER 2022										
7/12/22	WS GLEN HUON OVAL - TICKET FENCING	✓	NA	✓	✓	Ap	✓	✓	✓	✓R
7/12/22	AF	✓	NA	✓	✓	✓	✓	✓	✓	✓R
14/12/22	CF	✓	NA	✓	✓	✓	✓	✓	✓	✓
14/12/22	OCM	✓	✓	✓	✓	✓	✓	✓	✓	✓

DATE	TYPE	CR. M T BENNETT	CR. L W DAVIES	CR. J DOW	CR. T G GARDINER	CR. S L GILLESPIE	CR. M R HUTCHINSON	CR. E P LILLY	CR. P R PERKS	CR. P S ROBINSON
JANUARY 2023										
18/01/23	AF	✓	LoA	Ap	✓	✓	✓	✓	LoA	✓R
25/01/23	CF	✓	LoA	✓	✓	✓	✓	✓	LoA	✓
25/01/23	OCM	✓	LoA	✓	✓	✓	✓	✓	LoA	✓
25/01/23	SCM ANNUAL ELECTORS MEETING	✓	LoA	✓	✓	✓	✓	✓	LoA	✓
FEBRUARY 2023										
1/02/23	WS CHRMAP DRAFT REPORT PRESENTATION	✓	NA	Ap	✓	✓	✓	✓	✓	Ap
1/02/23	WS DIFFERENTIAL RATES	✓	NA	✓	✓	✓	✓	✓	✓	Ap
8/02/23	WS REVIEW OF DRAFT MEMORIALS POLICY	✓	NA	Ap	✓	LoA	✓	✓	✓	Ap
13/02/23	BUREKUP COMMUNITY MEETING	✓		✓	✓		✓			Ap
14/02/23	DARDANUP COMMUNITY MEETING	✓			✓		✓	✓	✓	Ap
15/02/23	AF	✓	NA	Ap	✓	LoA	✓	✓	Ap	Ap
15/02/23	EATON COMMUNITY MEETING	✓			✓	✓		✓	✓	Ap
16/02/23	FERGUSON COMMUNITY MEETING	✓			✓			✓	✓	Ap
22/02/23	CF	✓	Ap	✓	✓	LoA	✓	✓	✓	✓
22/02/23	OCM	✓	Ap	✓	✓	LoA	✓	✓	✓	✓
24/02/23	WS FRAUD AWARENESS TRAINING			-			✓		✓	
MARCH 2023										
1/03/23	WS SHIRE OF DARDANUP LOCAL BIKE PLAN	✓	NA	-	✓	Ap	✓	✓	✓	Ap
1/03/23	WS REVIEW OF HERITAGE SURVEY	✓	NA	-	✓	✓	✓	✓	✓	Ap
8/03/23	WS INTEGRATED PLANNING COMMITTEE MEETING	✓	✓	-	✓	✓	✓	✓R	✓	✓
8/03/23	SCM	✓	✓	-	✓	✓	✓	✓R	✓	✓
15/03/23	AF	✓	NA	-	✓	✓	✓	✓	✓	✓R
22/03/23	CF	✓	NA		✓	✓	✓	✓	✓	✓
22/03/23	OCM	✓	✓		✓	✓	✓	✓	✓	✓
29/03/23	WS MARKYT COMMUNITY SCORECARD REPORT	✓			✓		✓	Ap	✓	

DATE	TYPE	Cr. M T BENNETT	Cr. L W DAVIES	Cr. J DOW	Cr. T G GARDINER	Cr. S L GILLESPIE	Cr. M R HUTCHINSON	Cr. E P LILLY	Cr. P R PERKS	Cr. P S ROBINSON
30/03/23	WS PROJECT CONNECT	✓	NA	~	✓	Ap	Ap	✓	✓	✓R
APRIL 2023										
19/04/23	AF	✓	NA	~	✓	✓	LoA	✓	✓	✓R
26/04/23	CF	✓	✓	~	✓	✓	LoA	✓	✓	✓
26/04/23	OCM	✓	✓	~	✓	✓	LoA	✓	✓	✓
MAY 2023										
3/05/23	WS – PRAMP									Ap
17/05/23	WS – MRWA PRESENTATION	✓	LoA	~	✓	✓	✓	✓	✓R	✓R
17/05/23	AF	✓	LoA	~	✓	✓	✓	✓	✓R	✓R
24/05/23	SCM	✓	LoA	~	✓	✓	✓	✓	✓	✓

TYPE LEGEND	
AF	Agenda Forum
CF	Concept Forum
OCM	Ordinary Council Meeting
SCM	Special Council Meeting
WS	Workshop

ATTENDANCE LEGEND	
✓	Attendance
✓R	Remote Attendance
Ap	Apology
LoA	Leave of Absence
NA	Non Attendance

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

None.

5 APPLICATIONS FOR LEAVE OF ABSENCE

None.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The Minutes of the Ordinary Council Meeting [OCM] held on the 26th April 2023 will be presented to the OCM to be held on 24th May 2023 for confirmation.

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

None.

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

9.1 Title: Preparation of Government Engagement Strategy

9.2 Title: Chief Executive Officer Review

It is recommended that Council go behind closed doors toward the end of the meeting in accordance with Shire of Dardanup Standing Orders & Local Government Act 1995 Section 5.23 (2) - Matters for Which Meeting May Be Closed:

Standing Order and the Local Government Act 1995 provides for Council to resolve to close the meeting to the public and proceed behind closed doors for matters:

- | | |
|---------------|---|
| <p>S 5.23</p> | <p>(1) Subject to subsection (2), the following are to be open to members of the public-</p> <ul style="list-style-type: none"> (a) all Council meetings; and (b) all meetings of any committee to which a local government power or duty has been delegated. <p>(2) If a meeting is being held by a Council or by a committee referred to in subsection (1) (b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following -</p> <ul style="list-style-type: none"> (a) a matter affecting an employee or employees; (b) the personal affairs of any person; (c) 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; (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; (e) a matter that if disclosed, would reveal - <ul style="list-style-type: none"> (i) a trade secret; (ii) information that has a commercial value to a person; or (iii) information about the business, professional, commercial or financial affairs of a person, |
|---------------|---|

- where the trade secret or information is held by, or is about, a person other than the local government;
- (f) a matter that if disclosed, could be reasonably expected to -
- (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
- (ii) endanger the security of the local government's property; or
- (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
- (g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and
- (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

Note: Shire President, Cr. M T Bennett advised that the meeting will go behind closed doors toward the end of the meeting to discuss S.5.23 section (2)(c) and (2)(d) a matter affecting 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; a matter affecting an employee or employees discussed at the meeting.

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

11 DECLARATION OF INTEREST

"Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences."

Key Management Personnel (which includes Elected Members, CEO and Directors) are reminded of their requirement to disclose biannually transactions between Council and related parties in accordance with Council Policy CnG CP039.

Note: Chairperson to ask Councillors and Staff if there are any Declarations of Interest to be declared.

- *Chief Executive Officer, Mr André Schönfeldt declared a Financial Interest in item 16.1 of this agenda as the report relates to Mr Schönfeldt's employment and income. The Chief Executive Officer is not the author any of the reports to the Committee or the Council, having only contributed to the Performance Review comments.*

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 EXECUTIVE REPORTS

None.

12.2 SUSTAINABLE DEVELOPMENT DIRECTORATE REPORTS

None.

12.3 INFRASTRUCTURE DIRECTORATE REPORTS

None.

12.4 CORPORATE & GOVERNANCE DIRECTORATE REPORTS

None.

12.5 COMMITTEES

None.

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

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

None.

15 PUBLIC QUESTION TIME

None.

16 MATTERS BEHIND CLOSED DOORS

It is recommended that the following item be heard behind closed doors.

Shire of Dardanup Standing Orders & Local Government Act 1995 Section 5.23 - Matters for Which Meeting May Be Closed:

Standing Order and the Local Government Act 1995 provides for Council to resolve to close the meeting to the public and proceed behind closed doors for matters:

- S 5.23 (1) *Subject to subsection (2), the following are to be open to members of the public-*
- (a) *all Council meetings; and*
 - (b) *all meetings of any committee to which a local government power or duty has been delegated.*
- (2) *If a meeting is being held by a Council or by a committee referred to in subsection (1) (b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following -*
- (a) *a matter affecting an employee or employees;*
 - (b) *the personal affairs of any person;*
 - (c) *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;*
 - (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
 - (e) *a matter that if disclosed, would reveal -*
 - (i) *a trade secret;*
 - (ii) *information that has a commercial value to a person; or*
 - (iii) *information about the business, professional, commercial or financial affairs of a person,*
where the trade secret or information is held by, or is about, a person other than the local government;
 - (f) *a matter that if disclosed, could be reasonably expected to -*
 - (i) *impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
 - (ii) *endanger the security of the local government's property; or*
 - (iii) *prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
 - (g) *information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and*
 - (h) *such other matters as may be prescribed.*
- (3) *A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

104-23

MOVED -

Cr. P R Perks

SECONDED -

Cr. S L Gillespie

THAT in accordance with the Local Government Act 1995, S 5.23, section (2)(a) and (2)(c) Council goes Behind Closed Doors [2.01pm] to discuss a matter affecting an employee and also 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.

CARRIED
7/0

16.1 Title: Preparation of Government Engagement Strategy

Reporting Department	Executive
Responsible Officer	Mr André Schönfeldt - Chief Executive Officer
Reporting Officer	Mr André Schönfeldt - Chief Executive Officer
Legislation	Local Government Act 1995
Council Role	Executive/Strategic.
Voting Requirement	Simple Majority.

REPORT UNDER SEPARATE COVER

Note: In accordance with the Local Government Act 1995 5.23 (2) this report is not available to the public. The Shire President tables the confidential report on this matter and provides copies to each elected member. The report will be located in the Records Management System of the Council.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

105-23 MOVED - Cr. M T Bennett SECONDED - Cr. S L Gillespie

THAT Council appoints consultants ReGen Strategic [Confidential Attachment Tardis Link: [R0001394901](#)] to prepare a Government Engagement Plan or Advocacy Strategy for the Shire of Dardanup.

CARRIED
7/0

16.2 Title: Chief Executive Officer Review Committee Minutes

Reporting Department	Executive
Responsible Officer	Chief Executive Officer Review Committee
Reporting Officer	Ms Cathy Lee – Manager Governance & HR
Legislation	Local Government Act 1995
Council Role	Executive/Strategic.
Voting Requirement	Simple Majority.
Attachments	16.2 – Committee CEO Review Committee Minutes Under Separate Cover “Confidential CEO Review Documents”

DECLARATION OF INTEREST

Chief Executive Officer, Mr André Schönfeldt declared a Financial Interest in this item.
Please refer to Part 11 ‘Declaration of Interest’ for full details.

Note: The following staff members left the room [2.16pm]:

- | | |
|-----------------------|----------------------------------|
| - Mr André Schönfeldt | - Chief Executive Officer |
| - Mr Phil Anastasakis | - Deputy Chief Executive Officer |
| - Mr Theo Naudé | - Director Infrastructure |

MINUTES OF THE SHIRE OF DARDANUP CEO REVIEW COMMITTEE MEETING HELD ON MONDAY, 8TH MAY 2023, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 1.00PM.

Officer Comment

The Minutes of the CEO Review Committee Meeting held on the 8th of May 2023 [Appendix ORD: 16.2] are attached. Note: These minutes are available to the public.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

106-23 MOVED - Cr. S L Gillespie SECONDED - Cr. E P Lilly

THAT Council receives the Minutes [Appendix ORD: 16.2] of the CEO Review Committee Meeting held on the 8th of May 2023.

CARRIED
7/0

- *Chief Executive Officer – KPI Quarterly Report #3 of 2022/23*

CEO REVIEW COMMITTEE RESOLUTION & COUNCIL RESOLUTION

107-23 MOVED - Cr. M T Bennett SECONDED - Cr. E P Lilly

THAT Council:

1. **Receive the Confidential Attachment Part 'B' - CEO KPI Quarterly Report #3 of 2022/23" (Tardis Ref: [R0001347752](#)).**
2. **Note the progress of the Chief Executive Officer KPI'S for the third quarter.**

CARRIED
7/0

- *Chief Executive Officer Annual Performance Review Report 2022/23*

CEO REVIEW COMMITTEE RESOLUTION & COUNCIL RESOLUTION

108-23 MOVED - Cr. T G Gardiner SECONDED - Cr. S L Gillespie

THAT Council:

1. **Notes that the appraisal of Mr Andries Schönfeldt, Chief Executive Officer, has been completed for the period of May 2022 to April 2023.**
2. **Endorses the findings of the 2022-23 Annual Performance Review Report (Confidential Attachment Part C - Tardis Ref: [EMP-R1394729](#)) from Price Consulting" and thanks Mr Schönfeldt for his efforts.**

CARRIED
7/0

- *Chief Executive Officer 2023/24 Annual KPI's*

CEO REVIEW COMMITTEE RESOLUTION & COUNCIL RESOLUTION

109-23 MOVED - Cr. M R Hutchinson SECONDED - Cr. T G Gardiner

THAT Council approves the CEO's Performance Criteria for the 2023-2024 period (Confidential Attachment Part D - Tardis Ref: [R0001390931](#)).

CARRIED
7/0

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

110-23 MOVED - Cr. M T Bennett SECONDED - Cr. P S Robinson

THAT Council request that the Chief Executive Officer present Quarterly Reports to Council as follows for the 2023/24 period:

QUARTER	COVERING PERIOD	MONTH TO BE PRESENTED TO COUNCIL
#1	April 2023 – June 2023	August 2023
#2	July 2023 – September 2023	November 2023
#3	October 2023 – December 2024	February 2024
#4	January 2024 – March 2024	May 2024

CARRIED
7/0

- *Review of CEO Annual Salary*

CEO REVIEW COMMITTEE RESOLUTION & COUNCIL RESOLUTION

111-23 MOVED - Cr. T G Gardiner SECONDED - Cr. P S Robinson

THAT Council applies a 2.5% increase to the cash component of the Chief Executive Officer Remuneration Package effective from the first full pay period following 1 July 2023.

CARRIED
7/0

- *Chief Executive Officer Professional Development*

CEO REVIEW COMMITTEE RESOLUTION & COUNCIL RESOLUTION

112-23 MOVED - Cr. P S Robinson SECONDED - Cr. T G Gardiner

THAT Council advise the Chief Executive Officer that it supports the Chief Executive Officer undertaking the following Professional Development in 2023/24 as per Part 6.8 of Contract:

1. Attendance at the annual WA LG Professionals Conference and CEO Forums;
and
2. Continuing the existing mentoring arrangement.

CARRIED
7/0

- *Consideration of Chief Executive Officer Contract Renewal Request*

**OFFICER RECOMMENDED RESOLUTION
CEO REVIEW COMMITTEE RESOLUTION & COUNCIL RESOLUTION**

113-23 MOVED - Cr. S L Gillespie SECONDED - Cr. P S Robinson

THAT Council:

1. Advise the Chief Executive Officer that his contract be extended for a further term of five years commencing on 1 March 2024 until 28 February 2029.
2. Endorses Confidential Attachment 'E' – [2024-2029 - CEO Contract - DRAFT](#) [Tardis Ref: [EMP-R1375470](#)] and delegates authority to the Shire President and Deputy Shire President to negotiate and execute the contract.

CARRIED

7/0

By Absolute Majority

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

114-23 MOVED - Cr. S L Gillespie SECONDED - Cr. M R Hutchinson

THAT Council return from Behind Closed Doors [3.08pm].

CARRIED

7/0

Note: In accordance with Standing Order 5.2(6) the Presiding Officer, did not cause the motion passed by Council whilst behind closed doors to be read out.

17 CLOSURE OF MEETING

The Presiding Officer advises that the date of the next:

- Ordinary Council Meeting of Council will be Wednesday, the 24th May 2023, commencing at 5.00pm at the Shire of Dardanup – Dardanup Hall, Dardanup.

There being no further business the Presiding Officer declared the meeting closed at 3.08pm.

**CONFIRMATION OF MINUTES**

“As the person presiding at the meeting at which these minutes were confirmed on the 28th of June 2023, I certify that these minutes have been confirmed as a true and accurate record of proceedings”.

Signature:

Email:



Michael.bennett@dardanup.wa.gov.au