



MINUTES

OF SPECIAL MEETING

TO DISCUSS A CONFIDENTIAL STAFF MATTER

HELD ON WEDNESDAY

27 JANUARY 2016

AT 3.00PM



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1. OPENING / ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE

1.1. Opening

Meeting declared open at 3.00pm.

1.2. Record of Attendance

D.E. Metcalf	President	Town Ward
G.B. Ralph	Deputy President	Rural South Ward
W.E. Coote		Rural North Ward
T.A Jones		Rural North Ward
R.I. Trepp		Rural South Ward
B.N. Walsh		Town Ward
D.P. Hudson		Town Ward
G.K.Martin	CEO (Acting)	

1.3. Apologies

Cr A. Metcalf.

1.4. Leave of Absence

Nil

2. DECLARATION OF INTEREST

CEO discloses a financial interest as the matter has implications for the length of his appointment.

3. PUBLIC QUESTION TIME

No Public Questions will be taken as the purpose of the meeting is to be discussed behind closed doors in accordance with Section 5.23(2)(a) and (b).

4. CONFIDENTIAL ITEM

4.1 Moving Behind Closed Doors

COUNCIL RESOLUTION – ITEM 4.1

(2584) Moved: Cr T.A. Jones Seconded: Cr R.I. Trepp Vote: 7/0

THAT THE MEETING MOVE BEHIND CLOSED DOORS TO DISCUSS CONFIDENTIAL MATTERS PURSUANT TO S.5.23 (2)(A) AND (B) AND (C) OF THE LOCAL GOVERNMENT ACT.

Voting Requirement – Simple Majority

4.2 Confidential Schedule of Actions

Please refer to confidential schedule of actions – Chief Executive Officer report dated 21 January 2016.

NOTE: WALGA representatives Tony Brown and Lydia Byfield were available from 3pm for a telephone conference if required to respond to any questions Councillors may have with respect to the CEO's employment contract. This telephone conference was not required and did not eventuate.

The Council considered the CEO's Confidential report and attachments and discussed the matter.

4.3 Confidential Briefing by the Forensic Auditor

Note: Although the Forensic Audit and Financial Management Review are incomplete, it is timely for the Council to be briefed on the process to date and preliminary findings.

3.40pm Mr Ron Back and Ms Megan Shirt attended the meeting and reinforced with the Council the requirement for strict confidentiality due to the incomplete nature of their work at this stage, the pending court process and the involvement of the CCC. They provided the Council with an overview of the forensic audit and the financial management review processes and responded to questions from the Councillor's.

Mr Back advised that the completion of the audit and review will be delayed slightly due to difficulties in accessing all necessary records and the need to liaise and coordinate with the CCC and the DPP.

4.4 Moving out from Behind Closed Doors

COUNCIL RESOLUTION – ITEM 4.4

(2585) Moved: Cr B.N. Walsh Seconded: Cr R.I. Trepp Vote: 7/0

THAT THE MEETING MOVE OUT FROM BEHIND CLOSED DOORS.

Voting Requirement – Simple Majority

4.5 Resolution for consideration

OFFICER RECOMMENDATION/COUNCIL RESOLUTION – ITEM 4.5

(2586) Moved: Cr D.P. Hudson Seconded: Cr T.A. Jones Vote: 7/0

THAT THE COUNCIL:

1. IS OF THE BELIEF THAT ANDREA SELVEY IS SUITABLY QUALIFIED TO BE EMPLOYED IN THE POSITION OF CHIEF EXECUTIVE OFFICER.
2. IS SATISFIED WITH THE PROVISIONS OF THE PROPOSED CONTRACT OF EMPLOYMENT TO BE ENTERED INTO WITH ANDREA SELVEY WITH A TOTAL REWARD PACKAGE IN ACCORDANCE WITH THE SALARIES AND ALLOWANCES TRIBUNAL BAND 4.

3. APPOINTS ANDREA SELVEY TO THE POSITION OF CHIEF EXECUTIVE OFFICER WITH THE SHIRE OF DOWERIN FOR A THREE YEAR PERIOD, COMMENCING ON MONDAY 14 MARCH 2016 AND CONCLUDING ON 14 MARCH 2019.
4. AUTHORISE THE SHIRE PRESIDENT AND THE ACTING CEO TO FINALISE THE CONTRACT OF EMPLOYMENT AND APPLY THE COMMON SEAL; AND
5. AUTHORISE THE SHIRE PRESIDENT AND THE ACTING CEO TO FACILITATE THE RELOCATION AND COMMENCEMENT OF THE NEW CEO.

Voting Requirement – Absolute Majority

5. CLOSURE OF MEETING

There being no further business, the Shire President Cr DE Metcalf declared the meeting closed at 5.13pm.

These minutes were confirmed true and accurate at the Ordinary Council Meeting held on Tuesday 23 February 2016.

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D.E. Metcalf
PRESIDENT

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Date