



Agenda

Special Council Meeting
Wednesday 5 March 2025

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| Date | Wednesday 5 March 2025 |
| Time | 3:00pm |
| Location | Shire of Wickepin Council Chambers 77 Wogolin Road, Wickepin WA 6370 |
| Distribution Date | Tuesday 4 March 2025 |



Notice of Meeting

Please be advised a Special Council Meeting will be held at 3:00pm on Wednesday 5 March 2025 at Council Chambers, 77 Wogolin Road, Wickepin WA 6370, to discuss the following –

- Appointment of Chief Executive Officer

Kellie Bartley
Chief Executive Officer
4 March 2025

Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Wickepin for any act, omission or statement or intimation occurring during council / committee meetings or during formal / informal conversations with Shire of Wickepin employees or representatives. The Shire of Wickepin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during council / committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular, and without derogating in any way from the broad disclaimer above, in discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member, employee or representative of the Shire of Wickepin during the course of any meeting is not intended to be, and is not to be, taken as notice of approval from the Shire of Wickepin. The Shire of Wickepin warns anyone who has an application lodged with the Shire of Wickepin must obtain, and only should rely on, written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wickepin in respect of the application.

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1 Declaration of Opening

The Shire President declared the meeting open at [time].

2 Attendance

2.1 Present

Councillors

| | |
|------------|------------|
| J Russell | Councillor |
| W Astbury | Councillor |
| F Allan | Councillor |
| L Corke | Councillor |
| J Mearns | Councillor |
| P Thompson | Councillor |

Employees

| | |
|-----------|--------------------------------|
| K Bartley | Chief Executive Officer |
| E Clement | Deputy Chief Executive Officer |

Apologies

| | |
|----------|------------|
| T Miller | Councillor |
|----------|------------|

3 Public Question Time

3.1 Public Question Time

4 Apologies and Leave of Absence

4.1 Apologies

4.2 Previously Approved Leave of Absence

4.3 Requests for Leave of Absence

5 Petitions, memorials and deputations

6 Declarations of Councillors and Officers Interest

A member or officer who has an impartiality, proximity or financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during, any discussion or

decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest have been disclosed –

7 Confirmation of minutes of previous Council Meetings

Nil

8 Status Report

Nil

9 Motions of which notice has been given

Nil

10 Receipt of minutes or reports and consideration of recommendations

Nil

11 Presidents Report

Nil

12 Report by the Chief Executive Officer

Nil

13 Notice of motions for the following meeting

Nil

14 Reports and Information

In accordance with Section 5.23(2)(a) and (c) of the *Local Government Act 1995* the CEO has recommended this Item be considered behind closed doors as the subject matter relates to the following matters prescribed by Section 5.23(2)(a) and (c):

A matter affecting an employee or employees;

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.

In accordance with Clause 4.2 of the Standing Orders Local Law the contents of this item are to remain confidential and must not be disclosed by a member to any person other than a member of Council or an employee of the Council to the extent necessary for the purpose of carrying out his or her duties.

Officer Recommendation

That Council go behind closed doors to consider Confidential Item 14.1 'Appointment – Chief Executive Officer'.

14.1 Confidential Item - Appointment – Chief Executive Officer

| | |
|-----------------------------|--|
| Submission to | Special Council Meeting |
| Location / Address | - |
| Name of Applicant | - |
| File Reference | PE.REC.2011 |
| Author | K Bartley – Chief Executive Officer |
| Interest Disclosures | No Officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> |
| Report Written Date | 28 February 2025 |
| Attachments | Confidential Attachment 6.1.1 – Chief Executive Officer Recruitment Report (LO-GO Appointments) Confidential Attachment 6.1.2 – CEO Employment Contract |

Summary:

This report is for Council to approve the contract employment and offer of employment to preferred candidate for the position of Chief Executive Officer for the Shire of Wickepin.

Background:

The Chief Executive Officer, Kellie Bartley, resigned from her position at the Shire of Wickepin effective from 27 March 2025. The recruitment process for a new Chief Executive Officer commenced January 2025 with advertising occurring in 'The West Australian' newspaper on 25 January 2025.

The CEO Recruitment Panel Committee held a meeting on Monday 24 February 2025, to determine a recommendation to Council on the appointment of the Chief Executive Officer. Council is being requested to adopt the recommendations from the Recruitment Panel Committee.

CEO Recruitment Panel Recommendation

Officer Recommendation

That Council open the meeting from behind closed doors to the public.

15 Urgent Business

Nil

16 Closure

The Presiding Member declared the meeting closed at [time].