



EMPLOYMENT COMMITTEE MEETING

MINUTES

20th June 2024

These minutes were confirmed by the Employment Committee as a true and correct record at proceedings by the Employment Committee Meeting held on/...../.....

Presiding Member: Date:

TABLE OF CONTENTS

1.06.24	DECLARATION OF OPENING / ATTENDANCE.....	3
2.06.24	ATTENDANCE.....	3
3. 06.24	CONFIRMATION OF PREVIOUS MINUTES.....	4
4. 06.24	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	4
5. 06.24	PUBLIC QUESTION TIME.....	4
6. 06.24	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION	4
7.06.24	DECLARATIONS BY MEMBERS AND OFFICERS.....	4
8.06.24	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	4
9.06.24	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	4
10.06.24	CONFIDENTIAL REPORTS.....	4
	10.06.24.01 ANNUAL CEO PERFORMANCE REVIEW - 2024.....	6
11.06.22	CLOSURE OF MEETING	7

1.06.24 DECLARATION OF OPENING / ATTENDANCE

The Employment Committee Chair, Cr Crute, will declare the meeting open at 5:30pm.

On behalf of Council, I would like to acknowledge that this meeting is being held on the traditional lands of the Nyoongar People and pay respect to all Elders, past, present, and emerging. I wish to acknowledge and respect local people's continuing culture and the contribution they make to Country and its life.

2.06.24 ATTENDANCE

Elected Members (Voting)

Cr KL Crute	President
Cr T D de Lange	Deputy President
Cr HA Bell	
Cr B Copping	
Cr R Wallis	

Staff (Non-Voting)

Deanne Sweeney	Acting Chief Executive Officer
Sandie Spencer	Executive Governance Officer

Apologies

Gary Sherry	Chief Executive Officer
-------------	-------------------------

Leave of Absence

Cr C Hayden	
Cr L McCabe	

Members of the Public

Nil.

3. 06.24 CONFIRMATION OF PREVIOUS MINUTES**ECM 06.24-01****COMMITTEE RESOLUTION****MOVED Cr de Lange****SECONDED Cr Bell**

That the minutes of the meeting of the Employment Committee of the Shire of Brookton, held in the Shire of Brookton Council Chambers on 2 March 2023, be confirmed as a true and correct record of the proceedings.

CARRIED BY SIMPLE MAJORITY VOTE 5/0**For: Cr Crute, Cr de Lange, Cr Bell, Cr Copping, Cr Wallis****Against: Nil****4. 06.24 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

5. 06.24 PUBLIC QUESTION TIME

Nil.

6. 06.24 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

7.06.24 DECLARATIONS BY MEMBERS AND OFFICERS

Item no.	Members/Officers	Type of Interest	Nature of Interest
Nil.			

8.06.24 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil.

10.06.24 CONFIDENTIAL REPORTS**Statutory Environment:**

Local Government Act 1996

5.23. Meetings generally open to public

- (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; and
 - (b) the personal affairs of any person; and
 - (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; and
 - (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; and
 - (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (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; and
 - (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; or
 - (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;and
 - (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'S RECOMMENDATION

The Employment Committee close the meeting to the public in accordance with Section 5.23 (2)(a) as this report affects an employee.

ECM 06.24-02

COMMITTEE RESOLUTION

MOVED Cr Bell

SECONDED Cr de Lange

The Employment Committee close the meeting to the public in accordance with Section 5.23 (2)(a) as this report affects an employee.

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr de Lange, Cr Bell, Cr Copping, Cr Wallis

Against: Nil

OFFICER'S RECOMMENDATION

That the Employment Committee, under Council's Delegation 1.44 Employment Committee:

1. completes the Chief Executive Officer performance review process by accepting the Summary Report to Council as provided by Price Consulting Group – CEO Performance and Remuneration Review 2023/24 as presented in Attachment 10.06.24.01A and 10.06.24.01B;
2. accepts the Key Performance Indicators (KPIs) presented in Attachment 10.06.24.01C and acknowledge that these KPIs will form the basis for measurement with the Chief Executive Officers 2024/25 Review;
3. accepts the annual review of the Chief Executive Officer's remuneration contained Attachment 10.06.24.01D; and
4. thanks the Chief Executive Officer for his performance over the past 12 months.

(Simple majority vote required)

ECM 06.24-03

COMMITTEE RESOLUTION

MOVED Cr de Lange

SECONDED Cr Wallis

That the Employment Committee, under Council's Delegation 1.44 Employment Committee:

1. ***completes the Chief Executive Officer performance review process by accepting the Summary Report to Council as provided by Price Consulting Group – CEO Performance and Remuneration Review 2023/24 as presented in Attachment 10.06.24.01A and 10.06.24.01B;***
2. ***accepts the Key Performance Indicators (KPIs) presented in Attachment 10.06.24.01C and acknowledge that these KPIs will form the basis for measurement with the Chief Executive Officers 2024/25 Review;***
3. ***accepts the annual review of the Chief Executive Officer's remuneration contained Attachment 10.06.24.01D; and***
4. ***thanks the Chief Executive Officer for his performance over the past 12 months.***

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr de Lange, Cr Bell, Cr Copping, Cr Wallis

Against: Nil

ECM 06.24-04

COMMITTEE RESOLUTION

MOVED Cr Bell

SECONDED Cr Wallis

The Employment Committee opens the meeting to the public in accordance with Section 5.23 (2)(a) as this report affects an employee.

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr de Lange, Cr Bell, Cr Copping, Cr Wallis

Against: Nil

11.06.22 CLOSURE OF MEETING

With no further business, Employment Committee Chair, Cr Crute, will declare the Meeting closed at 5:31 pm.