

Notice of Meeting



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Dear Elected Member

A Special Council meeting of the Shire of Wandering will be held at 2.30pm on Tuesday 25 March in the Council Chambers. This meeting is for Council to appoint a Chief Executive Officer.

Schedule

2.30pm Special Council Meeting

Ian Fitzgerald
A/Chief Executive Officer
21 March 2025

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Wandering for any act, omission or statement or intimation occurring during Council or Committee meetings or during formal/informal conversations with staff. The Shire of Wandering 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 or Committee meetings or discussions. Any person or legal entity that act or fails to act in reliance upon any statement does so at the person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Wandering during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Wandering. The Shire of Wandering warns that anyone who has an application lodged with the Shire of Wandering 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 Wandering in respect of the application.

AGENDA

Shire of Wandering
Special Council Meeting
25 March 2025

OUR VISION

Wandering is a community of responsible, resilient and adaptable residents thriving in our scenic, economically diverse environment.

DISCLAIMER

INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS

Please Note:

The recommendations contained in this agenda are officers' recommendations only and should not be acted upon until Council has resolved to adopt those recommendations.

The resolutions of Council should be confirmed by perusing the minutes of the Council meeting at which these recommendations were considered.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Councils decision.

Meeting Procedures:

1. All Council meetings are open to the public, except for matter raised by Council under "confidential items".
2. Members of the public may ask a question at an ordinary Council Meeting under "public question time".
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceeding, just raise your hand when the presiding member announces public question time.
4. All other arrangements are in accordance with the Council's standing orders, policies and decision of the Shire of Wandering.

Council Meeting Information:

Your Council generally handles all business at Ordinary or Special Council Meetings.

From time to time Council may form a Committee to examine subjects and then report back to Council.

Generally all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters under "confidential items". On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.

Public Question Time. It is a requirement of the *Local Government Act 1995* to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the presiding member.

Written notice of each question should be given to the Chief Executive Officer fifteen (15) minutes prior to the commencement of the meeting. A summary of each question and the response is included in the meeting minutes.

When a question is not able to be answered at the Council Meeting a written answer will be provided after the necessary research has been carried out. Council staff will endeavour to provide the answers prior to the next ordinary meeting of Council.

Councillors may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter trivial, insignificant or in common with a significant number of electors or ratepayers. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.

Members of staff, who have delegated authority from Council to act on certain matters, may from time to time have a financial interest in a matter on the Agenda. The member of staff must declare that interest and generally the presiding member of the meeting will advise the Officer if he/she is to leave the meeting.

Agendas, including an Information Bulletin, are delivered to Councillors within the requirements of the *Local Government Act 1995*, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

Should an elector wish to have a matter placed on the Agenda the relevant information should be forwarded to the Chief Executive Officer in time to allow the matter to be fully researched by a Shire Officer. An Agenda item, including a recommendation, will then be submitted to Council for consideration. The Agenda closes the Friday week prior to the Council Meeting (i.e. ten (10) days prior to the meeting).

The Information Bulletin produced as part of the Agenda includes items of interest and information, which does not require a decision of Council.

Agendas for Ordinary Meetings are available at the Shire of Wandering Office and on the Shire website seventy-two (72) hours prior to the meeting and the public are invited to view a copy at the Shire Office.

Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendations until after they have been considered by Council. Please note the Disclaimer in the Agenda (page 2).

Public Inspection of Unconfirmed Minutes (Regulation 13).

A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection from the Shire of Wandering Office and the Shire of Wandering website within ten (10) working days after the Meeting.

Ian Fitzgerald
A/Chief Executive Officer

SHIRE OF WANDERING

Agenda for the Special Meeting of Council to be held in the Council Chambers on Tuesday 25 March 2025.

Contents

1.	Declaration of Opening / Announcements of Visitors	5
2.	Attendance / Apologies / Approved Leave of Absence.....	5
3.	Announcements by the Presiding Member	5
4.	Response to Previous Public Questions Taken on Notice	5
5.	Public Question Time.....	5
6.	Petitions / Deputations / Presentations / Submissions	5
7.	Applications for Leave of Absence.....	5
8.	Disclosures of Interest	5
9.	Confirmation of Minutes of Previous Meetings	5
10.	A/Chief Executive Officer	6
11.	New Business or Urgent Business Introduced by Decision of the Meeting.....	6
11.1	Elected Members.....	6
11.2	Officers	6
12.	Matters Behind Closed Doors	6
12.1	Appointment of Chief Executive Officer – CONFIDENTIAL ITEM.....	7
13.	Closure of Meeting	7

1. Declaration of Opening / Announcements of Visitors

The Presiding Officer to declare the meeting open.

2. Attendance / Apologies / Approved Leave of Absence

Councillors

Cr Sheryl Little (Shire President)
Cr Alan Price (Deputy Shire President)
Cr Lou Cowan
Cr Gillian Hansen
Cr Dennis Jennings
Cr Ian Turton
Cr Max Watts

Staff

Ian Fitzgerald (A/Chief Executive Officer)

Apologies

Members of the Public

3. Announcements by the Presiding Member

4. Response to Previous Public Questions Taken on Notice

Nil

5. Public Question Time

6. Petitions / Deputations / Presentations / Submissions

7. Applications for Leave of Absence

8. Disclosures of Interest

9. Confirmation of Minutes of Previous Meetings

Nil

10. A/Chief Executive Officer

Nil

11. New Business or Urgent Business Introduced by Decision of the Meeting

New business of an urgent nature introduced by decision of the meeting. Best practice provides that Council should only consider items that have been included on the Agenda (to allow ample time for Councillors to research prior to the meeting) and which have an Officer Report (to provide the background to the issue and a recommended decision).

11.1 Elected Members

11.2 Officers

12. Matters Behind Closed Doors

Officer Recommendation

That Council go behind closed doors to consider Confidential Item 12.1 ‘Appointment – Chief Executive Officer’ in accordance with Section 5.23 (2)(a) and (c) of the Local Government Act 1995 at __pm.

Carried:

For/Against: Cr Little ☐ Cr Price ☐ Cr Cowan ☐ Cr Hansen ☐ Cr Jennings ☐ Cr Price ☐ Cr Turton ☐ Cr Watts ☐

12.1 Appointment of Chief Executive Officer – CONFIDENTIAL ITEM

File Reference: HR General
Location: 22 Watts Street Wandering
Applicant: N/A
Author: Ian Fitzgerald, A/Chief Executive Officer
Authorising Officer Ian Fitzgerald, A/Chief Executive Officer
Date: 24 March 2025
Disclosure of Interest: Nil
Attachments: Draft Employment Contract
Previous Reference: Nil

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 Wandering.

Council Decision:

Carried:

For/Against: Cr Little ☐ Cr Price ☐ Cr Cowan ☐ Cr Hansen ☐ Cr Jennings ☐ Cr Price ☐ Cr Turton ☐ Cr Watts ☐

Officer Recommendation

That Council re-opens the meeting from behind closed doors to the public at _____.

Carried:

For/Against: Cr Little ☐ Cr Price ☐ Cr Cowan ☐ Cr Hansen ☐ Cr Jennings ☐ Cr Price ☐ Cr Turton ☐ Cr Watts ☐

13. Closure of Meeting

The Presiding Member to declare the meeting closed.