

# SHIRE OF WEST ARTHUR



## MINUTES OF SPECIAL COUNCIL MEETING

HELD ON MONDAY 1 NOVEMBER 2021  
IN THE SHIRE CHAMBERS, DARKAN

Ian McCabe  
**ACTING CHIEF EXECUTIVE OFFICER**  
Date: 1 November 2021

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## **SPECIAL COUNCIL MEETING MINUTES**

**1. DECLARATION OF OPENING**

The Presiding Officer, Cr Neil Morrell declared the meeting open at 11.32am.

**2. RECORD OF ATTENDANCE**

Cr Neil Morrell	Shire President
Cr Graeme Peirce	Deputy Shire President
Cr Duncan South	
Cr Karen Harrington	
Cr Robyn Lubcke	

Maxine McKenzie	Manager of Financial Operations
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**APOLOGIES**

Cr Neil Manual  
Cr Adam Squires

**3. PUBLIC QUESTION TIME**

Nil

**4. RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE**

Nil

**5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

N/A

**6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

N/A

**7. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

**8. REPORTS**

Nil

**9. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**10. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

Nil

## 11. CONFIDENTIAL ITEMS

### PROCEDURAL MOTION

**Moved:** Cr Karen Harrington

**Seconded:** Cr Robyn Lubcke

That in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for the following item in accordance with subsection (a) a matter affecting an employee or employees and (b) the personal affairs of any person.

**CARRIED 5/0**

Meeting closed at 11.33am.

### ITEM 11.1 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

LOCATION/ADDRESS:	Shire of West Arthur
NAME OF APPLICANT:	Not applicable
FILE REFERENCE:	2.15
DISCLOSURE OF INTEREST:	Not applicable.
DATE OF REPORT:	29 October 2021

#### **SUMMARY:**

Council to consider the request for personal leave from the Chief Executive Officer and to appoint an Acting Chief Executive Officer to cover CEO personal leave.

#### **BACKGROUND:**

Cr Neil Morrell announced that he had received notice from the CEO that she required personal leave and requested Council to appoint an Acting CEO whilst she was away.

#### **CONSULTATION:**

Neil Morrell, Shire President; Tony Brown, WALGA.

#### **STATUTORY ENVIRONMENT:**

Local Government (Administration) Regulations 1996 as Amended

#### **POLICY IMPLICATIONS:**

Council's Policy G1.8 Appointment of Acting CEO states arrangements for the position of Chief Executive Officer for leave periods of up to 4 weeks is to be at the discretion of the CEO.

#### **FINANCIAL IMPLICATIONS:**

As outlined in the attached confidential report.

#### **STRATEGY**

Not applicable.

#### **COMMENT:**

It is a requirement that Council believes that the person is suitably qualified for the position of A/CEO. Mr Ian McCabe was recommended by Tony Brown of WALGA and has been a CEO within Western Australian local governments over several years. Councillors will have had the opportunity to review Ian's resume and to meet with him prior to this special meeting.

**VOTING REQUIREMENTS:**

Absolute majority

**OFFICER RECOMMENDATION – ITEM 11.1.1 APPOINTMENT OF ACTING CEO**

That Council:

1. Approves the request for personal leave from the Chief Executive Officer from 1-3 November 2021; and,
2. Approves the appointment of Ian McCabe as Acting Chief Executive Officer to cover the period of leave in accordance with the remuneration terms outlined in the confidential report.

**COUNCIL DECISION – ITEM 11.1.1 APPOINTMENT OF ACTING CEO**

Moved: Cr Graeme Peirce

Seconded Cr Robyn Lubcke

That Council approves the Chief Executive Officer’s request for personal leave from 1-3 November 2021 and appoints Ian McCabe as Acting Chief Executive officer for the period in accordance with the remuneration terms outlined in the Confidential Report.

**CARRIED 5/0 BY ABSOLUTE MAJORITY**

**ATTACHMENTS**

- Confidential Report

**PROCEDURAL MOTION**

Moved Cr: Robyn Lubcke

Seconded Cr Graeme Peirce

That in accordance with Section 5.23(2) of the Local Government Act 1995, Council reopens the meeting to the members of the public.

**CARRIED 5/0**

The meeting was reopened to the public at 11.45am

**12. CLOSURE OF MEETING**

The President declared the meeting was closed at 11.48am.

These Minutes were confirmed at the ordinary council meeting on: 16 November 2021

Signed: \_\_\_\_\_



Presiding Member at the meeting at which the Minutes were confirmed.