

Please note: minutes are yet to be confirmed as a true record of proceedings



CITY OF BUSSELTON

MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 31 MAY 2023

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MINUTES

MINUTES OF A SPECIAL MEETING OF THE BUSSELTON CITY COUNCIL HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, SOUTHERN DRIVE, BUSSELTON, ON 31 MAY 2023 AT 5:30PM.

1. ATTENDANCE, APOLOGIES & LEAVE OF ABSENCE

The Presiding Member opened the meeting at 5:31pm.

The Presiding Member acknowledged the Wadandi and Bibbulmun people as the traditional custodians of this region and paid respects to Elders past and present.

Presiding Member:

Cr Paul Carter Deputy Mayor

Members:

Cr Sue Riccelli
Cr Ross Paine
Cr Kate Cox
Cr Anne Ryan
Cr Phill Cronin
Cr Jodie Richards
Cr Mikayla Love

Officers:

Mr Tony Nottle, Chief Executive Officer

Other:

Mr Arthur Kyron, Enosis Consulting

Apologies:

Cr Grant Henley

Approved Leave of Absence:

Nil

Media:

Nil

Public:

Nil

2. PURPOSE OF MEETING

The meeting was for the purpose of considering the Chief Executive Officer's Probation Review and the outcomes of the Organisational Review.

3. PUBLIC QUESTION TIME

Nil

4. DISCLOSURE OF INTERESTS

The Presiding Member noted that a declaration of financial interest had been received from Mr Tony Nottle, in relation to Agenda item 6.1 'CEO Probation Review'.

The Presiding Member advised that, in accordance with regulation 22(2)(b) of the *Local Government (Model Code of Conduct) Regulations 2021*, this declaration would be read out immediately before item 6.1 was discussed.

5. PRESENTATIONS BY PARTIES WITH AN INTEREST

Nil

6. CONFIDENTIAL REPORTS

The Presiding Member called upon a member to move a motion to close the meeting to the public. The motion was moved and carried.

COUNCIL DECISION

C2305/096 Moved Councillor P Cronin, seconded Councillor A Ryan

That the meeting be closed to members of the public to discuss the items which are confidential under section 5.23(2)(a) of the *Local Government Act 1995*.

CARRIED 8/0

5:33pm: At this time, the Council moved into closed session.

6.1 CEO PROBATION REVIEW

STRATEGIC THEME	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
STRATEGIC PRIORITY	4.4 Govern a professional organisation that is healthy, capable and engaged.
SUBJECT INDEX	Governance
BUSINESS UNIT	Corporate Services
REPORTING OFFICER	Acting Director, Finance and Corporate Services - Sarah Pierson
AUTHORISING OFFICER	Acting Director, Finance and Corporate Services - Sarah Pierson
NATURE OF DECISION	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Published Under Separate Cover Confidential CEO Probation Review

DISCLOSURE OF INTEREST	
Date	31 May 2023
Meeting	Special Meeting of Council
Name/ Position	Mr Tony Nottle, Chief Executive Officer
Item No./ Subject	Item 6.1, CEO Probation Review
Type of Interest	Financial Interest
Nature of Interest	I am the subject of this item.

5:33pm: At this time, Mr Nottle and Mr Kyron left the meeting.

This item is confidential in accordance with section 5.23(2)(a) of the *Local Government Act 1995*, as it contains information relating to a matter affecting an employee or employees.

COUNCIL DECISION

C2305/097 Moved Councillor P Cronin, seconded Councillor S Riccelli

That the Council:

- 1. Endorse the outcomes of the CEO probation review as contained at Attachment A; and**
- 2. Endorse the CEO's successful completion of his probation period under clause 2.2(b) of his employment contract.**

CARRIED 8/0

OFFICER RECOMMENDATION

That the Council:

1. Endorse the outcomes of the CEO probation review as contained at Attachment A; and
2. Endorse the CEO's successful completion of his probation period under clause 2.2(b) of his employment contract.

5:35pm: At this time, Mr Nottle and Mr Kyron returned to the meeting. The Presiding Member read out the Council Decision to the meeting.

6.2 ORGANISATIONAL AND STRUCTURAL REVIEW REPORT

STRATEGIC THEME	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
STRATEGIC PRIORITY	4.4 Govern a professional organisation that is healthy, capable and engaged.
SUBJECT INDEX	Executive Services
BUSINESS UNIT	Executive Services
REPORTING OFFICER	Chief Executive Officer - Tony Nottle
AUTHORISING OFFICER	Chief Executive Officer - Tony Nottle
NATURE OF DECISION	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Published Under Separate Cover Organisational and Structural Review Report

This item is confidential in accordance with section 5.23(2)(a) of the *Local Government Act 1995*, as it contains information relating to a matter affecting an employee or employees.

COUNCIL DECISION

C2305/098 Moved Councillor K Cox, seconded Councillor J Richards

That the Council:

1. Receive the Report into the *“Organisational Strategy and Structure Alignment Review of the City of Busselton”* as provided in Confidential Attachment A;
2. Approves the Chief Executive Officer to implement the organisational structure as detailed in Confidential Attachment A (attachment B of the Report); and
3. Acknowledge that items 1 and 2 above meets the requirements of CEO KPI #1.

CARRIED 8/0

OFFICER RECOMMENDATION

That the Council:

1. Receive the Report into the *“Organisational Strategy and Structure Alignment Review of the City of Busselton”* as provided in Confidential Attachment A;
2. Approves the Chief Executive Officer to implement the organisational structure as detailed in Confidential Attachment A (attachment B of the Report); and
3. Acknowledge that items 1 and 2 above meets the requirements of CEO KPI #1.

The Presiding Member called upon a member to move a motion to re-open the meeting to the public. The motion was moved and carried.

COUNCIL DECISION

C2305/099 Moved Councillor P Cronin, seconded Councillor A Ryan

That the meeting be re-opened to the members of the public.

CARRIED 8/0

5:40pm: At this time, the meeting was re-opened to the public.

7. **CLOSURE**

The meeting closed 5:41pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 8 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON WEDNESDAY, 21 JUNE 2023.

DATE: 21 June 23 PRESIDING MEMBER: 