

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

**CITY OF BUSSELTON**

**MINUTES OF THE BEHAVIOUR COMPLAINTS COMMITTEE MEETING HELD ON 8 DECEMBER 2021**

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## MINUTES

MINUTES OF THE BEHAVIOUR COMPLAINTS COMMITTEE HELD IN THE COMMITTEE ROOM, ADMINISTRATION BUILDING, SOUTHERN DRIVE, BUSSELTON, ON 8 DECEMBER 2021 AT 9.00AM.

1. **DECLARATION OF OPENING, ACKNOWLEDGEMENT OF COUNTRY AND ANNOUNCEMENT OF VISITORS**

Ms Sarah Pierson, Acting Director Finance and Corporate Services, opened the meeting at 9.02am.

Ms Pierson noted this meeting is held on the lands of the Wadandi people and acknowledged them as Traditional Owners, paying respect to their Elders, past and present, and Aboriginal Elders of other communities who may be present.

2. **ATTENDANCE**

Presiding Member:

Cr Grant Henley (*from 9.05am*)

Members:

Cr Paul Carter  
Cr Ross Paine  
Cr Kate Cox  
Cr Anne Ryan  
Cr Phill Cronin  
Cr Jodie Richards  
Cr Mikayla Love

Officers:

Mr Mike Archer, Chief Executive Officer  
Ms Sarah Pierson, Acting Director, Finance and Corporate Services  
Ms Melissa Egan, Governance Officer

Apologies:

Cr Sue Riccelli

3. **PUBLIC QUESTION TIME**

Nil

4. **DISCLOSURE OF INTERESTS**

Nil

**5. ELECTION OF PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER**

In accordance with Delegation S1 – 26 ‘Committee Elections’, Ms Pierson called for nominations for the position of the Presiding Member of the Behaviour Complaints Committee.

Cr Henley nominated himself for the position of Presiding Member.

With no other nominations received, Cr Henley was elected as Presiding Member of the Behaviour Complaints Committee.

9.05am: At this time, Cr Henley assumed the Chair.

The Presiding Member called for nominations for the position of Deputy Presiding Member of the Behaviour Complaints Committee.

Cr Carter nominated himself for the position of Deputy Presiding Member.

With no other nominations received, Cr Carter was elected as Deputy Presiding Member of the Behaviour Complaints Committee.

**6. REPORTS**

Nil

**7. GENERAL DISCUSSION ITEMS**

Nil

9.07am: At this time, Cr Ryan and Cr Paine left the meeting.

## 8. CONFIDENTIAL REPORTS

### 8.1 COMPLAINT 001/2021

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
<b>SUBJECT INDEX</b>	Code of Conduct Complaints
<b>BUSINESS UNIT</b>	Corporate Services
<b>REPORTING OFFICER</b>	Acting Director, Finance and Corporate Services - Sarah Pierson
<b>AUTHORISING OFFICER</b>	Chief Executive Officer - Mike Archer
<b>NATURE OF DECISION</b>	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Attachment A Published Under Separate Cover Confidential City of Busselton Code of Conduct
	Attachment B Published Under Separate Cover Confidential Council Policy Management of Complaints of Alleged Breaches of Behaviour
	Attachment C Published Under Separate Cover Confidential Investigator Report
	Attachment D Published Under Separate Cover Confidential Investigator Report - Attachment 1 - Complaint
	Attachment E Confidential Investigator Report - Attachment 2 - Code of Conduct Complaint
	Attachment F Confidential Investigator Report - Attachment 3 – A.Ryan email
	Attachment G Published Under Separate Cover Confidential Investigator Report - Attachment 4 - A.Ryan email

**This item is confidential in accordance with section 5.23(2)(b) of the *Local Government Act 1995*, as it contains information relating to the personal affairs of any person.**

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

#### COMMITTEE DECISION

**BCC2112/001** Moved Councillor K Cox, seconded Councillor P Cronin

**That the meeting be closed to members of the public to discuss this item which is confidential for the reasons as shown.**

**CARRIED 6/0**

9.09am: At this time, the Committee moved into a closed session.

The officer recommendation was moved and carried.

**COMMITTEE DECISION**

**BCC2112/002** Moved Councillor G Henley, seconded Councillor P Carter

**That the Committee endorse the confidential officer recommendation contained in the Officer Comment section of this report.**

**CARRIED 6/0**

**BY ABSOLUTE MAJORITY**

The Presiding Member called on a member to move a motion to open the meeting to members of the public. The motion was moved and carried.

**COMMITTEE DECISION**

**BCC2112/003** Moved Councillor P Carter, seconded Councillor P Cronin

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

**CARRIED 6/0**

9.27am: At this time, the meeting was re-opened to members of the public.

9.27am: At this time, Cr Paine re-entered the meeting.

9. **NEXT MEETING DATE**

To be advised.

10. **CLOSURE**

The meeting closed at 9.28am.

THESE MINUTES CONSISTING OF PAGES 1 TO 6 WERE CONFIRMED AS A TRUE AND  
CORRECT RECORD ON 13.4.2022.  
DATE: 13/4/22 PRESIDING MEMBER: 