

11/10/2023



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Dear President and Councillors,

NOTICE OF A SPECIAL COUNCIL MEETING

Please be advised that a Special meeting of the Council of the Shire of Kent is to be held on

**Wednesday, 11 October 2023
At the Council Chambers,
Nyabing**

4:30pm - Council meeting commencement

Open Council Meetings – Procedures

1. All Council meetings are open to the public, except for matters 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 proceedings, 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 decisions of the Shire.

Yours faithfully,

**CHRISTIE SMITH
CHIEF EXECUTIVE OFFICER**

Disclaimer

Members of the Public are advised that the recommendations to Council contained within this agenda and decisions arising from the Council Meeting can be subject to alteration. Applicants and other interested parties should refrain from taking any action until such time as written advice is received confirming Council’s decision with respect to any particular issue.

AGENDA

11 October 2023

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1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The meeting was opened at [REDACTED]pm by the Shire President.

2. RECORD OF ATTENDANCE/APOLOGIES AND APPROVED LEAVE OF ABSENCE**ATTENDANCE**

Elected Members:

Staff:

Visitors:

Gallery:

APOLOGIES**APPROVED LEAVE OF ABSENCE****ABSENT****3. DISCLOSURES OF INTEREST**

Section 5.65 and 5.70 of the *Local Government Act 1995*

Elected Member or officer, who has an interest in any matter for discussion and attends at a Committee/Council Meeting, must disclose the nature of the interest in a written notice give to the Chief Executive Officer before the meeting, or at the meeting prior to discussion on the matter.

An Elected Member who makes a disclosure under section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during, any discussion or decision-making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allow an Elected Member to speak, the extent of that interest must be stated.

- Declaration of Financial Interests:
- Declarations of Proximity Interests:
- Declarations of Impartiality Interests:

4. PUBLIC QUESTION TIME**5. APPLICATIONS FOR LEAVE OF ABSENCE**

Section 5.25 *Local Government Act 1995*

6. CONFIRMATION AND RECEIVING OF MINUTES/BUSINESS ARISING**7. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION****8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS****9. OFFICER REPORTS**

Nil

10. **ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
11. **NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL**
12. **MATTERS BEHIND CLOSED DOORS**

That the meeting be closed to the public in accordance with section 5.23 Local Government Act 1995, 5.5.23(2))

- Matters affecting employee(s)
- Personal affairs of any person(s), including financial and/or commercial Contracts
- Commercial Confidentiality
- Legal advice/matters
- Public safety/security matters where public knowledge may be prejudicial.

(Procedural Motion)

That Council close the meeting to the public at **###pm** to consider matters of a confidential nature behind closed doors.

12.1.1 APPOINTMENT OF MANAGER CORPORATE

PROPOSED MEETING DATE:	11 October 2023
PROPONENT:	N/A
LOCATION:	Shire of Kent
AUTHOR:	Christie Smith – Chief Executive Officer
REPORTING OFFICER:	Christie Smith – Chief Executive Officer
FILE NO:	HR.58
ASSESSMENT NO:	Nil
ATTACHMENTS:	Nil
DISCLOSURE OF INTEREST:	Nil

PURPOSE

For Council to appoint the successful application to the Manager Corporate position.

(Procedural Motion)

That Council re-open to the general public at **###pm**.

OFFICER RECOMMENDATION

That in accordance with Section 5.37 and 5.39 of the *Local Government Act 1995*, Council;

Endorses the Chief Executive Officer's actions in the appointment of Mrs Michaela Crosby as Manager Corporate for the Shire of Kent on a 5-year performance based Contract of Employment as per the remuneration detailed by the Chief Executive Officer.

13. **MEETING CLOSED**