



Shire of Tammin

Minutes of a Special Council Meeting

A Special Meeting of the Tammin Shire Council was held on **Monday 12th February, 2018** in the Council Chambers, 1 Donnan Street Tammin commencing at 5:30pm, for the purpose of endorsing the execution of the Chief Executive Officer's Employment Contract.

Stephen Tindale
Acting Chief Executive Officer

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AGENDA

1. Declaration of opening

The President declared the meeting open at 5:30pm

2. Public Question Time

Response to previous public questions taken on notice

Declaration of public question time opened at

Declaration of public question time closed at

3. Record of Attendance, Apologies and Approved Leave of Absence

Record of attendances

Councillors

Cr M. Greenwood	President
Cr D. Thomson	Deputy President
Cr C. Crane	Member
Cr N. Caffell	Member
Cr T. Daniels	Member

Apologies

Cr G. Batchelor	Member
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On Leave of Absence

Nil

Staff

Stephen Tindale	Acting Chief Executive Officer
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Guests of Council

Nil

Members of the Public

Nil

Applications for leave of absence

Nil

Declaration of Members and Officers Financial Interests

Nil

4. Matters for which the meeting may be closed

4.1 Shared Chief Executive Officer Employment Contract

Location:	Shires of Cunderdin & Tammin
Applicant:	Resource Sharing Committee
Date:	1 st February 2018
Author:	Stephen Tindale
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Personnel
Attachment/s:	49 Pages (2 documents)

Proposal/Summary

Council is requested to authorise the execution of the CEO Contract of Employment with Neville Hale.

Background

Following the ordinary Council meetings of the Shires of Tammin and Cunderdin held in December, 2017 the Acting CEO liaised with WALGA's Employee Relations Service and Shire Presidents Crs Greenwood and Whisson in the development and negotiation of the Contract of Employment for the CEO.

Delays occasioned by the Christmas/New Year Break meant that the negotiated contract was not signed by Mr Hale until the 19th January, 2018.

The *Local Government Act 1995* sets out how a document is to be executed (see Statutory Implications below) and a Council resolution authorising the execution of the contract is now requested.

Comment

The Contract of Employment (see Attachment) with Neville Hale is a fairly standard one in that it is based on a WALGA/LGPro model contract. The model contract has been adapted to reflect the joint resource sharing arrangements between the two Shires.

During the interview for the CEO position Mr Hale suggested that the standard Relocation Expenses clause be dropped in favour of a household furniture and equipment allowance. That request has been accommodated under Clause 6.4 (p. 13).

Key Result Areas (p.29) were also changed to reflect Council's December 2017 decision to adopt quarterly reporting on the Corporate Business Plan - as was the associated KPI.

The only other changes to note are that the contract is for a fixed term of three years and that the superannuation co-contribution (as opposed to the mandatory contribution) has been

reduced so that the total superannuation concessional contribution cap of \$25,000 is not exceeded (p30).

As compensation for the reduction in superannuation on offer, the cash component of the total remuneration package has been increased to offset the 1.2% loss in superannuation.

The total remuneration package falls within the Salaries and Allowances Tribunal range for a Band 4 local government plus the allowed 10% for the resource sharing arrangement i.e. \$139,652 - \$218,031 all up and inclusive of an FBT component of \$11,307.

Consultation

Cr Greenwood, Tammin Shire President
Cr Whisson, Cunderdin Shire President
Cr Daly (deputy for Cr Whisson)
Kate Pillai (WALGA Employee Relations Services)

Statutory Implications

Local Government Act 1995

9.49A. Execution of documents

- (1) *A document is duly executed by a local government if —*
 - (a) *the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or*
 - (b) *it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.*
- (2) *The common seal of a local government is not to be affixed to any document except as authorised by the local government.*
- (3) *The common seal of the local government is to be affixed to a document in the presence of —*
 - (a) *the mayor or president; and*
 - (b) *the chief executive officer or a senior employee authorised by the chief executive officer,*

each of whom is to sign the document to attest that the common seal was so affixed.

Policy Implications

Nil

Financial Implications

The financial provisions are within the scope of the Shared CEO Proposal Business Plan.

Strategic Implications

Nil

MIN 113/18 MOTION:

That Council authorise the affixing of the Common Seal of the Shire of Tammin to the Contract of Employment for Neville Hale as CEO of the Shires of Tammin and Cunderdin.

Moved: Cr Crane

Seconded: Cr Thomson

Vote: Simple Majority

Carried: 5/0

5. Closure of Meeting

There being no further business, the Shire President declared the meeting closed at 6:33pm.