



AGENDA

Special Meeting of Council
20 March 2026





NOTICE OF MEETING

Dear Elected Members,

In accordance with the provisions of Section 5.5 of the Local Government Act Regulation 12(3) of the Local Government (Administration) Regulations 1996, you are hereby notified that a Special Meeting of Council has been convened for:

- Date:** Friday 20 March 2026
- At:** Shire of Narembreen Council Chambers
1 Longhurst Street, Narembreen
- Commencing:** 8.00am
- Purpose:** The appointment of the Executive Manager Corporate Services

Rebecca McCall
Chief Executive Officer

18 March 2026

DISCLAIMER

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for license, any statement or limitation or approval made by a member or officer of the Shire of Narembreen during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Narembreen. The Shire of Narembreen warns that anyone who has an application lodged with the Shire of Narembreen must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Narembreen in respect of the application.

Contents

1. Official Opening and Welcome	4
2. Record of Attendance / Apologies.....	4
3. Public Question Time	4
4. Disclosure of Interest	4
5. Officers Reports.....	4
5.1 Close the meeting to the Public.	4
5.2 Appointment of Executive Manager Corporate Services	5
5.3 Re-Open the meeting to the Public.	6
6. Closure of Meeting.....	7

Due to technical issues, the meeting was not recorded.

The system displayed multiple confirmations that recording and transcription had commenced, and the control tablet indicated that recording was in progress. Notwithstanding these indicators, no audio file was ultimately saved, suggesting a technical failure.

1. Official Opening and Welcome

The Presiding Person welcomed everyone and opened the meeting at 8.00am.

Attendees were notified that the meeting was being recorded in accordance with the Local Government (Administration) Regulation r14J.

2. Record of Attendance / Apologies

Councillors:

Cr HA Cusack	President (via Teams)
Cr CD Bray	
Cr MJ Currie	(via Teams)
Cr LR Smoker	
Cr SW Stirrat	(via Teams)

Staff:

Ms R McCall	Chief Executive Officer
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Member of Public:

Apologies:

Cr HJ Bald	Deputy President
Cr AM Hardham	

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

5. Officers Reports

5.1 Close the meeting to the Public.

Statutory Implications

Local Government Act 1995 - Section 5.23

- 2) Despite subsection (1), if any of the following information is to be dealt with at a meeting, the council or committee may close the meeting to members of the public to the extent necessary to ensure that the information is dealt with at the meeting on a confidential basis —
 - (b) a matter relating to the recruitment or employment of the CEO or a senior employee, including the following —
 - (i) the termination of employment;
 - (ii) a review of performance under section 5.38;

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation – Item 5.1

That Council close the meeting to the public under Section 5.23(2)(b) of the Local Government Act 1995 to discuss and appoint an Executive Manager Corporate Services, a position classified as a Senior Employee under Section 5.37(1) of the Act.

MIN 8148/26

MOTION - Moved Cr. Bray

Seconded Cr. Stirrat

CARRIED 5 / 0

For: Cr Cusack, Cr Bray, Cr Currie, Cr Smoker, Cr Stirrat. Against: Nil

The meeting was closed to the public at 8.03am

The public recording was ceased, and the confidential recording commenced

5.2 Appointment of Executive Manager Corporate Services

Date:	18 March 2026
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	Personnel
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	5.2A Draft Contract of Employment

Purpose of Report

Executive Decision

Legislative Requirement

Summary

For Council to endorse the Chief Executive Officer's proposed appointment of the preferred candidate as Executive Manager Corporate Services (EMCS), noting that this position is classified as a Senior Employee under section 5.37 (1) of the *Local Government Act 1995*.

Officers Recommendation – Item 5.2

That Council notes and endorses the Chief Executive Officer's intended appointment of the preferred candidate as Executive Manager Corporate Services for the Shire of Narembeen, on a 5-year performance-based contract, in accordance with section 5.37(2) of the *Local Government Act 1995*.

MIN 8149/26 **MOTION** - Moved Cr. Smoker Seconded Cr. Bray

CARRIED 5 / 0

For: Cr Cusack, Cr Bray, Cr Currie, Cr Smoker, Cr Stirrat. Against: Nil

5.3 Re-Open the Meeting to the Public.

Statutory Implications

Local Government Act 1995 - Section 5.23

- (8) If a decision is made to close a meeting to members of the public under subsection (2), (3) or (4), the following must be recorded in the minutes of the meeting —
- (a) the decision;
 - (b) the subsection under which the decision is made and, if that subsection is subsection (2) or (4), the paragraph of that subsection under which the decision is made;
 - (c) if the provision recorded under paragraph (b) is subsection (2)(c) or (4)(g) — the applicable regulation (including any applicable subregulation or paragraph);
 - (d) if the provision recorded under paragraph (b) is subsection (2)(d) or (4)(h) — a statement that a direction was given under section 5.23AA(1) or (2) (as the case requires);
 - (e) an explanation of how the matter or information to which the decision relates falls within the scope of the provision recorded under paragraph (b);
 - (f) a summary of the steps taken to ensure that the closure to members of the public is for no longer than required or authorised under the provision recorded under paragraph (b);
 - (g) any prescribed information.

Voting Requirements

- Simple Majority Absolute Majority

Officers Recommendation – Item 5.3

That Council re-open the meeting to public.

MIN 8150/26 **MOTION** - Moved Cr. Stirrat Seconded Cr. Bray

CARRIED 5 / 0

For: Cr Cusack, Cr Bray, Cr Currie, Cr Smoker, Cr Stirrat. Against: Nil

The meeting was reopened to the public at 8.06 am
The confidential recording was ceased, and the public recording was recommenced
The Presiding Person read the Council Resolution – 5.2 aloud.

The Presiding Person provided a summary of the steps taken to minimise the duration of the meeting being closed to the public.

- 1. The recruitment process was completed, and a preferred candidate was identified, immediately prior to the March Ordinary Council Meeting, enabling Councillors to be briefed on the proposal.*
- 2. Following the March Ordinary Council Meeting, Council was advised that a Special Meeting of Council would be convened and provided with the relevant documents.*
- 3. Council closed the meeting to the public to consider the appointment of the preferred candidate to the position of Executive Manager Corporate Manager Services*

6. Closure of Meeting

The next ordinary council meeting will be held on Tuesday 21 April 2026 commencing at 5.00pm

There being no further business, the chair declared the meeting closed at 8.08pm