



15.5 CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE MEETINGS HELD 21 MAY 2009 AND 18 JUNE 2009

(REFER TO MINUTES OF COMMITTEE - MAUVE PAGES)

REFERENCE: COMMITTEES-9396 AND COMMITTEES-9473

The minutes of the Chief Executive Officer Recruitment Committee meetings held on **21 May 2009** and **18 June 2009** accompany and form part of this agenda – (refer to mauve section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

The Chairman invited general questions from members on the reports of the Chief Executive Officer Recruitment Committee. Any questions relating to the confidential report will be dealt with under section 19 of the agenda "Confidential Items."

RECOMMENDATION

That the Minutes of the Chief Executive Officer Recruitment Committee meetings held 21 May 2009 and 18 June 2009 be noted.

COUNCIL RESOLUTION(S)

MOVED CR CUCCARO

SECONDED CR ALBERT

THAT THE MINUTES OF THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE MEETING HELD 21 MAY 2009 AND 18 JUNE 2009 BE NOTED.

CARRIED UNANIMOUSLY

The Chairman advised that the Acting CEO had disclosed a Financial Interest – Local Government Act 1995 Sections 5.60B, 5.65, 5.70 and 5.71 and Interests Affecting Impartiality, (EMRC Code of Conduct 1.3(a)) in Item 11.1 of the CEORC Minutes 21 May 2009 – Proposed Methodology for Appointment of Chief Executive Officer, under Item 15.5 of this agenda.

The Acting CEO departed the Council Chambers at 7.15pm and returned to Council Chambers at 7.16pm.

CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE (CEORC)**MINUTES****21 May 2009****(Ref: COMMITTEES-9396)**

A meeting of the Chief Executive Officer Recruitment Committee was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 21 May 2009**. The meeting commenced at **4.30pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 4.30pm.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

Councillor Attendance

Cr Tina Klein (Deputy Chairperson)	EMRC Member	Town of Bassendean
Cr Glenys Godfrey (from 4.35pm)	EMRC Member	City of Belmont
Cr Don McKechnie	EMRC Member	Shire of Kalamunda
Cr Tony Cuccaro	EMRC Member	Shire of Mundaring
Cr David Färdig (Chairman)	EMRC Member	City of Swan

Apologies

Cr Lou Magro	EMRC Member	City of Bayswater
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Advisor

Mr Jonathan Throssell (from 4.42pm)	Chairman of the Chief Executive Officers Advisory Committee
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Visitor

Mr Geoff Blades	Director, Lester Blades Pty Ltd
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EMRC Officers

Ms Nadine Salvigny	Manager, Human Resources
Ms Emma Joy	Executive Assistant to CEO (Minutes)

3 DISCLOSURE OF INTERESTS

Nil

4 ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

5.1 MINUTES OF THE CEORC MEETING HELD 14 MAY 2009

REFERENCE: COMMITTEES-9327

That the minutes of the Chief Executive Officer Recruitment Committee meeting held on 14 May 2009 which have been distributed, be confirmed.

CEORC RESOLUTION(S)

MOVED CR MCKECHNIE SECONDED CR CUCCARO

THAT THE MINUTES OF THE CHIEF EXECUTIVE OFFICERS RECRUITMENT COMMITTEE MEETING HELD ON 14 MAY 2009 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY



6 PRESENTATIONS

Nil

7 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

8 QUESTIONS WITHOUT NOTICE

Nil

9 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

RECOMMENDATION (closing meeting to the public)

That the meeting be closed to members of the public in accordance with Section 5.23 (2) (a) & (c) of the Local Government Act for the purpose of dealing with information of a commercial in confidence nature.

GEORC RESOLUTION(S)

MOVED CR KLEIN SECONDED CR CUCCARO

THAT THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) (A) & (C) OF THE LOCAL GOVERNMENT ACT FOR THE PURPOSE OF DEALING WITH INFORMATION OF A COMMERCIAL IN CONFIDENCE NATURE.

CARRIED UNANIMOUSLY

The meeting was closed to the public at 5.02pm

10 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Item dealt with behind closed doors



11 REPORTS OF OFFICERS

The Chairman noted that the Acting Chief Executive Officer had disclosed "Interests Affecting Impartiality," EMRC Code of Conduct 1.3(a) as advised under item 3.1.

The Chairman noted that the Acting Chief Executive Officer had disclosed "Financial Interest," Local Government Act 1995 Section 5.60B, 5.65, 5.70 and 5.71 as advised under item 3.1.

11.1 PROPOSED METHODOLOGY FOR APPOINTMENT OF CHIEF EXECUTIVE OFFICER

REFERENCE: COMMITTEES-9400

PURPOSE OF REPORT

To present the methodology that will be used by the external consultant, Lester Blades, for the recruitment and selection of a Chief Executive Officer for the Eastern Metropolitan Regional Council (EMRC).

KEY ISSUES AND RECOMMENDATION(S)

- Following the agreed termination of the CEO's contract of employment at the Ordinary Meeting of Council on 30 April 2009 and the appointment of the Chief Executive Officer Recruitment committee (CEORC), the process for recruiting a new CEO has commenced.
- A Request for Quotation (RFQ) document relating to the recruitment and selection of a CEO was prepared and distributed to seventeen recruitment consultancies.
- Ten responses were received.
- At the CEORC meeting on Thursday 14 May 2009, the Committee resolved to appoint Lester Blades as the external consultant assisting the process. Lester Blades was established in 2002, and is owned and managed by Tony Lester and Geoff Blades, both of whom have significant experience with executive search and selection processes.
- Both directors of the company are familiar with DLGRD Local Government Guideline Number 10 that relates to the appointment of CEOs.
- Attachment 1 (pages 7-14) outlines in detail the methodology that will be used by Lester Blades to achieve the recruitment and selection of the new CEO.
- Geoff Blades will attend the meeting to brief the CEORC on matters related to the recruitment and selection of the CEO.
- The consultant will respond to any queries that members of the CEORC may have.
- The consultant will be requested to provide a written report to the CEORC confirming the actions discussed and agreed to. A further report will be presented to the CEORC seeking endorsement of the process to be used for the recruitment and selection of the CEO.

Recommendation(s)

That:

1. The Chief Executive Officer Recruitment Committee note and discuss the methodology at Attachment 1 proposed to be used by Lester Blades for the recruitment and selection of a CEO.
2. The attachment remain confidential and be certified by the Chairman and the Deputy Chairman.

SOURCE OF REPORT

Manager, Human Resources



Item 11.1 continued

BACKGROUND

As a consequence of Council agreeing to the termination of the CEO's employment contract, the process of recruiting a new permanent CEO for the EMRC has commenced.

At the Ordinary Council Meeting on 30 April 2009, Council resolved, inter alia:

THAT:

3. COUNCIL BY AN ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 5.16 OF THE LOCAL GOVERNMENT ACT 1995 DELEGATES TO THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE THE POWER TO ENGAGE AN INDEPENDENT CONSULTANT OR AGENCY TO ASSIST IN CARRYING OUT ITS FUNCTIONS.

A Request for Quotation document (RFQ) relating to the recruitment and selection of a CEO was prepared by the Manager Human Resources and forwarded to seventeen recruitment consultancies specialising in executive recruitment.

Ten responses were received and the Manager Human Resources and the Chair of the Chief Executive Officer Advisory Committee (CEOAC) independently assessed the responses and put forward their first three preferences for consideration of appointment by the CEORC.

At the CEORC Meeting on Thursday 14 May 2009, the Committee resolved unanimously:

THAT:

1. THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE, BY ITS DELEGATED POWER, APPROVES THE APPOINTMENT OF GEOFF BLADES FROM LESTER BLADES AS THE EXTERNAL INDEPENDENT CONSULTANT TO ASSIST IN CARRYING OUT ITS FUNCTIONS.

REPORT

Lester Blades was established in 2002, and is owned and managed by Tony Lester and Geoff Blades, both of whom have significant experience with executive search and selection processes. Both directors of the company are familiar with DLGRD Local Government Guideline Number 10 that relates to the appointment of CEOs. Recent CEO recruitments managed by Lester Blades for other local government authorities have required the application of this guideline, and they are capable of assisting EMRC Councillors to fulfill their responsibilities under this guideline.

Proposed Approach of Consultant for Recruitment and Selection Process

Having conducted several recent recruitment campaigns for CEO positions within Local Government in Western Australia, Lester Blades is aware that the EMRC requires a process that is legal, consistent with the requirements of the Local Government Act 1995 and the Local Government (Administration) Regulations 1996, ethical, open and transparent and fair for all concerned. The directors of Lester Blades understand that the process adopted in conjunction with the CEORC must be able to stand up to the closest scrutiny.

Confidential Attachment 1 provides details of other executive recruitments successfully completed by Lester Blades and includes details for organisations who may be contacted as referees. Pages 7-14 of Confidential Attachment 1 outlines in detail the methodology that will be used by Lester Blades to achieve the recruitment and selection process.



Item 11.1 continued

Lester Blades propose that Geoff Blades be appointed as the consultant for this assignment. The responsibilities of the consultant will include the following elements:

- Project management of the overall recruitment and selection process of the CEO;
- Adherence to a strategy and methodology agreed in advance with the CEORC;
- Working in collaboration with the CEORC to develop a suitable job description and selection criteria for the position, and providing assistance with the preparation of Key Performance Indicators (if required);
- The presentation of an advertising strategy for approval by the Committee, including the drafting of appropriate advertisements and advice on placement;
- The preparation of a job information package for prospective candidates;
- The provision of all necessary resources to ensure appropriate administration of the assignment;
- The development of interview questions for use by the CEORC;
- Candidate and referee reporting;
- Qualification assessment and verification for the preferred candidate(s);
- The provision of all relevant reports to the CEORC and Council;
- Compliance with all legal obligations and observance of all internal policies where required;
- Assisting in the negotiation of terms of employment and preparation of the contract;
- Preparation of the final recommendation report to Council and attendance at Council to assist with the presentation of the recommendation; and
- Attendance at Council for the interview of and/or presentation by the final candidate(s).

At the meeting held on Thursday 14 May 2009, it was requested that Lester Blades be invited to attend the next meeting of the CEORC scheduled for 21 May 2009 to define and scope the services and techniques related to the recruitment and selection process going forward.

It is anticipated that Managing Partner, Geoff Blades, will attend the meeting to brief the CEORC on matters related to the recruitment and selection of the CEO including:

- The process used for the development of a position description for the role of CEO including the position objective(s), reporting relationships, key areas of accountability, duties and responsibilities, position outcomes, selection criteria, and any additional considerations.
- The context of the employment advertisement, the media to be used for placement of the employment advertisements, and the date(s) the advertisement is to appear in the selected media.
- The number of candidates to be referred to the CEORC for interview and the type of background documentation to be provided for each referred candidate.
- The preferred location of the CEORC interviews with each candidate.
- The reporting that will be provided to the CEORC throughout the process.
- The elements that may be included in the total remuneration package for the successful candidate.
- The types of costs that may be incurred should interstate applicants be referred to the Committee and/or Council for interview.

The consultant will also respond to any queries that members of the CEORC may have.

The consultant will be requested to provide a written report to the CEORC confirming the actions discussed and agreed to. A further report will be presented to the CEORC seeking endorsement of the process to be used for the recruitment and selection of the CEO.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 4 - Good Governance

4.5 To provide responsible and accountable governance and management of the EMRC.



Item 11.1 continued

FINANCIAL IMPLICATIONS

The engagement of external consultant, Lester Blades, to facilitate the recruitment and selection process will incur service provider fees of \$22,500 + GST, irrespective of the level of remuneration offered to the successful candidate.

Costs of approximately \$5,000 + GST will be incurred for advertising the position in the selected media and an additional cost of \$600 + GST per candidate will be incurred should psychological testing of the preferred candidate(s) be required.

Dependant upon applications, there may be additional costs involved in assisting candidates travel and accommodation to attend interviews from areas remote from the Perth metropolitan area.

A provision will need to be included in the governance operational budget for 2009/2010 to support this recruitment.

SUSTAINABILITY IMPLICATIONS

Nil

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Nil
City of Bayswater	
City of Belmont	
Shire of Kalamunda	
Shire of Mundaring	
City of Swan	

CONFIDENTIAL ATTACHMENT

Lester Blades - Proposal for the Provision of Executive Recruitment & Selection Services for Chief Executive Officer ([Ref: Committees-9402](#))

[Note: please refer to Confidential Attachment distributed under separate cover](#)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That:

1. The Chief Executive Officer Recruitment Committee note and discuss the methodology at Attachment 1 proposed to be used by Lester Blades for the recruitment and selection of a CEO.
2. The attachment remain confidential and be certified by the Chairman and the Deputy Chairman.

Discussion ensued

Discussion ensued in relation to the methodology and process to be used by Lester Blades for the recruitment and selection of a CEO as outlined in the Confidential Attachment.



Item 11.1 continued

CEORC RECOMMENDATION(S)

MOVED CR GODFREY SECONDED CR KLEIN

That:

1. The Chief Executive Officer Recruitment Committee note and discuss the methodology at Attachment 1 proposed to be used by Lester Blades for the recruitment and selection of a CEO.
2. The attachment remain confidential and be certified by the Chairman and the Deputy Chairman.

CARRIED UNANIMOUSLY

Council considered this item behind closed doors earlier in the meeting following Item 13 Business Not Dealt With from a Previous Meeting.

Discussion ensued

The Chairman noted the minutes of CEORC Meeting held on 14 May 2009.

The Chairman invited the Acting Executive Manager, Corporate Services to address the Council.

The Acting Executive Manager, Corporate Services noted this item was primarily to endorse the methodology proposed by Lester Blades and suggested an alternate recommendation for Council endorsement.

ALTERNATIVE RECOMMENDATION(S)

That:

1. Council endorse the methodology, at Attachment 1, proposed to be used by Lester Blades for the recruitment and selection of a Chief Executive Officer, and note that dates are flexible and may change in discussion between the consultant and the Chief Executive Officer Recruitment Committee.
2. Attachment 1 remain confidential and be certified by the Chairman and the Deputy Chairman.

COUNCIL RESOLUTION(S)

MOVED CR CUCCARO SECONDED CR ALBERT

THAT:

1. COUNCIL ENDORSE THE METHODOLOGY, AT ATTACHMENT 1, PROPOSED TO BE USED BY LESTER BLADES FOR THE RECRUITMENT AND SELECTION OF A CHIEF EXECUTIVE OFFICER, AND NOTE THAT DATES ARE FLEXIBLE AND MAY CHANGE IN DISCUSSION BETWEEN THE CONSULTANT AND THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE.
2. ATTACHMENT 1 REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND THE DEPUTY CHAIRMAN.

CARRIED UNANIMOUSLY



12 REPORTS OF DELEGATES

Item dealt with behind closed doors

13 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

RECOMMENDATION [Meeting re-opened to the public]

That the meeting be re-opened, the public be invited to return to the meeting and the recommendations passed behind closed doors be recorded.

CEORC RESOLUTION(S)

MOVED CR MCKECHNIE SECONDED CR KLEIN

THAT THE MEETING BE RE-OPENED, THE PUBLIC BE INVITED TO RETURN TO THE MEETING AND THE RECOMMENDATIONS PASSED BEHIND CLOSED DOORS BE RECORDED.

CARRIED UNANIMOUSLY

The meeting was reopened to the public at 5.23pm.

Recording of the recommendations passed behind closed doors, namely:

11.1 PROPOSED METHODOLOGY FOR APPOINTMENT OF CHIEF EXECUTIVE OFFICER

CEORC RECOMMENDATION(S)

MOVED CR GODFREY SECONDED CR KLEIN

That:

1. The Chief Executive Officer Recruitment Committee note and discuss the methodology at Attachment 1 proposed to be used by Lester Blades for the recruitment and selection of a CEO.
2. The attachment remain confidential and be certified by the Chairman and the Deputy Chairman.

CARRIED UNANIMOUSLY

14 GENERAL BUSINESS

Nil

15 FUTURE MEETINGS OF THE CEORC

The next meeting of the Chief Executive Officer Recruitment Committee will be held at a date and time to be advised.

16 DECLARATION OF CLOSURE OF MEETING

There being no further business the meeting was closed at 5.24pm.

CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE (CEORC)**MINUTES****18 June 2009****(Ref: COMMITTEES-9473)**

A meeting of the Chief Executive Officer Recruitment Committee was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 18 June 2009**. The meeting commenced at **2.30pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 2.30pm.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

Councillor Attendance

Cr Glenys Godfrey	EMRC Member	City of Belmont
Cr Tony Cuccaro	EMRC Member	Shire of Mundaring
Cr David Färdig (Chairman)	EMRC Member	City of Swan

Apologies

Cr Tina Klein (Deputy Chairperson)	EMRC Member	Town of Bassendean
Cr Don McKechnie	EMRC Member	Shire of Kalamunda

Advisor

Mr Jonathan Throssell	Chairman of the Chief Executive Officers Advisory Committee
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Visitor

Mr Geoff Blades	Consultant, Lester Blades
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EMRC Officers

Ms Nadine Salvigny	Manager, Human Resources
Ms Emma Joy	Executive Assistant to CEO (Minutes)

3 DISCLOSURE OF INTERESTS

Nil

4 ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

5.1 MINUTES OF THE CEORC MEETING HELD 21 MAY 2009

REFERENCE: COMMITTEES-9396

That the minutes of the Chief Executive Officer Recruitment Committee meeting held on 21 May 2009 which have been distributed, be confirmed.

CEORC RESOLUTION(S)

MOVED CR GODFREY SECONDED CR CUCCARO

THAT THE MINUTES OF THE CHIEF EXECUTIVE OFFICERS RECRUITMENT COMMITTEE MEETING HELD ON 21 MAY 2009 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY



6 PRESENTATIONS

Nil

7 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

8 QUESTIONS WITHOUT NOTICE

Nil

9 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

NOTE: Section 5.23(2) of the Local Government Act 1995, details a number of matters upon which Council may discuss and make decisions without members of the public being present. These matters include: matters affecting employees; personal affairs of any person; contractual matters; legal advice; commercial-in-confidence matters; security matters; among others.

9.1 CHIEF EXECUTIVE OFFICER RECRUITMENT – POSITION DESCRIPTION, REMUNERATION PACKAGE AND ADVERTISING PROCESS

REFERENCE: COMMITTEES-9475

See Item 13.1 for details.

This item is recommended to be confidential because it contains matters affecting an employee and is to be treated as confidential in accordance with EMRC Policy 4.1 - Chief Executive Officer Appointment, Performance Assessment and Review Policy.

CEORC RESOLUTION(S)

MOVED CR CUCCARO

SECONDED CR GODFREY

THIS ITEM IS RECOMMENDED TO BE CONFIDENTIAL BECAUSE IT CONTAINS MATTERS AFFECTING AN EMPLOYEE AND IS TO BE TREATED AS CONFIDENTIAL IN ACCORDANCE WITH EMRC POLICY 4.1 - CHIEF EXECUTIVE OFFICER APPOINTMENT, PERFORMANCE ASSESSMENT AND REVIEW POLICY.

CARRIED UNANIMOUSLY

10 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil

11 REPORTS OF OFFICERS

Nil



12 REPORTS OF DELEGATES

Nil

13 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

RECOMMENDATION (Closing meeting to the public)

That the meeting be closed to members of the public in accordance with Section 5.23 (2) (a) & (c) of the Local Government Act for the purpose of dealing with matters of a confidential nature.

GEORC RESOLUTION(S)

MOVED CR CUCCARO SECONDED CR GODFREY

THAT THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) (A) & (C) OF THE LOCAL GOVERNMENT ACT FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.

CARRIED UNANIMOUSLY

The meeting was closed to the public at 2.33pm.

13.1 CHIEF EXECUTIVE OFFICER RECRUITMENT – POSITION DESCRIPTION, REMUNERATION PACKAGE AND ADVERTISING PROCESS

REFERENCE: COMMITTEES-9475

See Confidential Item circulated with the Agenda under Separate Cover.

RECOMMENDATION [Meeting re-opened to the public]

That the meeting be re-opened, the public be invited to return to the meeting and the recommendations passed behind closed doors be recorded.

GEORC RESOLUTION(S)

MOVED CR CUCCARO SECONDED CR GODFREY

THAT THE MEETING BE RE-OPENED, THE PUBLIC BE INVITED TO RETURN TO THE MEETING AND THE RECOMMENDATIONS PASSED BEHIND CLOSED DOORS BE RECORDED.

CARRIED UNANIMOUSLY

The meeting was reopened to the public at 2.50pm.



Item 13 continued

Recording of the recommendations passed behind closed doors, namely:

13.1 CHIEF EXECUTIVE OFFICER RECRUITMENT – POSITION DESCRIPTION, REMUNERATION PACKAGE AND ADVERTISING PROCESS

REFERENCE: COMMITTEES-9475

CEORC RECOMMENDATION(S)

MOVED CR GODFREY SECONDED CR CUCCARO

That:

1. Council endorse the Position Description for the position of Chief Executive Officer as contained within Attachment 2 of this report.
2. Council approve the total remuneration package range for the Chief Executive Officer position being set at \$175,000 to \$225,000.
3. Council endorse the advertisement for the Chief Executive Officer position as contained within Attachment 1 of this report.
4. Council note the advertisement for the position of Chief Executive Officer will be placed in the 'West Australian' newspaper, and other media, on Saturday 27 June and will remain open until 5PM Monday 13 July 2009.

CARRIED UNANIMOUSLY

14 GENERAL BUSINESS

Nil

15 FUTURE MEETINGS OF THE CEORC

Mr Blades suggested that the next meeting should be held shortly after the closing date of the advertisement, being Monday 13 July 2009.

Members agreed that the next meeting of the Chief Executive Officer Recruitment Committee will be held at 4.00pm on Thursday 16 July 2009, at the EMRC Administration Offices, 226 Great Eastern Highway, Belmont.

16 DECLARATION OF CLOSURE OF MEETING

There being no further business the meeting was closed at 2.53pm.



16 REPORTS OF DELEGATES

Nil

17 MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil



18 NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR PERSON PRESIDING OR BY DECISION OF MEETING

18.1 2009/2010 REVISED SCHEDULE OF FEES AND CHARGES FOR WASTE MANAGEMENT

REFERENCE: COMMITTEES-9610

PURPOSE OF REPORT

The purpose of this report is to provide Council with a revised schedule of fees and charges for 2009/2010 for disposal of waste at the Red Hill Waste Management Facility and Hazelmere Recycling Centre for adoption.

KEY ISSUES AND RECOMMENDATION(S)

- On 14 May 2009 the State Government announced that the landfill levy was to be increased to \$28.00/tonne effective 1 July 2009 rather than \$8.00/tonne as contained in the *Waste Avoidance and Resource Recovery Levy Regulations 2008* for the period 1 July 2009 to 30 June 2010.
- On 21 May 2009, Council adopted the 2009/2010 fees and charges for waste disposal incorporating the \$28.00/tonne landfill levy. The fees and charges were advertised on 16 June 2009.
- On 23 June 2009, the Minister for Environment; Youth announced that the landfill levy of \$28.00/tonne would not be introduced until 1 January 2010. Instead, the landfill levy would be set at \$8.00/tonne from 1 July 2009.
- Retaining the fees and charges adopted on 21 May 2009 with the higher landfill levy would render the EMRC uncompetitive in the commercial marketplace.

Recommendation(s)

That:

1. Council by an absolute majority in accordance with section 6.16 of the Local Government Act 1995 adopts the 2009/2010 Fees and Charges for Waste Management, forming the attachment to this report effective as from 1 July 2009.
2. Local public notice be provided of the revised 2009/2010 Fees and Charges for Waste Management.

SOURCE OF REPORT

Acting Chief Executive Officer
 Executive Manager, Waste Management Services

BACKGROUND

At the Council meeting held on 21 May 2009, the 2009/2010 fees for waste disposal were adopted inclusive of a \$28.00/tonne landfill levy as announced by the State Government on 14 May 2009, and advised to the EMRC by letter dated 18 May 2009. The adopted fees were advertised in *The West Australian* on 16 June 2009.

At the 21 May 2009 meeting, Council resolved that the Chairman write to the Minister for Environment; Youth ("the Minister") stating that the 300% increase in landfill levy was out of order and that the EMRC does not agree with the process nor the lack of consultation.

The Chairman forwarded that letter to the Minister on 22 May 2009.



Item 18.1 continued

REPORT

On Tuesday 23 June 2009, the Minister released a media statement to the effect that the State Government would be deferring the \$21.00/tonne landfill levy increase until 1 January 2010. Instead, the landfill levy would increase by \$1.00/tonne to \$8.00/tonne as contained in regulation 12 of the *Waste Avoidance and Resource Recovery Levy Regulations 2008*.

Given that the EMRC has already adopted and advertised its 2009/2010 fees and charges (inclusive of the \$28.00/tonne levy), the State Government's decision to defer the implementation of the \$28.00/tonne levy has implications on the EMRC's waste disposal fees that require further consideration.

The options available to the EMRC are to either leave the waste disposal fees as adopted by Council on 21 May 2009, and thus inclusive of the \$28.00/tonne landfill levy, or to reduce the fees to include a lower levy of \$8.00/tonne. As leaving waste disposal fees at the higher level would render the EMRC uncompetitive in the commercial marketplace, it is proposed to reduce the fees to reflect the lower landfill levy.

Based on the requirements of sections 6.16 and 6.19 of the *Local Government Act 1995* ("the Act"), a local government seeking to impose fees outside the budget adoption process requires the provision of at least 7 days local public notice. This would mean that, if Council wished to reduce the 2009/2010 fees, the reduced fees could not take effect until approximately 6 July 2009 (allowing for advertising deadlines after Council resolution).

However, in discussions with the Department of Local Government, the EMRC has been advised that Council could overcome this delay by relying upon section 6.18 of the Act which precludes a local government from overcharging an amount set out in another written law. Subsection 6.18(1) states:

If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —

- (a) determine an amount that is inconsistent with the amount determined under the other written law;*
- or*
- (b) charge a fee or charge in addition to the amount determined by or under the other written law.*

This section of the Act enables Council to overcome the requirements of sections 6.16 and 6.19, as the lower landfill levy is contained in written law, and thus the EMRC would be in breach of the Act if it introduced the higher fees. Thus, Council is obliged to apply waste disposal fees incorporating the lower landfill levy, and the fees are to be effective from 1 July 2009 rather than some date in July 2009 after 7 days local public notice.

Based on this consideration of the Act, it is recommended that Council revises its waste disposal fees and charges to incorporate a landfill levy of \$8.00/tonne rather than \$28.00/tonne, and the revised waste disposal fees and charges be effective from 1 July 2009. The fees and charges are to be reviewed late in 2009, with the opportunity to incorporate any legislated landfill levy increase for the period from 1 January 2010.

STRATEGIC/POLICY IMPLICATIONS

The fees and charges have been developed to provide sustainable waste disposal operations and to improve member Council and EMRC financial viability.

Income from commercial waste over and above the variable costs of landfill operation reduces the waste disposal costs for the member Councils and contributes to EMRC surpluses that fund other programmes.

FINANCIAL IMPLICATIONS

The fees and charges have been developed to ensure that the Red Hill and Hazelmere operations are undertaken in a fiscally responsible manner.



Item 18.1 continued

SUSTAINABILITY IMPLICATIONS

The fees and charges will ensure the Red Hill Waste Management Facility and Hazelmere site are operated in a socially, environmentally and financially responsible manner.

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} As outlined in the report and attachment
City of Bayswater	
City of Belmont	
Shire of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

2009/2010 Waste Management Proposed Schedule of Fees and Charges ([Ref: Committees-9611](#))

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION(S)

That:

1. Council by an absolute majority in accordance with section 6.16 of the Local Government Act 1995 adopts the 2009/2010 Fees and Charges for Waste Management, forming the attachment to this report effective as from 1 July 2009.
2. Local public notice be provided of the revised 2009/2010 Fees and Charges for Waste Management.

COUNCIL RESOLUTION(S)

MOVED CR LAVELL

SECONDED CR JONES

THAT:

1. COUNCIL BY AN ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 6.16 OF THE LOCAL GOVERNMENT ACT 1995 ADOPTS THE 2009/2010 FEES AND CHARGES FOR WASTE MANAGEMENT, FORMING THE ATTACHMENT TO THIS REPORT EFFECTIVE AS FROM 1 JULY 2009.
2. LOCAL PUBLIC NOTICE BE PROVIDED OF THE REVISED 2009/2010 FEES AND CHARGES FOR WASTE MANAGEMENT.

CARRIED UNANIMOUSLY

**EASTERN METROPOLITAN REGIONAL COUNCIL
2009/2010 WASTE MANAGEMENT PROPOSED SCHEDULE OF FEES AND CHARGES**

Description	Weight/Unit	2008/2009		2008/2009		2009/2010		2008/2009 to 2009/2010	
		Charges with no GST \$	Value of GST \$	Charges inc GST \$	Value of GST \$	Charges with no GST \$	Value of GST \$	2009/2010 inc GST \$	Exc. GST %
Waste Management Charges									
Disposal Rates									
Member Councils									
Base Tipping Fee	1 tonne	31.00	3.10	34.10		33.00	3.30	36.30	6.45%
CWES Levy		2.00	0.20	2.20		2.00	0.20	2.20	0.00%
Secondary Waste Reserve		18.00	1.80	19.80		20.00	2.00	22.00	11.11%
Landfill Levy		7.00	0.70	7.70		8.00	0.80	8.80	14.29%
Total Member Council disposal rate - (*)		58.00	5.80	63.80		63.00	6.30	69.30	8.62%
Councils - Other									
WMRC - Domestic - (*)	1 tonne	58.00	5.80	63.80		63.00	6.30	69.30	8.62%
WMRC - Commercial	1 tonne	65.45	6.55	72.00		70.45	7.05	77.50	7.64%
Domestic Refuse Tip Pass (Giddegannup @ 3bags/wk)	n/a	2.73	0.27	3.00		2.73	0.27	3.00	-0.10%
Council Refuse Tip Passes - Cars (up to 200kg)	n/a	10.91	1.09	12.00		11.82	1.18	13.00	8.32%
Council Refuse Tip Passes - Trailers (up to 500kg)	n/a	19.09	1.91	21.00		20.00	2.00	22.00	4.77%
General Waste									
Cars / Station Wagons	n/a	12.27	1.23	13.50		12.73	1.27	14.00	3.73%
Trailers (6 x 4)	n/a	23.18	2.32	25.50		23.64	2.36	26.00	1.97%
Trailers (6 x 4) High Sides	n/a	28.18	2.82	31.00		29.09	2.91	32.00	3.23%
Tandem/ Horse Floats (< 1 tonne)	n/a	41.82	4.18	46.00		43.64	4.36	48.00	4.34%
Vans / Utes	n/a	20.45	2.05	22.50		20.91	2.09	23.00	2.24%
Commercial (General)	1 tonne	65.45	6.55	72.00		70.45	7.05	77.50	7.64%
Minimum Commercial Charges	1 tonne	32.73	3.27	36.00		36.36	3.64	40.00	11.10%
Commercial (Special Access)	1 tonne	75.45	7.55	83.00		NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE	N/A
Greenwaste									
Greenwaste - uncontaminated (Member Councils)	1 tonne	26.50	2.65	29.15		29.00	2.90	31.90	9.43%
Greenwaste - MGB (Member Councils)	1 tonne	51.00	5.10	56.10		55.00	5.50	60.50	7.84%
Greenwaste - uncontaminated (Commercial)	1 tonne	27.27	2.73	30.00		30.00	3.00	33.00	10.01%
Greenwaste - uncontaminated (to Hazelmere)	1 tonne	36.36	3.64	40.00		43.55	4.35	47.90	19.77%
Greenwaste - shredded to EMRC specification (to Red Hill)	1 tonne		NO CHARGE	40.00			NO CHARGE	47.90	N/A

(For 2009/2010 annual cumulative Commercial & Contaminated Solids tonnages disposed in excess of 25,000 tonnes and 50,000 tonnes are subject to a reduction of \$5.00/tonne and \$10.00/tonne respectively.)

(*) 2009/2010 - Inclusive of \$20.00 Secondary Waste Reserve and \$2.00 CWES Levy.

**EASTERN METROPOLITAN REGIONAL COUNCIL
2009/2010 WASTE MANAGEMENT PROPOSED SCHEDULE OF FEES AND CHARGES**

Description	Weight/Unit	2008/2009		2009/2010		2008/2009 to 2009/2010	
		Charges with no GST	Value of GST Charges inc GST	Charges with no GST	Value of GST Charges inc GST	2009/2010 Exc. GST	2009/2010 Exc. GST
Waste Management Charges continued...							
Disposal Rates continued..							
Special Wastes							
Asbestos - Member Council residents only	1 tonne	72.73	7.27	74.55	7.45	82.00	2.50%
Asbestos - Minimum Charge	1 tonne	59.10	5.90	60.91	6.09	67.00	3.06%
Car Bodies - Commercial	each	13.64	1.36	13.64	1.36	15.00	0.00%
Car Bodies - Member Council residents only	each	9.10	0.90	18.18	1.81	20.00	99.80%
Quarantine Waste	1 tonne	81.00	NO CHARGE	9.09	0.90	10.00	N/A
Burial Fee (for immediate burial requirements)	n/a	122.73	12.27	85.00	8.50	93.50	4.94%
Handling Fee (for special handling requirements)	n/a	122.73	12.27	122.73	12.27	135.00	0.00%
Tyre Disposal (off rim)	each	2.73	0.27	2.73	0.27	3.00	0.00%
Tyre Disposal (with rim)	each	5.45	0.55	5.45	0.55	6.00	0.00%
Tyre Recovery Charges (for tyres at the landfill face)	each	20.00	2.00	20.00	2.00	22.00	0.00%
Mattress disposal fee (to Red Hill)	each	4.55	0.45	5.00	0.50	5.50	9.89%
Computers, Computer Monitors or Televisions	each	NOT APPLICABLE		4.55	0.45	5.00	N/A
Wash Facility Fee	n/a	31.82	3.18	31.82	3.18	35.00	0.00%
Class III Waste	1 tonne	65.45	6.55	70.45	7.05	77.50	7.64%
Class III Contaminated Soil	1 tonne	51.82	5.18	55.82	5.58	61.40	7.72%
Class IV Waste	1 tonne	88.18	8.82	93.18	9.32	102.50	5.67%
Class IV Contaminated Soil	1 tonne	75.45	7.55	79.45	7.95	87.40	5.30%
Class V Waste	1 tonne	500.00	50.00	550.00	55.00	605.00	10.00%
Administration Charge (for waste acceptance approvals)	consignment	50.00	5.00	50.00	5.00	55.00	0.00%
Hazelmere							
Mattress disposal fee	each	4.55	0.45	5.00	0.50	5.50	9.89%
Wood Waste (per cubic metre)							
- Grade 1	1 m3	3.18	0.32	5.00	0.50	5.50	57.23%
- Grade 2	1 m3	4.55	0.45	6.36	0.63	7.00	39.86%
- Grade 3	1 m3	10.00	1.00	9.09	0.91	10.00	-9.09%
- Grade 4	1 m3	30.00	3.00	18.18	1.82	20.00	-39.39%
Wood Waste (per tonne)							
- Grade 1	1 tonne	30.00	3.00	50.00	5.00	55.00	66.67%
- Grade 2	1 tonne	35.00	3.49	63.64	6.35	70.00	81.82%
- Grade 3	1 tonne	57.00	5.70	90.91	9.09	100.00	59.49%
- Grade 4	1 tonne	100.00	10.00	181.82	18.18	200.00	81.82%

(For 2009/2010 annual cumulative Commercial & Contaminated Soils tonnages disposed in excess of 25,000 tonnes and 50,000 tonnes are subject to a reduction of \$5.00/tonne and \$10.00/tonne respectively.)

**EASTERN METROPOLITAN REGIONAL COUNCIL
2009/2010 WASTE MANAGEMENT PROPOSED SCHEDULE OF FEES AND CHARGES**

Description	Weight/Unit	2008/2009		2008/2009		2009/2010		2009/2010		2008/2009 to 2009/2010	
		Charges with no GST	Value of GST	Charges inc GST	Value of GST	Charges with no GST	Value of GST	Charges inc GST	Value of GST	Exc. GST	
Waste Management Charges continued..											
Sale of Materials (all ex stockpile, minimum 10 tonnes)											
Sale of mixed clayfill (purchaser to load)	1 tonne	0.50	0.05	0.55	0.50	0.50	0.05	0.55	0.00%		
Sale of Mulch or Compost	1 tonne	25.00	2.50	27.50	22.50	22.50	2.25	24.75	-10.00%		
Ferricrete	1 tonne	12.00	1.20	13.20	11.00	11.00	1.10	12.10	-8.33%		
Wood Products (per cubic metre)											
Sale of Coloured Mulch	1 m3	14.00	1.40	15.40	30.00	30.00	3.00	33.00	114.29%		
Sale of Coloured Mulch with Fire Retardant	1 m3	14.00	1.40	15.40	40.00	40.00	4.00	44.00	185.71%		
Wood Chip (unscreened secondary ground) - Hazelmere	1 m3		NOT APPLICABLE		5.50	5.50	0.55	6.05	N/A		
Wood Chip (secondary ground) - Hazelmere	1 m3	9.09	0.91	10.00	9.09	9.09	0.91	10.00	0.00%		
Wood Chip (fines) - Hazelmere	1 m3	6.00	0.60	6.60	8.18	8.18	0.82	9.00	36.36%		
Wood Products (per tonne)											
Sale of Coloured Mulch	1 tonne	70.00	7.00	77.00	150.00	150.00	15.00	165.00	114.29%		
Sale of Coloured Mulch with Fire Retardant	1 tonne	70.00	7.00	77.00	200.00	200.00	20.00	220.00	185.71%		
Wood Chip (unscreened secondary ground) - Hazelmere	1 tonne		NOT APPLICABLE		27.27	27.27	2.73	30.00	N/A		
Wood Chip (secondary ground) - Hazelmere	1 tonne	45.45	4.55	50.00	45.45	45.45	4.55	50.00	0.00%		
Wood Chip (fines) - Hazelmere	1 tonne	30.00	3.00	33.00	40.91	40.91	4.09	45.00	36.36%		

(For 2009/2010 material purchases in excess of 200 tonnes and 1,000 are subject to a reduction of 25% and 30% respectively.)



19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

Confidential Items 19.1 – Item 11.2 of the CEORC Minutes – Position Description, Remuneration Package and Advertising Process and 19.2 – Appointment of Acting Chief Executive Officer were considered by Council earlier in the meeting following Item 13 Business Not Dealt With from a Previous Meeting.

RECOMMENDATION (Closing meeting to the public)

That with the exception of, the meeting be closed to members of the public in accordance with Section 5.23 (2) (c) of the Local Government Act for the purpose of dealing with matters of a confidential nature.

COUNCIL RESOLUTION

MOVED CR POWELL

SECONDED CR LAVELL

THAT WITH THE EXCEPTION OF THE MEMBER COUNCIL CEOS, MR LAURIE JAMES FROM KOTT GUNNING, MR JOHN KING FROM CARDNO BSD MEINHARDT, EMRC'S ACTING CEO, EXECUTIVE MANAGER WASTE MANAGEMENT SERVICES, MANAGER PROJECT DEVELOPMENT, EXECUTIVE ASSISTANT TO THE CEO AND PERSONAL ASSISTANT TO THE EXECUTIVE MANAGER CORPORATE SERVICES FOR SECTION 15.3 - ITEM 9.1 AND WITH THE EXCEPTION OF MEMBER COUNCIL CEOS, EMRC'S ACTING EXECUTIVE MANAGER CORPORATE SERVICES AND MANAGER HUMAN RESOURCES FOR CONFIDENTIAL ITEMS 19.1 AND 19.2 THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) (C) OF THE LOCAL GOVERNMENT ACT FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.

CARRIED UNANIMOUSLY

The doors of the meeting were closed at 6.18pm and members of the public departed the Council Chambers.

The member Council Chief Executive Officers, Mr Laurie James from Kott Gunning, Mr John King from Cardno BSD Meinhardt, EMRC's Acting Chief Executive Officer, Executive Manager Waste Management Services, Manager Project Development, Executive Assistant to the CEO and Personal Assistant to the Executive Manager Corporate Services remained in the Council Chambers.

Section 15.3 – Item 9.1 Progress Report – Resource Recovery Facility Expressions of Interest Process was dealt with behind closed doors to deal with the legal advice to be provided by Mr Laurie James of Kott Gunning.

(Post Meeting Note: Recording of Council's consideration of this item is provided under Section 15.3 - Item 9.1 of these minutes).

Mr Laurie James from Kott Gunning, Mr John King from Cardno BSD Meinhardt, EMRC's Acting Chief Executive Officer, Executive Manager Waste Management Services, Manager Project Development and Personal Assistant to the Executive Manager Corporate Services departed the Council Chambers at 6.50pm.

The Acting Executive Manager Corporate Services and Manager Human Resources returned to the Council Chambers at 6.50pm.



Item 19 continued

19.1 ITEM 13.1 OF THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE - POSITION DESCRIPTION, REMUNERATION PACKAGE AND ADVERTISING PROCESS

REFERENCE: COMMITTEES-9563

The Council considered the Confidential Item circulated with the Agenda under Separate Cover.

19.2 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

REFERENCE: COMMITTEES-9469

The Council considered the Confidential Item circulated with the Agenda under Separate Cover.

RECOMMENDATION [Meeting re-opened to the public]

That the meeting be re-opened, the public be invited to return to the meeting and the resolutions passed behind closed doors be recorded.

The Acting Chief Executive Officer, Executive Manager Waste Management Services, Manager Project Development, Personal Assistant to the Executive Manager Corporate Services and members of the public returned to the Council Chambers at 7.07pm.

The Chairman thanked the Acting Executive Manager Corporate Services and the Manager Human Resources for their assistance to the Chief Executive Officer Recruitment Committee in the process related to recruitment of a new Chief Executive Officer.

COUNCIL RESOLUTION

MOVED CR POWELL

SECONDED CR PULE

THAT THE MEETING BE RE-OPENED, THE PUBLIC BE INVITED TO RETURN TO THE MEETING AND THE RESOLUTIONS PASSED BEHIND CLOSED DOORS BE RECORDED.

CARRIED UNANIMOUSLY



Item 19 continued

Recording of the resolutions passed behind closed doors, namely:

19.1 ITEM 13.1 OF THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE - POSITION DESCRIPTION, REMUNERATION PACKAGE AND ADVERTISING PROCESS

REFERENCE: COMMITTEES-9563

COUNCIL RESOLUTION(S)

MOVED CR CUCCARO SECONDED CR PULE

THAT:

1. COUNCIL ENDORSE THE POSITION DESCRIPTION FOR THE POSITION OF CHIEF EXECUTIVE OFFICER AS CONTAINED WITHIN ATTACHMENT 2 OF THIS REPORT.
2. COUNCIL APPROVE THE TOTAL REMUNERATION PACKAGE RANGE FOR THE CHIEF EXECUTIVE OFFICER POSITION BEING SET AT \$175,000 TO \$225,000.
3. COUNCIL ENDORSE THE ADVERTISEMENT FOR THE CHIEF EXECUTIVE OFFICER POSITION AS CONTAINED WITHIN ATTACHMENT 1 OF THIS REPORT.
4. COUNCIL NOTE THE ADVERTISEMENT FOR THE POSITION OF CHIEF EXECUTIVE OFFICER WILL BE PLACED IN THE 'WEST AUSTRALIAN' NEWSPAPER, AND OTHER MEDIA, ON SATURDAY 27 JUNE AND WILL REMAIN OPEN UNTIL 5PM MONDAY 13 JULY 2009.

CARRIED UNANIMOUSLY

19.2 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

REFERENCE: COMMITTEES-9469

COUNCIL RESOLUTION(S)

MOVED CR POWELL SECONDED CR LAVELL

THAT:

1. COUNCIL BY AN ABSOLUTE MAJORITY ADOPT THE REVISED CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE TERMS OF REFERENCE AS CONTAINED WITHIN ATTACHMENT 1 OF THIS REPORT.
2. COUNCIL BY AN ABSOLUTE MAJORITY DELEGATE TO THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE THE POWER TO APPOINT AN ACTING CHIEF EXECUTIVE OFFICER.
3. COUNCIL APPROVE THE PROCESS AND TIMETABLE FOR THE SELECTION AND APPOINTMENT OF AN ACTING CHIEF EXECUTIVE OFFICER AS DETAILED WITHIN THIS REPORT.
4. COUNCIL ENDORSE THE POSITION DESCRIPTION FOR THE POSITION OF ACTING CHIEF EXECUTIVE OFFICER AS CONTAINED WITHIN ATTACHMENT 3 OF THIS REPORT.
5. COUNCIL APPROVE THE TOTAL REMUNERATION PACKAGE RANGE FOR THE ACTING CHIEF EXECUTIVE OFFICER POSITION BEING SET AT \$166,000 TO \$225,000.
6. COUNCIL BY AN ABSOLUTE MAJORITY ENDORSE THE "LETTER OF APPOINTMENT" FORMING THE CONTRACT FOR THE POSITION OF ACTING CHIEF EXECUTIVE OFFICER AS CONTAINED WITHIN ATTACHMENT 4 OF THIS REPORT.



Item 19 continued

7. COUNCIL ENDORSE THE NOTICE OF ADVERTISEMENT FOR AN ACTING CHIEF EXECUTIVE OFFICER AS CONTAINED WITHIN ATTACHMENT 2 OF THIS REPORT.
8. COUNCIL NOTE THE ADVERTISEMENT FOR THE POSITION OF ACTING CHIEF EXECUTIVE OFFICER WILL BE PLACED ON EMRC'S NOTICE BOARD ON FRIDAY 26 JUNE AND WILL REMAIN OPEN UNTIL 5PM FRIDAY 3 JULY 2009.

CARRIED UNANIMOUSLY

20 FUTURE MEETINGS OF COUNCIL

The next meeting of Council will be held on **Thursday 23 July 2009 (if required)** at the EMRC Administration Office, 1st Floor, Ascot Place, 226 Great Eastern Highway, Belmont WA 6104 commencing at 6.00pm.

Future Meetings 2009

Thursday	23 July (if required)	at	EMRC Administration Office
Thursday	27 August	at	EMRC Administration Office
Thursday	24 September (if required)	at	EMRC Administration Office
Thursday	29 October	at	EMRC Administration Office
Thursday	3 December	at	EMRC Administration Office
January 2010 (recess)			

21 DECLARATION OF CLOSURE OF MEETING

There being no further business, the meeting was closed at 7.18pm.