



## **MINUTES**

### **CERTIFICATION OF CONFIRMATION OF CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE MINUTES**

**28 FEBRUARY 2019**

I, Cr Dylan O'Connor, hereby certify that the minutes from the Chief Executive Officer Recruitment Committee Meeting held on 28 February 2019 pages (1) to (19) were confirmed at a Committee meeting held on 28 March 2019.

\_\_\_\_\_  
**Signature**

Cr Dylan O'Connor  
**Person presiding at Meeting**

# CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE

## MINUTES

28 February 2019

(Ref: D2019/00850)

A meeting of the Chief Executive Officer Recruitment Committee was held at the EMRC Administration Office, 1<sup>st</sup> Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 28 February 2019**. The meeting commenced at **5:37pm**.

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## **1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS<sup>18</sup>**

The Acting Chief Executive Officer opened the meeting at 5:37pm, welcomed those in attendance and acknowledged the traditional custodians of the land on which the meeting was held and paid respects to the elders past, present and future.

## **2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**

### **Councillor Attendance**

Cr Jai Wilson	EMRC Member	Town of Bassendean
Cr Sally Palmer	EMRC Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Dylan O'Connor	EMRC Member	City of Kalamunda
Cr David McDonnell	EMRC Member	City of Swan

### **Apologies**

Cr John Daw	EMRC Member	Shire of Mundaring
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### **EMRC Officers**

Mrs Wendy Harris	Acting Chief Executive Officer
Mr Jer Liew	Director Corporate Services
Mrs Prapti Mehta	Manager Organisational Development
Ms Annette Rakich	Acting Executive Assistant to CEO (Minutes)

## **3 DISCLOSURE OF INTERESTS**

Nil

## **4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION**

Nil



## **5 ELECTION OF CHAIRMAN AND DEPUTY CHAIRMAN OF THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE (CEORC)**

### **5.1 ELECTION OF A CHAIRMAN OF THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE (CEORC)**

**REFERENCE: D2018/16897**

#### **PURPOSE OF REPORT**

The purpose of this report is to provide for an election to be conducted for the Office of Chairman of the Chief Executive Officer Recruitment Committee (CEORC).

#### **KEY POINTS AND RECOMMENDATION(S)**

- It is a statutory requirement that the Committee elects a Chairman at the first meeting of the Chief Executive Officer Recruitment Committee (CEORC).

#### **Recommendation(s)**

That the members of the Chief Executive Officer Recruitment Committee (CEORC) elect a Chairman.

#### **SOURCE OF REPORT**

Director Corporate Services

#### **BACKGROUND**

The previous Chief Executive Officer (CEO), Mr Schneider tendered his resignation from his role as CEO of the Eastern Metropolitan Regional Council (the EMRC). At the Special Meeting of Council held on Thursday 29 November 2018, a Chief Executive Officer Recruitment Committee (CEORC) was established to assist Council with the recruitment of a new CEO.

It was resolved that (Ref: D2018/15109):

2. *COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S5.8 OF THE LOCAL GOVERNMENT ACT 1995 ESTABLISHES A CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE, WITH TERMS OF REFERENCE AS CONTAINED WITHIN ATTACHMENT 2 OF THIS REPORT AND THE COMMITTEE BE DISBANDED UPON THE SIGNING BY ALL PARTIES OF A CONTRACT OF EMPLOYMENT FOR THE POSITION OF CHIEF EXECUTIVE OFFICER OF THE EASTERN METROPOLITAN REGIONAL COUNCIL.*
3. *COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S5.10 OF THE LOCAL GOVERNMENT ACT 1995 APPOINTS THE MEMBERS OF THE CHIEF EXECUTIVE OFFICERS PERFORMANCE REVIEW COMMITTEE AS THE MEMBERS OF THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE.*

#### **CEORC MEMBERS 2018 - 2019**

The following members (who comprised the CEOPRC) were appointed to the CEORC at the Special Meeting of Council:

EMRC Member	Cr Jai Wilson	Town of Bassendean
EMRC Member	Cr Sally Palmer	City of Bayswater
EMRC Member	Cr Janet Powell	City of Belmont
EMRC Member	Cr Dylan O'Connor	City of Kalamunda
EMRC Member	Cr John Daw	Shire of Mundaring
EMRC Member	Cr David McDonnell	City of Swan



*Item 5.1 continued*

## **REPORT**

The Acting CEO will preside at the meeting until the Office of Chairman of the CEORC is filled.

In accordance with section 5.12(1) of the *Local Government Act 1995*, (the Act) the members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1.

It is a requirement of Schedule 2.3 of the Act that the election is conducted by the CEO and the nominations for the Office are to be given to the Acting CEO in writing before the meeting or during the meeting before the close of nominations. Furthermore, if a member is nominated by another member the Acting CEO is not to accept the nomination unless the nominee has advised the Acting CEO, orally or in writing, that he or she is willing to be nominated for the Office. Members are to vote on the matter by secret ballot.

The procedure outlined in Schedule 2.3 of the Act will be followed if there is an equality of votes.

The following material accompanies the agenda for this meeting as a means of assisting members of the Committee to nominate themselves or another member for the Office of Chairman of the AC:

1. CEORC Terms of Reference;
2. A blank nomination form for the Office of Chairman of the CEORC, nominate oneself;
3. A blank nomination form for the Office of Chairman of the CEORC, nominate another; and
4. A blank ballot paper for Election of Chairman of the CEORC.

Ballot papers will be made available prior to voting.

The completed nomination forms are to be given to the Acting CEO before the meeting or when the Acting CEO calls for them when dealing with this item at the meeting.

## **STRATEGIC/POLICY IMPLICATIONS**

Council Policy 2.1 Committees of Council provides for the establishment of the Committees

Key Result Area 3 – Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC

## **FINANCIAL IMPLICATIONS**

Nil

## **SUSTAINABILITY IMPLICATIONS**

Nil



*Item 5.1 continued*

## **MEMBER COUNCIL IMPLICATIONS**

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

## **ATTACHMENT(S)**

1. CEORC Terms of Reference (D2019/00688)
2. A blank nomination form for the Office of Chairman of the CEORC, nominate oneself (Ref: D2019/00693)
3. A blank nomination form for the Office of Chairman of the CEORC, nominate another (Ref: D2018/00693)
4. Ballot Paper – Election of CEORC Chairman (Ref: D2019/00700)

## **VOTING REQUIREMENT**

Secret Ballot

## **RECOMMENDATION(S)**

That the members of the Chief Executive Officer Recruitment Committee elect a Chairman.

The Acting Chief Executive Officer (CEO) called for nominations for the Office of Chairman of the Chief Executive Officer Recruitment Committee.

Cr Palmer nominated Cr McDonnell. The Acting CEO called for any further nominations.

No further nominations were received and the Acting CEO closed nominations.

## **ANNOUNCEMENT: OF THE OFFICE OF CHAIRMAN**

The Acting CEO declared, unopposed, Cr McDonnell as Chairman of the Chief Executive Officer Recruitment Committee for the term commencing 28 February 2019 until the next local government election in 2019.

The Acting CEO congratulated Cr McDonnell and vacated the chair at 5:38pm.

At 5:38pm, Cr McDonnell took the Chair.

## **TERMS OF REFERENCE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE**

### **1. OBJECTIVES OF THE COMMITTEE**

The Chief Executive Officer Recruitment Committee (CEORC) is a formally appointed committee of Council and is responsible to that body.

### **2. RESPONSIBILITIES**

To exercise the powers and functions of Council in respect to the recruitment and selection of the Chief Executive Officer in accordance with the requirements of the *Local Government Act 1995* and *Local Government (Administration) Regulations 1996*.

### **3. DUTIES**

The obligations of the Committee are as follows:

- a) Seeking expressions of interest and quotations from external recruitment agencies to assist the Committee to carry out its functions.
- b) Delegated power to engage an independent recruitment agency to assist the Committee to carry out its functions.
- c) Keeping Council informed of the progress of the recruitment process by reporting back to Council.
- d) Using the independent recruitment agency to assist it in its functions to:
  - i. Define and scope the services and techniques of the recruitment;
  - ii. Assist with a review of the position requirements and the development of the position description for the role;
  - iii. Prepare draft Key Performance Indicators for the position of Chief Executive Officer;
  - iv. Construct the remuneration package to be offered for the position;
  - v. Advertise for the position of Chief Executive Officer;
  - vi. Review the form and content of the contract to be offered to the preferred candidate;
  - vii. Shortlist and interview suitable candidates;
  - viii. Conduct background, reference, and qualification checks of candidates;
  - ix. Provide written reports to Council on the preferred candidates and the outcome of the interviews;
  - x. In conjunction with the consultant, make recommendations on the preferred candidate(s) for the position of Chief Executive Officer, together with the proposed terms and conditions relevant to the appointment.
- e) Arranging for the preferred candidate(s) to attend Council for a presentation / interview prior to the recommendation of appointment being considered by Council.
- f) Negotiate the terms of the contract and performance indicators in accordance with Council's resolution.

### **4. MEMBERSHIP**

- 4.1 The Committee will comprise of members of the Chief Executive Performance Review Committee.

## **5. MEETINGS**

- 5.1 The Committee shall hold regular meetings at such times and on such days as the Council may determine by resolution.
- 5.2 Additional meetings will be convened at the discretion of the Chairperson.

## **6. OPERATING PROCEDURES**

- 6.1 All meetings of the Committee are to be conducted in accordance with the Local Government Act 1995, associated Regulations and the EMRC Standing Orders Local Law 2013.
- 6.2 A quorum for a meeting of the Committee shall be at least 50% of the number of offices (whether vacant or not) of member of the Committee.
- 6.3 Voting
  - (a) All decisions of the Committee shall be made on the basis of a simple majority decision of the members present or, if another kind of majority has been prescribed by regulations for the particular kind of decision, by that kind of majority.
  - (b) If the decision results in a tied vote, the person presiding is to cast a second vote.
  - (c) Persons other than Committee members are not entitled to cast a vote.
  - (d) All other aspects related to voting procedure shall be consistent with relevant sections of the EMRC Standing Orders Local Law 2013.
- 6.4 Other EMRC staff may attend meetings, at the discretion of the Chief Executive Officer, to provide advice and information when required.
- 6.5 Additional persons, including consultants may be invited at the discretion of the Chief Executive Officer to provide advice and information when required

## **7. REPORTING**

- 7.1 The Committee shall after every meeting forward the minutes of that meeting to the next Ordinary Meeting of Council, including a report explaining any specific recommendations.
- 7.2 The item of Council business referred to in relation to this is to be treated as confidential in accordance with s.5.23(2) of the Local Government Act 1995, r14(2) of the Local Government (Administration) Regulations 1996, EMRC Standing Orders 2013 and Council's Policy for dealing with confidential items.

## **8. DELEGATED POWER**

The Committee has delegated power to:

- Engage an independent recruitment consultant or agency; and
- Shortlist candidates for the position of Chief Executive Officer for presentation / interview with the Council.

All other matters are to be referred to Council for consideration.

## **9. LIFE OF THE COMMITTEE**

The CEO Recruitment Committee will be automatically disbanded upon the signing by all parties of a contract of employment for the position of Chief Executive Officer.



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**Related Documentation:**

Policy 1.5 Meeting Agenda / Minutes – Confidential Items

Policy 2.1 Committees of Council

Policy 4.1 Chief Executive Officer Appointment and Performance Review

EMRC Standing Orders Local Law 2013

EMRC Code of Conduct

**Administration:**

Adopted by Council: 29 November 2018

Next Review: As required

Responsible: Chief Executive Officer



## **Nomination for Chairman of the Chief Executive Officer Recruitment Committee**

**To the Acting Chief Executive Officer**

**I hereby nominate myself, \_\_\_\_\_ for the position of  
Chairman of the Eastern Metropolitan Regional Council Chief Executive Officer  
Recruitment Committee for the term of Office commencing on the date of the  
election and continuing until the next ordinary elections day and/or other  
circumstances occur in accordance with section 5.11 of the *Local Government  
Act 1995*.**

**Signed: \_\_\_\_\_**

**Date: \_\_\_\_\_**



## **Nomination for Chairman of the Chief Executive Officer Recruitment Committee**

To the Acting Chief Executive Officer

I hereby nominate \_\_\_\_\_ for the position of Chairman of the Eastern Metropolitan Regional Council Chief Executive Officer Recruitment Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the *Local Government Act 1995*.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

\*I \_\_\_\_\_ hereby certify that I accept the above nomination to the position of Chairman of the Eastern Metropolitan Regional Council Chief Executive Officer Recruitment Committee.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

\*This certificate is to be completed when a Representative is nominated by another Representative.



**Eastern Metropolitan Regional Council  
Chief Executive Officer Recruitment Committee  
Thursday 28 February 2019**

**BALLOT PAPER FOR THE  
ELECTION OF THE CHIEF EXECUTIVE OFFICER  
RECRUITMENT COMMITTEE CHAIRMAN**

***HOW TO VOTE***

**Place a tick ☒ in the box next to the candidate you want to elect.**

**Do not make any other marks on the ballot paper.**

**Firstname Lastname**

☐

**Firstname Lastname**

☐

**Firstname Lastname**

☐



## 5.2 ELECTION OF A DEPUTY CHAIRMAN OF THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE (CEORC)

REFERENCE: D2018/16893

### PURPOSE OF REPORT

The purpose of this report is to provide for an election to be conducted for the Office of Deputy Chairman of the Chief Executive Officer Recruitment Committee (CEORC).

### KEY POINTS AND RECOMMENDATION(S)

- In accordance with section 5.12(2) of the *Local Government Act 1995*, the members of a committee may elect a deputy presiding member from amongst themselves.

#### Recommendation(s)

That the members of the Chief Executive Officer Recruitment Committee elect a Deputy Chairman.

### SOURCE OF REPORT

Director Corporate Services

### BACKGROUND

The previous Chief Executive Officer (CEO), Mr Schneider tendered his resignation from his role as CEO of the Eastern Metropolitan Regional Council (the EMRC). At the Special Meeting of Council held on Thursday 29 November 2018, a Chief Executive Officer Recruitment Committee (CEORC) was established to assist Council with the recruitment of a new CEO.

It was resolved that (Ref: D2018/15109):

- COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S5.8 OF THE LOCAL GOVERNMENT ACT 1995 ESTABLISHES A CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE, WITH TERMS OF REFERENCE AS CONTAINED WITHIN ATTACHMENT 2 OF THIS REPORT AND THE COMMITTEE BE DISBANDED UPON THE SIGNING BY ALL PARTIES OF A CONTRACT OF EMPLOYMENT FOR THE POSITION OF CHIEF EXECUTIVE OFFICER OF THE EASTERN METROPOLITAN REGIONAL COUNCIL.*
- COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S5.10 OF THE LOCAL GOVERNMENT ACT 1995 APPOINTS THE MEMBERS OF THE CHIEF EXECUTIVE OFFICERS PERFORMANCE REVIEW COMMITTEE AS THE MEMBERS OF THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE.*

### CEORC MEMBERS 2018 - 2019

The following members (who comprised the CEOPRC) were appointed to the CEORC at the Special Meeting of Council:

EMRC Member	Cr Jai Wilson	Town of Bassendean
EMRC Member	Cr Sally Palmer	City of Bayswater
EMRC Member	Cr Janet Powell	City of Belmont
EMRC Member	Cr Dylan O'Connor	City of Kalamunda
EMRC Member	Cr John Daw	Shire of Mundaring
EMRC Member	Cr David McDonnell	City of Swan



*Item 5.2 continued*

## **REPORT**

In accordance with section 5.12(2) of the *Local Government Act 1995*, (the Act) the members of a committee may elect a deputy presiding member from amongst themselves.

It is a requirement of Schedule 2.3 of the Act that the election of the Deputy Chairman is conducted by the Chairman and the nominations for the Office are to be given to the Acting CEO in writing before the meeting or the Chairman during the meeting before the close of nominations. Furthermore, if a member is nominated by another member, the Chairman is not to accept the nomination unless the nominee has advised the Chairman, orally or in writing, that he or she is willing to be nominated for the Office. Members are to vote on the matter by secret ballot.

The procedure outlined in Schedule 2.3 of the Act will be followed if there is an equality of votes.

The following material accompanies the agenda for this meeting as a means of assisting members of the Committee to nominate themselves or another member for the Office of Deputy Chairman of the CEORC:

1. A blank nomination form for the Office of Deputy Chairman of the CEORC, nominate oneself;
2. A blank nomination form for the Office of Deputy Chairman of the CEORC, nominate another; and
3. A blank ballot paper for Election of Deputy Chairman of the CEORC.

Ballot papers will be made available prior to voting.

The completed nomination forms are to be given to the Acting CEO before the meeting or when called for by the Chairman when dealing with this item at the meeting.

## **STRATEGIC/POLICY IMPLICATIONS**

Council Policy 2.1 Committees of Council provides for the establishment of the Committees

Key Result Area 3 – Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC

## **FINANCIAL IMPLICATIONS**

Nil

## **SUSTAINABILITY IMPLICATIONS**

Nil



*Item 5.2 continued*

## **MEMBER COUNCIL IMPLICATIONS**

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

## **ATTACHMENT(S)**

1. A blank nomination form for the Office of Deputy Chairman of the CEORC, nominate oneself (Ref: D2019/00709)
2. A blank nomination form for the Office of Deputy Chairman of the CEORC, nominate another (Ref: D2019/00709)
3. Ballot Paper – Election of CEORC Deputy Chairman (Ref: D2019/00706)

## **VOTING REQUIREMENT**

Secret Ballot

## **RECOMMENDATION(S)**

That the members of the Chief Executive Officer Recruitment Committee elect a Deputy Chairman.

The Chairman called for nominations for the Office of Deputy Chairman of the Chief Executive Officer Recruitment Committee. Cr O'Connor nominated himself and the Chairman called for any further nominations.

No further nominations were received and the Chairman closed nominations.

## **ANNOUNCEMENT: RESULT OF BALLOT FOR OFFICE OF DEPUTY CHAIRMAN**

The Chairman declared, unopposed, Cr O'Connor as Deputy Chairman of the Chief Executive Officer Recruitment Committee for the term commencing 28 February 2019 until the next Local Government election in 2019.

The Chairman congratulated Cr O'Connor.

The Acting CEO and the Director Corporate Services departed the meeting at 5:40pm



## **Nomination for Deputy Chairman of the Chief Executive Officer Recruitment Committee**

**To the Acting Chief Executive Officer**

**I hereby nominate myself, \_\_\_\_\_ for the position of Deputy Chairman of the Eastern Metropolitan Regional Council Chief Executive Officer Recruitment Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the *Local Government Act 1995*.**

**Signed: \_\_\_\_\_**

**Date: \_\_\_\_\_**





## **Nomination for Deputy Chairman of the Chief Executive Officer Recruitment Committee**

To the Acting Chief Executive Officer

I hereby nominate \_\_\_\_\_ for the position of Deputy Chairman of the Eastern Metropolitan Regional Council Chief Executive Officer Recruitment Committee for the term of Office commencing on the date of the election and continuing until the next ordinary elections day and/or other circumstances occur in accordance with section 5.11 of the *Local Government Act 1995*.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

\*I \_\_\_\_\_ hereby certify that I accept the above nomination to the position of Deputy Chairman of the Eastern Metropolitan Regional Council Chief Executive Officer Recruitment Committee.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**\*This certificate is to be completed when a Representative is nominated by another Representative.**



**Eastern Metropolitan Regional Council  
Chief Executive Officer Recruitment Committee  
Thursday 28 February 2019**

**BALLOT PAPER FOR THE  
ELECTION OF THE CHIEF EXECUTIVE OFFICER  
RECRUITMENT COMMITTEE  
DEPUTY CHAIRMAN**

***HOW TO VOTE***

**Place a tick ☒ in the box next to the candidate you want to elect.**

**Do not make any other marks on the ballot paper.**

**First Name, Last name**

☐

**First Name, Last name**

☐

**First Name, Last name**

☐



**6 PETITIONS, DEPUTATIONS AND PRESENTATIONS**

Nil

**7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

Nil

**8 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**9 QUESTIONS BY MEMBERS WITHOUT NOTICE**

Nil

**10 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETINGS 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.

The following report items are covered in section 15 of this agenda.

10.1 CHIEF EXECUTIVE OFFICER RECRUITMENT – SELECTION OF CONSULTANT

**11 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING**

Nil

**12 REPORTS OF EMPLOYEES**

Nil

**13 REPORTS OF DELEGATES**

Nil

**14 NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR PRESIDING MEMBER OR BY DECISION OF MEETING**

A discussion ensued and it was agreed that a workshop would be held on 7 March 2019. The purpose of the workshop is for the CEORC to work with the appointed Consultant and develop the necessary material to support the Chief Executive Officer recruitment process.



## **15 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.

### **CEORC RESOLUTION**

MOVED CR PALMER

SECONDED CR WILSON

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 doors of the meeting were closed at 5:42pm.

The Manager Organisational Development and the Acting Executive Assistant to the Chief Executive Officer remained in the room.

## **15.1 CHIEF EXECUTIVE OFFICER RECRUITMENT – SELECTION OF CONSULTANT**

### **REFERENCE: D2019/02511**

This item is recommended to be confidential because it contains a matter affecting commercial-in-confidence matters.

The Committee 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 members of the public be invited to return to the meeting and the recommendations passed behind closed doors be recorded.

### **CEORC RESOLUTION**

MOVED CR WILSON

SECONDED CR PALMER

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

**CARRIED UNANIMOUSLY**

The doors of the meeting were reopened at 6:20pm.



Recording of the recommendations passed behind closed doors, namely:

## **15.1 CHIEF EXECUTIVE OFFICER RECRUITMENT – SELECTION OF CONSULTANT**

**REFERENCE: D2019/02511**

### **CEORC RESOLUTION(S)**

MOVED CR O'CONNOR

SECONDED CR PALMER

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

**CARRIED UNANIMOUSLY**

MOVED CR MCDONNELL

SECONDED CR PALMER

THAT THE CONSULTANT LESTER BLADES PTY LTD DISCLOSES THE PROVISION OF ANY PROFESSIONAL SERVICES PROVIDED TO ANY CEO CANDIDATE OR POTENTIAL CANDIDATE. PROFESSIONAL SERVICES INCLUDES AND IS NOT LIMITED TO ASSISTANCE WITH PREPARING RESUMES, COACHING FOR INTERVIEWS, ETC.

**CARRIED UNANIMOUSLY**

MOVED CR O'CONNOR

SECONDED CR PALMER

THAT THE DIRECTOR CORPORATE SERVICES IS REQUESTED TO AFFECT A CONTRACT WITH THE CONSULTANT LESTER BLADES PTY LTD.

**CARRIED UNANIMOUSLY**

## **16 GENERAL BUSINESS**

Nil

## **17 FUTURE MEETINGS OF THE CHIEF EXECUTIVE OFFICER RECRUITMENT COMMITTEE**

The next meeting of the Chief Executive Officer Recruitment Committee will be an informal workshop on **7 March 2019** at the EMRC 226 Great Eastern Highway, Belmont WA 6104 commencing after the Audit Committee meeting.

### **Future Meetings – Commencing at 5:30pm**

Thursday	28 March 2019	at	EMRC Administration Office
Thursday	30 May 2019	at	EMRC Administration Office

## **18 DECLARATION OF CLOSURE OF MEETING**

There being no further business the meeting was closed at 6:30pm.