

Please note: These minutes are yet to be confirmed as a true record of proceedings

CITY OF BUSSELTON

MINUTES OF THE CEO SELECTION COMMITTEE MEETING HELD ON 31 OCTOBER 2022

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MINUTES

MINUTES OF CEO SELECTION COMMITTEE HELD IN THE COMMITTEE ROOM, ADMINISTRATION BUILDING, SOUTHERN DRIVE, BUSSELTON, ON 31 OCTOBER 2022 AT 9:30AM.

1. DECLARATION OF OPENING, ACKNOWLEDGEMENT OF COUNTRY AND ANNOUNCEMENT OF VISITORS

The Presiding Member opened the meeting at 9.37am.

The Presiding Member noted this meeting is held on the lands of the Wadandi people and acknowledged them as Traditional Owners, paying respect to their Elders, past and present, and Aboriginal Elders of other communities who may be present.

2. ATTENDANCE

Presiding Member:

Cr Grant Henley Mayor

Members:

Cr Paul Carter
Cr Sue Riccelli
Cr Kate Cox
Mr Gary Brennan (Independent Member)

Officers:

Ms Sarah Pierson, Manager Governance and Corporate Services

Other:

Mr Steve Nolis, McArthur (*via Zoom*)

Apologies:

Nil

3. PUBLIC QUESTION TIME

Nil

4. DISCLOSURE OF INTERESTS

Nil

5. CONFIRMATION OF MINUTES5.1 Minutes of the CEO Selection Committee Meeting held 19 October 2022**COMMITTEE DECISION****CS2210/007** Moved Councillor K Cox, seconded Councillor P Carter**That the Minutes of the CEO Selection Committee Meeting held 19 October 2022 be confirmed as a true and correct record.****CARRIED 5/0****6. REPORTS**

Nil

7. CONFIDENTIAL REPORTS

The Presiding Member called upon a member to move a motion to close the meeting to the public. The motion was moved and carried.

COMMITTEE DECISION**CS2210/008** Moved Councillor K Cox, seconded Councillor P Carter**That the meeting is closed to members of the public to discuss this item which is confidential under sections 5.23(2) (c) and (e)(iii) of the *Local Government Act 1995*.****CARRIED 5/0**

9.38am: At this time the Committee moved into closed session.

9.39am: At this time, Ms Pierson left the meeting.

9.55am: At this time, Ms Pierson re-entered the meeting.

7.1 CEO RECRUITMENT SHORTLIST

| | |
|----------------------------|---|
| STRATEGIC THEME | LEADERSHIP - A Council that connects with the community and is accountable in its decision making. |
| STRATEGIC PRIORITY | 4.4 Govern a professional organisation that is healthy, capable and engaged. |
| SUBJECT INDEX | Human Resources |
| BUSINESS UNIT | Corporate Services |
| REPORTING OFFICER | Manager Governance and Corporate Services - Sarah Pierson |
| AUTHORISING OFFICER | Manager Governance and Corporate Services - Sarah Pierson |
| NATURE OF DECISION | Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations |
| VOTING REQUIREMENT | Simple Majority |
| ATTACHMENTS | Attachment A Published Under Separate Cover Confidential Candidate Summary Assessment Matrix Attachment B Published Under Separate Cover Confidential First Interview Assessment Matrix Attachment C Published Under Separate Cover Confidential CEO Recruitment Summary and Recommendation |

This item is confidential in accordance with section 5.23(2) (c) and (e)(iii) of the Local Government Act 1995, as it contains information relating to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting, and a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government.

COMMITTEE RECOMMENDATION

CS2210/009 Moved Councillor S Riccelli, seconded Councillor P Carter

That the Council:

1. Endorse the Candidate Summary Assessment Matrix (Confidential Attachment A), First Interview Assessment Matrix (Confidential Attachment B) and the CEO Recruitment Summary and Recommendation Report (Confidential Attachment C), that together provide an assessment of the knowledge, experience, qualifications and skills of applicants against the selection criteria;
2. Selects the applicants as recommended in Confidential Attachment C to be shortlisted for final interview with all Councillors; and
3. Requests the consultant to ask the applicants shortlisted for final interview to prepare a presentation on the topic recommended in Confidential Attachment C.

CARRIED 5/0

The Presiding Member called upon a member to move a motion to re-open the meeting to the public. The motion was moved and carried.

COMMITTEE DECISION

CS2210/010 Moved Councillor K Cox, seconded Councillor S Riccelli

That the meeting be re-opened to members of the public.

CARRIED 5/0

9.58am: At this time the meeting was re-opened to the public.

The Presiding Member read out the Committee Decision to the meeting.

8. NEXT MEETING DATE

To be confirmed.

