

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

CITY OF BUSSELTON

MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 23 NOVEMBER 2022

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MINUTES

MINUTES OF A SPECIAL MEETING OF THE BUSSELTON CITY COUNCIL HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, SOUTHERN DRIVE, BUSSELTON, ON 23 NOVEMBER 2022 AT 1.00PM.

1. ATTENDANCE, APOLOGIES & LEAVE OF ABSENCE

The Presiding Member opened the meeting at 1.18pm.

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

The Presiding Member noted the meeting was being live streamed.

Presiding Member:

Cr Grant Henley Mayor

Members:

Cr Paul Carter Deputy Mayor

Cr Sue Riccelli

Cr Ross Paine

Cr Kate Cox

Cr Anne Ryan

Cr Phill Cronin

Cr Jodie Richards

Cr Mikayla Love

Officers:

Ms Sarah Pierson, Manager Governance and Corporate Services

Ms Jo Barrett-Lennard, Governance Officer

Apologies:

Nil

Approved Leave of Absence:

Nil

Media:

Nil

Public:

Nil

2. PURPOSE OF MEETING

The purpose of the meeting was to consider the recommendation from the CEO Selection Committee in relation to CEO Recruitment.

3. PUBLIC QUESTION TIME

Nil

4. DISCLOSURE OF INTERESTS

Nil

5. PRESENTATIONS BY PARTIES WITH AN INTEREST

Nil

6. CONFIDENTIAL REPORTS

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

COUNCIL DECISION

C2211/269 Moved Councillor P Carter, seconded Councillor A Ryan

That the meeting be 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 9/0

1:19pm: At this time, the meeting was closed to the public and the live streaming of the meeting ceased. Ms Barrett-Lennard left the meeting.

6.1 CEO Selection Committee - 21/11/2022 - CEO RECRUITMENT

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	Absolute Majority
ATTACHMENTS	Attachment A Published Under Separate Cover Confidential Attachment A - Recommended Applicants Attachment B Published Under Separate Cover Confidential Attachment B - CEO Employment Contract Attachment C Published Under Separate Cover Confidential Attachment C Attachment D Published Under Separate Cover Confidential Attachment D Attachment E Published Under Separate Cover Confidential Attachment E

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.

This item was considered by the CEO Selection Committee at its meeting on 21/11/2022, the recommendations from which have been considered by Council.

The Committee recommendation was moved and carried.

COUNCIL DECISION

C2211/270 Moved Councillor P Carter, seconded Councillor P Cronin

That the Council:

- 1. Selects candidate number 06 in Confidential Attachment A to make an offer of employment to for the position of Chief Executive Officer (CEO) at the City of Busselton (Preferred Applicant), with the applicant recommended as suitable for the position; and**
- 2. Approves the proposed terms of the CEO employment contract as per Confidential Attachment D, for a period of 5 years.**
- 3. Authorises the Mayor to present the CEO employment contract to the Preferred Applicant and negotiate terms within the defined parameters set out in Confidential Attachment E, noting that if the Preferred Applicant negotiates (under clause 14 of the City of Busselton CEO Recruitment, Performance Review and Termination Standards) terms different to the proposed terms, the amended CEO employment contract will be provided to Council for approval before the contract is executed;**

4. Authorises the Mayor to execute the CEO employment contract, subject to the Preferred Applicant agreeing to enter into the proposed terms of the contract other than minor amendments as per recommendation 5;
5. Authorises the Manager Governance and Corporate Services, in consultation with the Mayor, to make any minor changes to the CEO employment contract that may be required to finalise this matter, subject to those changes not being material to the contract and noting that any changes must ensure compliance with the provisions of the *Local Government Act 1995*; and
6. Notes that, subject to the Preferred Applicant accepting the proposed terms of the CEO employment contract, the Preferred Applicant is appointed to the position of CEO at the City of Busselton.

CARRIED 9/0
BY ABSOLUTE MAJORITY

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

COUNCIL DECISION

C2211/271 Moved Councillor M Love, seconded Councillor R Paine

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

CARRIED 9/0

1:22pm: At this time, the meeting was reopened to the public and the live streaming of the meeting was resumed. Ms Barrett-Lennard re-entered the meeting.

The Presiding Member advised the gallery that the Council had adopted the Committee recommendation for Item 6.1.

7. CLOSURE

The meeting closed at 1:23pm

THESE MINUTES CONSISTING OF PAGES 1 TO 7 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON WEDNESDAY, 21 DECEMBER 2022.

DATE: 21/12/22

PRESIDING MEMBER: 