

MINUTES

Special Council Meeting

4 August 2015

To: The Mayor and Councillors

Here within are the Minutes of the Special Council Meeting of the City of South Perth Council held on Tuesday 4 August 2015 in the City of South Perth Council Chamber, Cnr Sandgate Street and South Terrace, South Perth.



MICHAEL KENT
ACTING CHIEF EXECUTIVE OFFICER

5 August 2015



Our Guiding Values

Trust

Honesty and integrity

Respect

Acceptance and tolerance

Understanding

Caring and empathy

Teamwork

Leadership and commitment

Disclaimer

The City of South Perth disclaims any liability for any loss arising from any person or body relying on any statement, discussion, recommendation or decision made during this meeting.

Where an application for an approval, a licence or the like is discussed or determined during this meeting, the City warns that neither the applicant, nor any other person or body, should rely upon that discussion or determination until written notice of either an approval and the conditions which relate to it, or the refusal of the application has been issued by the City.

Further Information

The following information is available on the City's website.

- **Council Meeting Schedule**

Ordinary Council Meetings are held at 7.00pm in the Council Chamber at the South Perth Civic Centre on the fourth Tuesday of every month between February and November. Members of the public are encouraged to attend open meetings.

- **Minutes and Agendas**

As part of our commitment to transparent decision making, the City makes documents relating to meetings of Council and its Committees available to the public.

- **Meet Your Council**

The City of South Perth covers an area of around 19.9km² divided into four wards. Each ward is represented by two Councillors, presided over by a popularly elected Mayor. Councillor profiles provide contact details for each Elected Member.

www.southperth.wa.gov.au/Our-Council/

Contents

1. DECLARATION OF OPENING	4
2. ATTENDANCE	4
2.1 APOLOGIES	4
2.2 APPROVED LEAVE OF ABSENCE	4
3. DECLARATIONS OF INTEREST	5
4. CONFIRMATION OF MINUTES – 29 JULY 2015	5
5. DEPUTATIONS	5
6. PUBLIC QUESTION TIME	5
7. MEETING CLOSED TO PUBLIC	5
7.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED	6
7.1.1 Presentation by Preferred Candidate	6
7.1.2 Chief Executive Officer - Recruitment	7
8. CLOSURE	8

Special Council Meeting – Minutes

Minutes of the Special Council Meeting held in the City of South Perth Council Chamber, Cnr Sandgate Street and South Terrace, South Perth at 6.30pm on Tuesday 4 August 2015.

I. DECLARATION OF OPENING

The Presiding Member opened the meeting at 6.31pm. and welcomed everyone in attendance She then acknowledged we are meeting on the lands of the Noongar/Bibbulmun people and that we honour them as the traditional custodians of this land.

2. ATTENDANCE

Mayor S Doherty (Presiding Member)

Councillors

C Cala	Manning Ward
S Hawkins-Zeeb	Manning Ward
G Cridland	Como Ward
V Lawrance, JP	Como Ward
M Huston	Mill Point Ward (from approximately 6.40pm)
C Irons	Mill Point Ward
K Trent, OAM, RFD, JP	Moresby Ward
F Reid	Moresby Ward

Officers

M Kent	Acting Chief Executive Officer
P McQue	Manager Governance and Administration
S Kent	Governance Officer

Guests

-	Preferred Candidate (from 6.36pm until 6.50pm)
G Blades	Recruitment Consultant – Lester Blades (from 6.36pm)

Gallery

There were no members of the public and no members of the press present.

2.1 APOLOGIES

Nil.

2.2 APPROVED LEAVE OF ABSENCE

Nil.

3. DECLARATIONS OF INTEREST

Conflicts of Interest are dealt with in the *Local Government Act, Rules of Conduct Regulations* and the *Administration Regulations* as well as the *City's Code of Conduct 2008*. Members must declare to the Chairperson any potential conflict of interest they have in a matter on the Council Agenda.

Cr V Lawrance declared an Impartiality Interest in *Item 7.1.2 Chief Executive Officer - Recruitment*. This declaration was read out immediately prior to discussion on the Item.

4. CONFIRMATION OF MINUTES – 29 JULY 2015

MOTION TO CONFIRM THE MINUTES OF THE CEO RECRUITMENT COMMITTEE MEETING – 29 JULY 2015

Motion AND COUNCIL DECISION

Moved: Councillor K Trent

Seconded: Councillor F Reid

That the Minutes of the CEO Recruitment Committee Meeting held 29 July 2015 be confirmed as a true and accurate record.

CARRIED (8/0)

5. DEPUTATIONS

A formal process where members of the community may, with prior permission, address Council on Agenda items where they have a direct interest.

No Deputations were received.

6. PUBLIC QUESTION TIME

No questions were received.

7. MEETING CLOSED TO PUBLIC

MOTION TO CLOSE THE MEETING TO THE PUBLIC TO ALLOW DISCUSSION ON THE CONFIDENTIAL ITEM

Motion AND COUNCIL DECISION

Moved: Councillor C Cala

Seconded: Councillor S Hawkins-Zeeb

That the Meeting be closed to the public to allow for discussion and voting on the confidential Item.

CARRIED (8/0)

At 6.35pm the Chamber doors were closed (note there were no members of the Public in the Chamber).

MOTION TO CLOSE THE MEETING TO COUNCIL OFFICERS

Motion AND COUNCIL DECISION

Moved: Councillor C Cala
Seconded: Councillor S Hawkins-Zeeb

That the Meeting be closed to Council Officers.

CARRIED (8/0)

At 6.36pm the City Officers present vacated the Chamber.

7.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

7.1.1 Presentation by Preferred Candidate

At 6.36pm, as per Council Resolution of 21 July 2015, the preferred candidate was invited in to the Chamber to present to Council on candidature for the position.

At 7.58pm Council Officers were invited back to the Council Chamber.

Cr Lawrance declared an Impartiality Interest in the following *Item 7.1.2 Chief Executive Officer – Recruitment*:

“I declare that I have, in the past, worked with the recommended candidate but I do not currently. I will consider the Item on its merits and vote accordingly.”

7.1.2 Chief Executive Officer - Recruitment

This item is considered **confidential** in accordance with the Local Government Act 1995 section 5.23(2) (a) as it contains information relating to "a matter affecting an employee or employees"

Location:	City of South Perth
Ward:	Not Applicable
Applicant:	Council
File Ref:	D-15-51470
Date:	4 August 2015
Author / Reporting Officer:	Phil McQue, Manager Governance and Administration
Strategic Direction:	Governance, Advocacy and Corporate Management - - Ensure that the City has the organisational capacity, advocacy and governance framework and systems to deliver the priorities identified in the Strategic Community Plan
Council Strategy:	6.1 Develop and implement innovative management and governance systems to improve culture, capability, capacity and performance.

Summary

This report provides Council with an update on the recruitment process and recommends a preferred candidate for appointment to the position of Chief Executive Officer.

Officer Recommendation AND COUNCIL DECISION

Moved: Councillor M Huston

Seconded: Councillor C Irons

1. endorses the recommendations of the CEO Recruitment Committee Meeting 29 July 2015 and notes that they have been actioned;
2. agrees that the preferred candidate identified in the CEO Recruitment Committee report is suitably qualified for the position (subject to satisfactory pre-employment medical);
3. is satisfied* with the provisions of the proposed employment contract;
4. authorises the Chair of the CEO Recruitment Committee and the Mayor –
 - (a) to conduct any negotiations with the preferred candidate in relation to the proposed employment contract; and
 - (b) if satisfied, to agree to any minor amendments to the proposed employment contract that are consistent with the advertised remuneration and benefits; and
5. (if the proposed employment contract, with any minor amendments, is accepted by the preferred candidate), authorises –
 - (a) the affixing of the City’s common seal to the final version of the proposed employment contract; and
 - (b) the Mayor (or, in her absence, the Deputy Mayor) and the Acting CEO (or a senior employee authorised by the CEO), to witness the affixing of the City’s common seal.

* Absolute majority required
CARRIED (9/0)

MOTION TO RE-OPEN THE MEETING TO THE PUBLIC

Motion AND COUNCIL DECISION

Moved: Councillor M Huston

Seconded: Councillor F Reid

That the Meeting be re-opened to the public.

CARRIED (9/0)

8 CLOSURE

The Presiding Member thanked all Elected Members, Phil McQue (Manager Governance & Administration) and Geoff Blades (Recruitment Consultant – Lester Blades) for their efforts during the Chief Executive Officer recruitment process.

The Presiding Member closed the meeting at 8.07pm and thanked everyone for their attendance.