

AGENDA

Special Council Meeting

21 July 2015

Notice of Meeting

To: The Mayor and Councillors

The next Special Council Meeting Meeting of the City of South Perth Council will be held on Tuesday 21 July 2015 in City of South Perth Council Chamber, Cnr Sandgate Street and South Terrace, South Perth commencing at 5.00pm.

The purpose of the meeting is to consider the 'Chief Executive Officer Recruitment – Shortlisting of Candidates'.

*This item will be considered behind closed doors as it is **confidential** in accordance with the Local Government Act 1995 s5.23(2)(a) as it contains information relating to “a matter affecting an employee or employees”.*



CLIFF FREWING
CHIEF EXECUTIVE OFFICER

16 July 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/

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Special Council Meeting - Agenda

1. DECLARATION OF OPENING

2. AUDIO RECORDING OF COUNCIL MEETING

The meeting is audio recorded in accordance with Council Policy P673 “Audio Recording of Council Meetings” and Clause 6.15 of the Standing Orders Local Law 2007 which states: “A person is not to use any electronic, visual or vocal recording device or instrument to record the proceedings of the Council without the permission of the Presiding Member”.

3. ATTENDANCE

3.1 APOLOGIES

3.2 APPROVED LEAVE OF ABSENCE

4. 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.

5. CONFIRMATION OF MINUTES – 13 JULY 2015

6. DEPUTATIONS

7. PUBLIC QUESTION TIME

8. REPORTS

8.6 STRATEGIC DIRECTION 6: GOVERNANCE, ADVOCACY AND CORPORATE MANAGEMENT

8.6.1 CEO Recruitment Committee Nomination - Cr Lawrance

Location:	City of South Perth
Ward:	Not Applicable
Applicant:	Council
File Ref:	D-15-47101
Date:	21 July 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 considers nominating Cr Veronica Lawrance to the CEO Recruitment Committee.

Officer Recommendation

That the Council nominate Cr Veronica Lawrance to the CEO Recruitment Committee.

Background

The Council resolved in March 2015 to establish a CEO Recruitment Committee under s5.8 *Local Government Act 1995* with a minimum of 3 members, with the Terms of Reference as outlined:

- The CEO Recruitment Committee is to operate only for the duration of the CEO recruitment process;
- The CEO Recruitment Committee is to select a recruitment consultant to conduct the CEO recruitment process, within budget parameters established by Council;
- The CEO Recruitment Committee, with the assistance of the recruitment consultant, is to coordinate the advertising, search for candidates, short listing, development of interview process, conducting interviews, screening and psychometric testing, assessing, conducting referee checks, writing reports and contract preparation; and
- The CEO Recruitment Committee is to report back to Council throughout the process and provide Council with sufficient advice to permit a determining decision regarding the final short-list.

Comment

Cr Veronica Lawrance has expressed an interest in being appointed to the CEO Recruitment Committee. Cr Lawrance has considerable human resource experience and her appointment to this Committee is supported.

Consultation

This report has been prepared in consultation with the Presiding Member of the CEO Recruitment Committee.

8.6.2 CEO Recruitment Committee Nomination - Cr Lawrance

Policy and Legislative Implications

5.8. Establishment of committees

A local government may establish* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

** Absolute Majority Required*

Financial Implications

Nil.

Sustainability Implications

This report is aligned to the City's [Sustainability Strategy 2012-2015](#).

Attachments

Nil.

9. MEETING CLOSED TO PUBLIC

The Chief Executive Officer advises that there are matters for discussion on the agenda for which the meeting may be closed to the public, in accordance with section 5.23(2) of the Local Government Act 1995.

Reports regarding these matters have been circulated separately to Councillors.

9.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

9.6.1 Chief Executive Officer Recruitment - Shorting of Candidates

*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-15-47032
Date:	21 July 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 the Council with an update on the CEO Recruitment Committee Meeting held 13 July 2015.

Officer Recommendation

That the CEO Recruitment Committee recommend to Council the five identified candidates as outlined in this **confidential** report, for interview by the CEO Recruitment Committee on Saturday 25 July 2015.

10. CLOSURE