

# Agenda

## SPECIAL COUNCIL MEETING (SCM 3/24)

18 April 2024  
Commencing at 4.00 PM

WMRC Administration Office  
2/317 Churchill Avenue, Subiaco  
and  
Online

Dear Chair and Councillors

I advise that a Special Council Meeting of the Western Metropolitan Regional Council will be held at the WMRC Offices on **18 April 2024** commencing at **4.00 pm** for the purposes of endorsing the employment of the preferred applicant for Chief Executive Officer WMRC in accordance with the Employment Contract.



Libby Eustance

Acting Chief Executive Officer

17 April 2024

**Note for members of the public: Council Meetings – Procedures**

1. All Council meetings are open to the public, except for matters raised by Council under “confidential items”.
2. Members of the public may ask a question at an Ordinary Council Meeting under “public question time” or prior to the meeting [online through this link](#).
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting.
4. All other arrangements are in accordance with the Council’s Meeting Procedures Local Law, policies and decisions of the organisation.

Libby Eustance

Acting Chief Executive Officer

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# 1. DECLARATION OF OPENING

# 2. RECORD OF ATTENDANCE AND APOLOGIES

## Councillors

Cr. P Kelly	Chair	Town of Claremont
Cr. A Maurice	Deputy Chair	Town of Mosman Park
Cr. P Macintosh	Member	Shire of Peppermint Grove
Cr. R de Vries	Member	City of Subiaco
Cr B Wylynko	Member	Town of Cottesloe

## Staff

L Eustance	Acting Chief Executive Officer	WMRC
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## Leave of Absence

Nil

## Visitors

## Observers

## Apology

- 3. DISCLOSURES OF INTERESTS**
- 4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 5. PUBLIC QUESTION TIME**
- 6. APPLICATIONS FOR LEAVE OF ABSENCE**
- 7. PETITIONS, APPROVED DEPUTATIONS AND PUBLIC STATEMENTS**
- 8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

# 9. REPORTS OF COMMITTEES AND OFFICERS

## 9.1 CEO ENDORSEMENT

<b>Responsible Officer:</b>	<b>Acting Chief Executive Officer</b>
<b>Date:</b>	<b>17 April 2024</b>
<b>Attachment:</b>	<b>CONFIDENTIAL 9.1A CEO Employment Contract</b>

### PURPOSE

To endorse the employment of a CEO for WMRC under the terms in the contract at **Attachment 9.1A**.

### BACKGROUND

The [WMRC Standards for the Recruitment \(etc\) of a CEO](#) are modelled on the requirements of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*. These require that the WMRC must certify by Absolute Majority that the person has been employed in accordance with the WMRC standards for the recruitment of CEOs and that this resolution must be passed to the CEO of the DLGSC within 14 days of the resolution being passed.

### DETAIL AND OPTIONS ANALYSIS

At the OCM of 25 January 2024, Council appointed Beilby Downing Teal to assist in the recruitment of a new CEO for the WMRC and formed a selection panel for the recruitment process which included Councillors Kelly, Maurice and Wylynko and one Independent Member, the CEO of the Town of Claremont.

At the SCM of 7 February 2024, Council approved the Position Description to be used in the recruitment process.

The position was advertised from 16 February 2024 with a closing date of 11 March 2024.

40 people applied for the position and interviews of 4 shortlisted candidates took place on 4 April 2024

At the SCM of 11 April 2024 the Council approved making an offer of employment to the selections panel's preferred candidate and for the Chair and Deputy Chair to liaise with the applicant to finalise a contract for Council consideration.

The Contract is based on the WALGA template and has been reviewed by Employment Lawyers.

### RISK MANAGEMENT

The employment of a CEO for WMRC under robust contractual obligations will be an essential part of managing governance, reputational, strategic, commercial, health and safety, financial, operational, and other risks.

### COMMUNICATION AND CONSULTATION

Nil

## REPORT IMPLICATIONS

### Legislation and Policy Alignment

The recruitment of a CEO is the subject of CP – Standards for CEO Recruitment, Performance and Termination. This references the following:

*Local Government Act 1995 S5.36, S5.39, S5.40*

*Local Government (Administration) Regulations 18A, 18FA, 18FB and Schedule 2*

### Business and Strategic Alignment

This matter is important for the achievement of all six key strategies with a particular importance to:

1. Achieve a comprehensive cost-effective waste management service across the region
5. Maintain a safe, strong and capable organisation

### Financial and Resource Implications

The funds required for the recruitment exercise are included in the reviewed budget for FY 2023-24.

## COMMENTS

Nil

## VOTING REQUIREMENT

Absolute majority

## RESPONSIBLE OFFICER'S RECOMMENDATION

- 9.1.1 Council endorses the employment of the preferred candidate as CEO of WMRC under the terms of the employment contract presented.**
- 9.1.2 Council certifies that the employment is in accordance with WMRC Standards for the recruitment of CEOs.**
- 9.1.3 Council authorises the Acting CEO to send a copy of these resolutions to the Department of Local Government, Sport and Cultural Industries within 14 days.**

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