

# Agenda

## SPECIAL COUNCIL MEETING (SCM 1/24)

11 April 2024  
Commencing at 5.00 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 **11 April 2024** commencing at **5.00 pm** for the purposes of approving that an offer of employment be made to the preferred applicant for Chief Executive Officer WMRC as noted in the selection report.



Libby Eustance

Acting Chief Executive Officer

9 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

E Bulloch	Principal Consultant	Beilby Downing Teal
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## 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 SELECTION

<b>Responsible Officer:</b>	<b>Acting Chief Executive Officer</b>
<b>Date:</b>	<b>9 April 2024</b>
<b>Attachment:</b>	<b>CONFIDENTIAL 9.1A Summary Report for Council – Western Metropolitan Regional Council – CEO</b>

### PURPOSE

To consider and approve making an offer to the preferred applicant for the CEO of WMRC giving regard to the report prepared on behalf of the Selection Committee 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 selection panel's recommendation be made to Council, **Attachment 9.1A** fulfils this requirement. Council is to approve by absolute majority that an offer be made according to the terms outlined.

### 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.

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

*Local Government (Administration) Regulations* Schedule 2 Clause 11 states that:

Before making an applicant an offer of employment in the position of CEO, the local government must, by resolution of an absolute majority of the council, approve —

- (a) the making of the offer of employment to the applicant; and
- (b) the proposed terms of the contract of employment to be entered into by the local government and the applicant.

This is the purpose of this meeting.

Once the appointment is finalised, and according to *Local Government (Administration) Regulation 18FB (3)* 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 under *Regulation 18FB (4)*

this resolution must be passed to the CEO of the DLGSC within 14 days of the resolution being passed.

## **RISK MANAGEMENT**

The recruitment of the right CEO for WMRC 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 (Attachment 10.5C). 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 receives the information provided in Beilby Downing Teal's "Summary Report for Council – Western Metropolitan Regional Council – CEO"**

**9.1.2 Council makes an offer of employment to the preferred candidate noted in the report and progresses the offer of contract with them based on the WALGA CEO standard contract and a Total Reward Package for SAT Band 4.**

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