

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

**CITY OF BUSSELTON**

**MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 2 NOVEMBER 2022**

**TABLE OF CONTENTS**

<b>ITEM NO.</b>	<b>SUBJECT</b>	<b>PAGE NO.</b>
1.	ATTENDANCE, APOLOGIES & LEAVE OF ABSENCE.....	2
2.	PURPOSE OF MEETING.....	3
3.	PUBLIC QUESTION TIME.....	3
4.	DISCLOSURE OF INTERESTS .....	3
5.	PRESENTATIONS BY PARTIES WITH AN INTEREST .....	3
6.	CONFIDENTIAL REPORTS.....	4
6.1	CEO SELECTION COMMITTEE - 31/10/2022 - CEO RECRUITMENT SHORTLIST.....	5
7.	CLOSURE .....	7

## MINUTES

**MINUTES OF A SPECIAL MEETING OF THE BUSSELTON CITY COUNCIL HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, SOUTHERN DRIVE, BUSSELTON, ON 2 NOVEMBER 2022 AT 4.30PM.**

### 1. ATTENDANCE, APOLOGIES & LEAVE OF ABSENCE

The Presiding Member opened the meeting at 4.30pm.

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

#### 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

#### Officers:

Ms Sarah Pierson, Manager Governance and Corporate Services  
Mrs Emma Heys, Governance Coordinator

#### Apologies:

Cr Mikayla Love

#### Approved Leave of Absence:

Nil

#### Media:

Nil

#### Public:

Nil

**2. PURPOSE OF MEETING**

To consider the recommendation from the CEO Selection Committee in relation to the 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**

**C2211/266** Moved Councillor A Ryan, seconded Councillor P Cronin

**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 8/0**

4.31pm: At this time, the meeting was closed to the public and the audio recording of the meeting ceased.

6.1 CEO SELECTION COMMITTEE - 31/10/2022 - CEO RECRUITMENT SHORTLIST

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.4 Govern a professional organisation that is healthy, capable and engaged.
<b>SUBJECT INDEX</b>	Human Resources
<b>BUSINESS UNIT</b>	Corporate Services
<b>REPORTING OFFICER</b>	Manager Governance and Corporate Services - Sarah Pierson
<b>AUTHORISING OFFICER</b>	Manager Governance and Corporate Services - Sarah Pierson
<b>NATURE OF DECISION</b>	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A Published Under Separate Cover Confidential Candidate Summary Assessment Matrix Attachment B Published Under Separate Cover Confidential First Interview Assessment Matrix Attachment C Published Under Separate Cover Confidential CEO Recruitment Summary and Recommendation

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 31/10/2022, the recommendations from which have been included in this report.

The Committee recommendation was moved and carried.

**COUNCIL DECISION**

**C2211/267** Moved Councillor A Ryan, seconded Councillor P Carter

**That the Council:**

1. Endorse the Candidate Summary Assessment Matrix (Confidential Attachment A), First Interview Assessment Matrix (Confidential Attachment B) and the CEO Recruitment Summary and Recommendation Report (Confidential Attachment C), that together provide an assessment of the knowledge, experience, qualifications and skills of applicants against the selection criteria;
2. Selects the applicants as recommended in Confidential Attachment C to be shortlisted for final interview with all Councillors; and
3. Requests the consultant to ask the applicants shortlisted for final interview to prepare a presentation on the topic recommended in Confidential Attachment C.

**CARRIED 9/0**

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**

**C2211/268** Moved Councillor A Ryan, seconded Councillor K Cox

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

**CARRIED 8/0**

4.31pm: At this time, the meeting was reopened to the public and the audio recording of the meeting was resumed.

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

**7. CLOSURE**

The meeting closed at 4.32pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 7 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON WEDNESDAY, 16 NOVEMBER 2022.

DATE: \_\_\_\_\_

PRESIDING MEMBER: \_\_\_\_\_