



City of Nedlands

Minutes

Chief Executive Officer Recruitment and Selection Committee Meeting

30 July 2012

Attention:

This is a Committee which has only made recommendations to Council. No action should be taken on any recommendation contained in these Minutes. The Council resolution pertaining to an item will be made at the Ordinary Council Meeting next following this meeting.

Table of Contents

| | |
|---|---|
| Declaration of Opening..... | 3 |
| Present and Apologies and Leave Of Absence (Previously Approved) | 3 |
| 1. Public Question Time..... | 4 |
| 2. Addresses By Members of the Public (only for items listed on the agenda)..... | 4 |
| 3. Disclosures of Financial Interest | 4 |
| 4. Disclosures of Interests Affecting Impartiality | 5 |
| 4.1 Councillor Shaw | 5 |
| 5. Declarations by Members That They Have Not Given Due Consideration to Papers..... | 5 |
| 6. Matters for Which the Meeting May Be Closed | 5 |
| 7. Items for Discussion..... | 5 |
| 7.1 To select an Executive Search and Recruitment company to assist the Recruitment and Selection Committee with selection and recruitment of a new Chief Executive Officer | 6 |
| 8. Confidential Items..... | 6 |
| 8.1 Selection of Executive Search and Recruitment Consultancy Company (commercial in confidence)..... | 6 |
| 9. Date of next meeting..... | 7 |
| Declaration of Closure | 7 |

City of Nedlands

Minutes of a meeting of the Chief Executive Officer Recruitment and Selection Committee held in the Committee Room at City of Nedlands Administration Building on 30 July 2012 at 6 pm.

Declaration of Opening

The Presiding Member declared the meeting open at 6.01 pm and drew attention to the disclaimer below.

(NOTE: Council at its meeting on 24 August 2004 resolved that should the meeting time reach 11.00 p.m. the meeting is to consider an adjournment motion to reconvene the next day).

Present and Apologies and Leave Of Absence (Previously Approved)

| | | |
|--------------------|------------------------------------|------------------------|
| Councillors | His Worship the Mayor, R M Hipkins | (Presiding Member) |
| | Councillor L J McManus | Coastal Districts Ward |
| | Councillor S J Porter | Dalkeith Ward |
| | Councillor B G Hodsdon | Hollywood Ward |
| | Councillor N Shaw | Melvista Ward |

| | | |
|-----------------|---------------------|----------------|
| Observer | Councillor K Walker | Hollywood Ward |
|-----------------|---------------------|----------------|

| | | |
|--------------|-------------|---|
| Staff | Ms S Mettam | Manager HR & Organisational Development |
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| Public | There were no members of the public present. |
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| Press | The Post Newspaper and Western Suburbs Weekly representatives. |
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| Leave of Absence (Previously Approved) | Nil. |
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| Apologies | Nil. |
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| Absent | Nil. |
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1. Public Question Time

Nil.

2. Addresses By Members of the Public (only for items listed on the agenda)

Addresses by members of the public who have completed Public Address Session Forms will be invited to be made at this point.

Nil.

3. Disclosures of Financial Interest

The Presiding Member reminded Councillors and Staff of the requirements of Section 5.65 of the *Local Government Act* to disclose any interest during the meeting when the matter is discussed.

There were no disclosures of financial interest.

4. Disclosures of Interests Affecting Impartiality

The Presiding Member to reminded Councillors and Staff of the requirements of Council's Code of Conduct in accordance with Section 5.103 of the *Local Government Act*.

4.1 Councillor Shaw

Councillor Shaw disclosed an impartiality interest in Item 8.1. He disclosed a past experience as a candidate for a recruitment exercise for an organisation that was being assisted by the consulting group Price Consulting, and as a consequence, there may be a perception that his impartiality on the matter may be affected. He declared that he would consider this matter on its merits and vote accordingly.

5. Declarations by Members That They Have Not Given Due Consideration to Papers

Nil.

6. Matters for Which the Meeting May Be Closed

In accordance with Standing Orders and for the convenience of the public, the Presiding Member notified the members of the public that the meeting would be closed for item 9 - Selection of Executive Search and Recruitment Consultancy Company (commercial in confidence) in accordance with Section 5.23(2)(e) of the *Local Government Act 1995*.

7. Items for Discussion

Note: Regulation 11(da) of the *Local Government (Administration) Regulations 1996* requires written reasons for each decision made at the meeting that is significantly different from the relevant written recommendation of a committee or an employee as defined in section 5.70, but not a decision to only note the matter or to return the recommendation for further consideration.

7.1 To select an Executive Search and Recruitment company to assist the Recruitment and Selection Committee with selection and recruitment of a new Chief Executive Officer

To consider and agree on an Executive Search and Recruitment consultancy company to assist the Committee with selection of a new CEO.

Closure of Meeting to the Public

Moved – Councillor McManus

Seconded - Councillor Hodsdon

That the meeting be closed to the public in accordance with Section 5.23 (2)(e) of the *Local Government Act 1995* to allow confidential discussion on the following Items.

CARRIED UNANIMOUSLY 5/-

The meeting was closed at 6.10 pm.

8. Confidential Items

8.1 Selection of Executive Search and Recruitment Consultancy Company (commercial in confidence)

Moved – Councillor Hodsdon

Seconded – Councillor McManus

The CEO Recruitment and Selection Committee will meet with three Executive Search and Consulting Group Companies that have responded to an invitation to quote for services to assist Council in recruiting and selection a Chief Executive Officer, being WALGA Workplace Solutions, Lester Blades and Price Consulting on a date to be arranged.

CARRIED UNANIMOUSLY 5/-

Committee Resolution

The CEO Recruitment and Selection Committee will meet with three Executive Search and Consulting Group Companies that have responded to an invitation to quote for services to assist Council in recruiting and selection a Chief Executive Officer, being WALGA Workplace Solutions, Lester Blades and Price Consulting on a date to be arranged.

Opening of Meeting to the Public

Moved - Councillor Porter

Seconded - Councillor Shaw

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

CARRIED UNANIMOUSLY 5/-

The meeting was re-opened at 6.42pm

In accordance with Standing Orders 12.7(3) the Presiding Member read out the motions passed by the Committee whilst it was proceeding behind closed doors and the vote of the members to be recorded in the minutes under section 5.21 of the *Local Government Act 1995*.

9. Date of next meeting

The next meeting of this Committee will be advised.

Declaration of Closure

There being no further business, the Presiding Member declared the meeting closed at 6.43 pm.