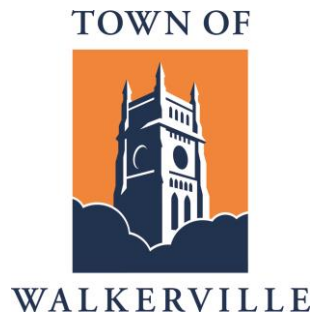




MINUTES

of

CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING

Held at

**WALKERVILLE CIVIC CENTRE
COUNCIL CHAMBERS
66 WALKERVILLE TERRACE GILBERTON**

on

MONDAY 8 MAY 2023 AT 8:15PM

MINUTES
8 MAY 2023

The Presiding Member declared the meeting open at 8:16pm.

ACKNOWLEDGEMENT OF COUNTRY

Town of Walkerville would like to acknowledge the Kurna people as the traditional custodians of the land we are meeting on today, and respect their spiritual relationship with their country.

We recognise the many generations of stewardship the Kurna people have provided to this land, and respect that their cultural heritage and beliefs are as important today as they were for their ancestors.

1. ATTENDANCE RECORD

1.1 Present

Mayor Melissa Jones
Deputy Mayor Liz Trotter
Cr Jay Allanson
Cr Steven Rypp
Cr John Zeppel

Staff in Attendance

Acting Chief Executive Officer Scott Reardon

1.2 Apologies

Nil.

1.3 Not Present / Leave of Absence

1.3.1 Mayor Jones noted her intended leave of absence for the period between 1 July 2023 to 21 July 2023, inclusive.

1.3.2 Cr Allanson noted his intended leave of absence for the period between 27 May 2023 to 3 June 2023, inclusive.

2. DECLARATIONS OF INTEREST

Nil.

3. REPORTS REQUIRING DECISION OF COMMITTEE

Nil.

4. CONFIDENTIAL REPORTS

4.1 CEO Recruitment Process – Procedural Matter

CEO24/22-23

Moved: Cr Rypp

Seconded: Cr Zeppel

Recommendation (Public)

Pursuant to section 90(3)(h)

Pursuant to section 90(2) of the *Local Government Act 1999* (the **Act**) the CEO Performance Review Committee orders that all members of the public, except the Acting Chief Executive Officer Scott Reardon be excluded from attendance at the meeting for Agenda Item 4.1 CEO Recruitment Process – Procedural Matter, and that the CEO Performance Review Committee is satisfied that pursuant to section 90(3)(h) of the Act, the information to be received, discussed and considered in relation to this Agenda Item is based on legal advice.

CARRIED UNANIMOUSLY

The time being 8:18pm the meeting moved into confidence.

CEO25/22-23

Moved: Cr Rypp

Seconded: Cr Trotter

Recommendation (Confidential)

1. That the CEO Performance Review Committee receive and note the CEO Recruitment Process – Procedural Matter report.
2. That the CEO Performance Review Committee recommend that Council retrospectively approve the publication of the advertisement for recruitment of the Chief Executive Officer, appearing as Attachment A to this report, which appeared on seek.com.au on 28 April 2023.
3. That the CEO Performance Review Committee recommend that Council retrospectively approve the use of the seek.com.au website for the purpose of the recruitment process.
4. That the CEO Performance Review Committee recommend that Council retrospectively approve the publication of the advertisement for recruitment of the Chief Executive Officer, appearing as Attachment B to this report, which appeared in the Advertiser Newspaper on 29 April 2023.
5. That the CEO Performance Review Committee recommend that Council delegate to the CEO Performance Review Committee the authority to make necessary decisions as they relate specifically to the recruitment process for the Chief Executive Officer up to and including the point where a suitable and preferred candidate is identified.

6. That the CEO Performance Review Committee recommend to Council that at all future meetings of the Committee a member of Administration and/or the Independent Legal Adviser be present to provide advice on matters of probity, governance and the recruitment process.

CARRIED UNANIMOUSLY

CEO26/22-23

Moved: Cr Trotter

Seconded: Cr Zeppel

Recommendation (Public)

Pursuant to section 91(7)

That having considered Agenda Item 4.1 CEO Recruitment Process – Procedural Matter in confidence under section 90(3)(h) of the Act, the CEO Performance Review Committee, pursuant to section 91(7) of that Act orders that the report, attachments, and minutes relevant to this Agenda Item be retained in confidence for a period of 12 months or until the conclusion of the recruitment process, and that pursuant to section 91(9)(c) of the Act the the CEO Performance Review Committee delegates to the Acting Chief Executive Officer the review and power to revoke this Order;

and

That the the CEO Performance Review Committee resolves to end its confidential deliberations pursuant to section 90(2) of the Act and re-admit the public.

CARRIED UNANIMOUSLY

The time being 8:29pm the meeting moved out of confidence.

5. CLOSURE

The Presiding Member declared the meeting closed at 8:29pm.