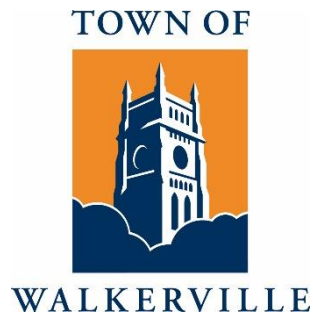




MINUTES
of
**CEO PERFORMANCE REVIEW COMMITTEE
MEETING**

pursuant to the provisions of sections 91 of the
Local Government Act 1999

held at

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

on

TUESDAY 8 OCTOBER 2024 AT 6:00PM

MINUTES
8 OCTOBER 2024

The Presiding Member declared the meeting open at 6.05pm

1. OPENING, WELCOME AND 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.

2. ATTENDANCE RECORD

2.1. Present

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

Staff in Attendance

Chief Executive Officer, Andrew MacDonald
Governance Officer, Yazmin King

2.2. Apologies

Nil.

2.3. Not Present / Leave of Absence

Nil.

3. CONFIRMATION OF MINUTES

3.1. CEO Performance Review Committee Minutes 15 April 2024

CEO006/10/24

Moved: Cr Rypp

Seconded: Deputy Mayor Zeppel

That the CEO Performance Review Committee Minutes for the meeting held on Minutes 15 April 2024 be confirmed as a true and accurate record of the proceedings.

CARRIED

4. DECLARATIONS OF INTEREST

Nil.

5. BUSINESS ADJOURNED

Nil.

6. DECISION REPORTS

6.1. CEO Performance Review Committee Terms of Reference Review

The presiding member, with consent of two-thirds of members present suspended the meeting procedures pursuant to Regulation 20(1) of the Local Government (Procedures at Meetings) Regulations 2013 to allow informal discussion on Item 6.1 CEO Performance Review Committee Terms of Reference Review.

Formal meeting procedures were suspended at 6.08pm.

Formal meeting procedures resumed at 6.18pm

CEO007/10/24

Moved: Cr Allanson

Seconded: Cr Rypp

That the Committee recommend to Council:

1. That the amended Terms of Reference, as provided in Attachment B, be adopted.
2. That the current Committee Members (Councillor Rypp, Councillor Allanson and Councillor Zeppel) be appointed the Committee until the conclusion of the 2026 Local Government elections.
3. That Cr Trotter be appointed to the Committee until the conclusion of the 2026 Local Government elections.

That the Committee authorises Administration to make changes to the Terms of Reference, as provided in Attachment B, of a minor technical or formatting nature.

CARRIED

7. INFORMATION REPORTS

Nil.

8. CONFIDENTIAL REPORTS

8.1. CEO Recruitment Process – RFQ Submissions

CEO008/10/24

Moved: Cr Trotter

Seconded: Cr Allanson

Confidentiality Recommendation (Public)

Pursuant to section 90(2) and 90(3)(k)

Pursuant to section 90(2) of the Local Government Act 1999 (the Act) the Committee orders that all members of the public, except the Chief Executive Officer, Andrew MacDonald and Governance Officer, Yazmin King be excluded from attendance at the meeting for Agenda Item 8.1 CEO Recruitment Process – RFQ Submissions.

The Committee is satisfied that pursuant to section 90(3)(k) of the Act, the information be received, discussed and considered in confidence as the information in relation to this agenda item contains tender details for the provision of services being the recruitment of the Chief Executive Officer position for the Town of Walkerville.

Accordingly, on this basis, the Committee is satisfied that the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

The time being 6.20pm the meeting moved into confidence.

The presiding member, with consent of two-thirds of members present suspended the meeting procedures pursuant to Regulation 20(1) of the Local Government (Procedures at Meetings) Regulations 2013 to allow informal discussion on Item 8.1 CEO Recruitment Process – RFQ Submissions.

Formal meeting procedures were suspended at 6.20pm.

Formal meeting procedures resumed at 6.25pm

CEO009/10/24

Moved: Cr Rypp

Seconded: Cr Trotter

Confidentiality Recommendation (Confidential)

That the CEO Performance Review Committee (in their capacity as the CEO Selection Panel) recommend to Council that McArthur Recruitment be engaged as the qualified recruitment company to assist with the recruitment process for the position of Chief Executive Officer of the Town of Walkerville.

CARRIED

CEO010/10/24

Moved: Cr Trotter

Seconded: Deputy Mayor Zeppel

Confidentiality Recommendation (Public)

Pursuant to section 91(7)

That having considered Agenda Item 8.1 CEO Recruitment Process – RFQ Submissions in confidence under section 90(2) & 90(3)(k) of the Act, the Committee, pursuant to section 91(7) of that Act orders that the report and attachments to this Agenda Item be retained in confidence until the conclusion of the recruitment process, and the minutes be retained in confidence until such time that Council makes a determination on the matter and that pursuant to section 91(9)(c) of the Act the Council delegates to the Chief Executive Officer power to review and revoke this Order.

CARRIED

The time being 6.25pm the meeting moved out of confidence.

9. MEETING CLOSE

The Presiding Member declared the meeting closed at 6.26pm.