



# CONFIDENTIAL MINUTES

of

## SPECIAL CHIEF EXECUTIVE OFFICER SELECTION PANEL MEETING

*Pursuant to the provisions of Section 84(1) of the  
Local Government Act 1999*

HELD IN

**COMMITTEE ROOM  
PLAYFORD CIVIC CENTRE  
10 PLAYFORD BOULEVARD, ELIZABETH**

ON

**THURSDAY, 3 SEPTEMBER 2015  
AT 6.30PM**

The meeting went into confidence at 6.33pm.

### ATTENDANCE RECORD

#### **(PRESIDING MEMBER - MAYOR GLENN DOCHERTY)**

Cr Duncan MacMillan

Cr Adam Sherwood

Cr Carol Muzyk

#### Also in attendance for the meeting:

Jane Jeffreys Consulting

Ms Jane Jeffreys

**A. COUNCIL/COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE**

No action – this motion passed in the open section

**5.1 CHIEF EXECUTIVE OFFICER RECRUITMENT NEGOTIATIONS WITH THE PREFERRED CANDIDATE****B. THE BUSINESS MATTER**

**Presenter:** Mayor Glenn Docherty

**Purpose:** The Chief Executive Officer Selection Panel to discuss Correspondence and Legal Advice received from the Preferred Candidate.

**Outcome:** The Chief Executive Officer Selection Panel continues progressing recruitment for the position of the Chief Executive Officer.

**C. PROCEDURAL DECISION – COUNCIL/COMMITTEE TO DECIDE HOW LONG ITEM 5.1 IS TO BE KEPT IN CONFIDENCE****STAFF RECOMMENDATION**

Pursuant to Section 91(7) of the Local Government Act 1999, the Council orders that the following aspects and or documents(s) (or part) shall be kept confidential, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(a) of the Act:

- The minutes of item no. 5.1
- The written report of item no. 5.1

on the grounds that the document(s) (or part) is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) and specifically, the present matter relates to information pertaining to the personal affairs of persons and the disclosure of this information would be unreasonable because the information is sensitive to those persons and is not a matter of public knowledge.

2. This order shall operate for a period of 24 months and will be reviewed at least annually in accordance with the Local Government Act 1999.

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**COMMITTEE RESOLUTION****2311****Moved:** Cr MacMillan**Seconded:** Cr Sherwood

Pursuant to Section 91(7) of the Local Government Act 1999, the Council orders that the following aspects and or documents(s) (or part) shall be kept confidential, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(a) of the Act:

- The minutes of item no. 5.1
- The written report of item no. 5.1
- The tabled attachment being the Draft Employment Agreement of item 5.1

on the grounds that the document(s) (or part) is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) and specifically, the present matter relates to information pertaining to the personal affairs of persons and the disclosure of this information would be unreasonable because the information is sensitive to those persons and is not a matter of public knowledge.

2. This order shall operate for a period of 24 months and will be reviewed at least annually in accordance with the Local Government Act 1999.

**CARRIED****A. COUNCIL/COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE**

No action – this motion passed in the open section when moving into confidence for item 5.1

**5.2 CHIEF EXECUTIVE OFFICER RECRUITMENT – EMPLOYMENT CONTRACT****B. THE BUSINESS MATTER**

**Presenter:** Mayor Glenn Docherty & Sathish Dasan, Norman Waterhouse Lawyers

**Purpose:** The Chief Executive Officer Selection Panel to discuss formation of a Draft Employment Contract.

**Outcome:** The Chief Executive Officer Selection Panel continues progressing recruitment for the position of the Chief Executive Officer.

**C. PROCEDURAL DECISION - TO DECIDE HOW LONG ITEM 5.2 IS TO BE KEPT IN CONFIDENCE****STAFF RECOMMENDATION**

Pursuant to Section 91(7) of the Local Government Act 1999, the Council orders that the following aspects and or documents(s) (or part) shall be kept confidential, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(a) of the Act:

- The minutes of item no. 5.2
- The written report of item no. 5.2

on the grounds that the document(s) (or part) is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) and specifically, the present matter relates to information pertaining to the personal affairs of persons and the disclosure of this information would be unreasonable because the information is sensitive to those persons and is not a matter of public knowledge.

2. This order shall operate for a period of 24 months and will be reviewed at least annually in accordance with the Local Government Act 1999.

**COMMITTEE RESOLUTION****2312****Moved: Cr MacMillan****Seconded: Cr Sherwood**

Pursuant to Section 91(7) of the Local Government Act 1999, the Council orders that the following aspects and or documents(s) (or part) shall be kept confidential, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(a) of the Act:

- The minutes of item no. 5.2
- The written report of item no. 5.2

on the grounds that the document(s) (or part) is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) and specifically, the present matter relates to information pertaining to the personal affairs of persons and the disclosure of this information would be unreasonable because the information is sensitive to those persons and is not a matter of public knowledge.

2. This order shall operate for a period of 24 months and will be reviewed at least annually in accordance with the Local Government Act 1999.

**CARRIED**

*The meeting reopened to the public at 7.45pm*

**5. CONFIDENTIAL MATTERS****5.3 CHIEF EXECUTIVE OFFICER RECRUITMENT - CONSULTANTS REPORT****A. COUNCIL/COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE**

No action – this motion passed in the open section

*The meeting moved into confidence at 7.46pm*

**B. THE BUSINESS MATTER**

Discussed in confidence

**Presenter:** Ms Jane Jeffreys of Jane Jeffreys Consulting

**Purpose:** Ms Jane Jeffreys of Jane Jeffreys Consulting present a report detailing the actions the Chief Executive Officer Selection Panel undertook for recruitment of a Chief Executive Officer.

**Outcome:** The actions and selections of the Chief Executive Officer Selection Panel are documented.

**COMMITTEE RESOLUTION****2314****Moved:** Cr Muzyk**Seconded:** Cr Sherwood

1. That the Chief Executive Officer Selection Panel, in principle, accept the suggested additions to the Chief Executive Officer Recruitment Consultant Report (provided by Jane Jeffreys Consulting) as discussed at the panel meeting on 3 September 2015.
2. That an amended draft of the Chief Executive Officer Recruitment Consultant Report as provided by Jane Jeffreys Consulting, be distributed outside the meeting to members of the panel for further review, with the final draft to be presented at a future CEO Selection Panel meeting for endorsement.

**CARRIED**

**C. PROCEDURAL DECISION - TO DECIDE HOW LONG ITEM 5.3 IS TO BE KEPT IN CONFIDENCE****STAFF RECOMMENDATION**

Pursuant to Section 91(7) of the Local Government Act 1999, the Council orders that the following aspects and or documents(s) (or part) shall be kept confidential, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(a) of the Act:

- The minutes of item no. 5.3
- The written report of item no. 5.3

on the grounds that the document(s) (or part) is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) and specifically, the present matter relates to information pertaining to the personal affairs of persons and the disclosure of this information would be unreasonable because the information is sensitive to those persons and is not a matter of public knowledge.

2. This order shall operate for a period of 24 months and will be reviewed at least annually in accordance with the Local Government Act 1999.

**COMMITTEE RESOLUTION****2315****Moved: Cr Sherwood****Seconded: Cr MacMillan**

1. Pursuant to Section 91(7) of the Local Government Act 1999, the Council 90(3)(a) of the Act:
  - The minutes of item no. 5.3
  - The written report of item no. 5.3

on the grounds that the document(s) (or part) is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) and specifically, the present matter relates to information pertaining to the personal affairs of persons and the disclosure of this information would be unreasonable because the information is sensitive to those persons and is not a matter of public knowledge.

2. This order shall operate for a period of 24 months and will be reviewed at least annually in accordance with the Local Government Act 1999.

**CARRIED**

*The meeting moved into confidence at 8.07pm*