

# Summary Minutes

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**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS:**

The President, Cr Girando, welcomed those present and opened the meeting at 11.05am.

**2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:**

Councillor M J Girando	President
Councillor A Williams	Deputy President
Councillor M R Bothe	
Councillor G George	
Councillor B J McDonald	
Councillor D McTaggart	
Councillor D A Rackemann	
Councillor J K Waite	

**Visitors**

Mr Mike FitzGerald	FitzGerald Solutions
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**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE:**

Nil.

**4. PUBLIC QUESTION TIME:**

Nil.

**5. APPLICATIONS FOR LEAVE OF ABSENCE:**

Nil.

**6. PETITIONS/DEPUTATIONS/PRESENTATIONS:**

Nil.

**7. CONFIRMATION OF MINUTES:**

Nil.

**8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION:**

The President reminded Council of the confidentiality of the content of this meeting and also the format in which the meeting would be held.

**9. MATTERS FOR WHICH MEETING MAY BE CLOSED:**

Items for which the meeting will be closed:

13.1 Appointment Process for CEO

**10. REPORTS:**

Nil.

**11. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN:**

Nil.

**12. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION:**

Nil.

**13. MATTERS BEHIND CLOSED DOORS:**

13.1 APPOINTMENT PROCESS FOR CEO

**RESOLUTION:**                      **2007-191**

**Moved:** Waite

**Seconded:** McDonald

*That:*

1. *the new CEO when appointed revise the CEO Position Description to bring it into alignment with Council's Strategic Plan; and*
2. *any revision is made having regard to statutory obligation.*

**CARRIED 8/0**

**RESOLUTION:**                    **2007-192**

**Moved:** Williams

**Seconded:** Rackemann

That:

1. Council adopt the Draft Performance Criteria for the CEO; and
2. the CEO liase with Council to include specific criteria relating to implementation of goals set in Council's Strategic Plan.

**CARRIED 8/0**

**RESOLUTION:**                    **2007-193**

**Moved:** George

**Seconded:** Williams

That:

1. the CEO's contract include a housing item in the 'Remuneration' Clause reflecting Council's resolution to offer Lot 29 Spain St Coorow was the CEO's residence; and
2. a rental value of \$250 per week be attributed to this residence.

**CARRIED 8/0**

**RESOLUTION:**                    **2007-194**

**Moved:** George

**Seconded:** Rackemann

That:

1. household relocation reimbursement be negotiated with the successful applicant;
2. the President and Deputy President be authorised to negotiate the reimbursement on relocation expenses for relocation from within Australia; and
3. that 50% of relocation expenses be reimbursed upon presentation of a suitable tax invoice and the remaining 50% upon completion of 12 months service.

**CARRIED 8/0**

**RESOLUTION:                    2007-195****Moved:** Williams**Seconded:** Rackemann

*That the total reward package be advertised to include a cash component of between \$90,000 - \$110,000.*

**CARRIED 8/0****RESOLUTION:                    2007-196****Moved:** McTaggart**Seconded:** Bothe

*That the CEO position be advertised on Council's website and in the West Australian on Saturday 10 November 2007 in the professional appointments section.*

**CARRIED 8/0****RESOLUTION:                    2007-197****Moved:** Waite**Seconded:** McDonald

*That the selection process be:*

- 1. a shortlist of applicants compiled by the President, Deputy President and FitzGerald Strategies;*
- 2. the whole of Council participate in the interview process;*
- 3. that FitzGerald Strategies conduct interviews;*
- 4. that the President and Deputy President be authorised to negotiate the package with the successful applicant assisted by FitzGerald Strategies;*
- 5. applications to close 4pm Friday 23 November 2007; and*
- 6. interview to be conducted at the Coorow Administration Centre on Saturday 8 December 2007 with interviews to be at 10am, 11.30am and 2pm.*

**CARRIED 8/0****14. DATE OF NEXT MEETING:****14.1      NEXT MEETING OF COUNCIL**

3.00 pm on Wednesday 21 November 2007 at the Leeman Administration Centre, Leeman.

**15. CLOSURE:**

There being no further business, the President, Cr Girando, closed the meeting at 12.35pm.