

## Special Meeting of Council

# AGENDA

### **Notice of Meeting**

Councillors of the Tamala Park Regional Council are advised that the meeting will be held electronically on Friday 20 May 2022 at 12:00 noon.

*Constituent Members:  
Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo  
Towns of Cambridge and Victoria Park*

**TABLE OF CONTENTS**

MEMBERSHIP ..... 3

PRELIMINARIES ..... 3

1. OFFICIAL OPENING ..... 3

DISCLOSURE OF INTERESTS ..... 3

2. PUBLIC STATEMENT/QUESTION TIME ..... 3

3. APOLOGIES AND LEAVE OF ABSENCE ..... 3

4. PETITIONS ..... 3

5. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)..... 3

6. ADMINISTRATION REPORT AS PRESENTED (ITEM 6.1)..... 3

6.1 CONFIDENTIAL: APPOINTMENT OF TPRC CEO..... 4

8. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN ..... 7

9. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN  
..... 7

10. URGENT BUSINESS APPROVED BY THE CHAIR ..... 7

11. GENERAL BUSINESS..... 7

12. FORMAL CLOSURE OF MEETING..... 7

**MEMBERSHIP**

<b>OWNER COUNCIL</b>	<b>MEMBER</b>	<b>ALTERNATE MEMBER</b>
Town of Cambridge	Cr Jane Cutler	
City of Joondalup	Cr John Chester Cr Nige Jones	Cr Russ Fishwick Cr John Raftis
City of Perth	Cr Brent Fleeton	Cr Clyde Bevan
City of Stirling	Cr Tony Krsticevic Cr Suzanne Migdale (DEPUTY CHAIR) Cr Bianca Sandri (CHAIR) Cr Karlo Perkov	Cr David Lagan
Town of Victoria Park	Cr Bronwyn Ife	
City of Vincent	Cr Ashley Wallace	Cr Jonathan Hallett
City of Wanneroo	Cr Brett Treby Cr Glynis Parker	Cr Linda Aitken Cr Vinh Nguyen

**PRELIMINARIES**

**1. OFFICIAL OPENING**

**DISCLOSURE OF INTERESTS**

**2. PUBLIC STATEMENT/QUESTION TIME**

**3. APOLOGIES AND LEAVE OF ABSENCE**

**4. PETITIONS**

**5. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)**

**6. ADMINISTRATION REPORT AS PRESENTED (ITEM 6.1)**

**6.1 CONFIDENTIAL: APPOINTMENT OF TPRC CEO**

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**Responsible Officer:** Cr Bianca Sandri - Chair

**Attachments:** Beilby Downing Teal CEO Recruitment Summary Report (*Attachment 1*)  
Preferred Candidate CV and Application (*Attachment 2*)  
TPRC CEO Contract (*Attachment 3*)  
*Note: Distributed under separate cover*

**Voting Requirements:** Absolute Majority

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**RECOMMENDATION**

**That the Council:**

1. **APPROVES** the recommendations contained in the CEO Recruitment Summary Report prepared by Beilby Downing Teal;
  2. **APPROVES** the contract in Attachment 3; and
  3. **CERTIFIES** that the candidate recommended in the CEO Recruitment Summary Report has been selected in accordance with the TPRC Model Standards for CEO Recruitment, Performance and Termination 2021.
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**PURPOSE**

To consider the Selection Panel recommendations for the appointment of the Tamala Park Regional Council Chief Executive Officer.

**LOCAL GOVERNMENT ACT/REGULATION**

*Local Government (Administration) Amendment Regulations 2021 (CEO Model Standards)*

This item satisfies the requirements of Section 5.23 (2) of the *Local Government Act 1995* for it to be considered at a meeting, or part of a meeting, that is closed to members of the public, on the grounds that it deals with:

- i) *A contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and*
- ii) *A matter that if disclosed, would reveal a trade secret or information that has a commercial value to a person or relates to the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the TPRC (section 5.23(2)(e)).*

**PREVIOUS MINUTES**

TPRC Ordinary Council Meeting 17 February 2022.

**RISK MANAGEMENT IMPLICATIONS**

<b>Risk Ref: 6</b>	<b>Risk Rating:</b>
TPRC Operations - Resourcing.	Moderate
<b>Action:</b>	
Agreed budget for resources	

## BACKGROUND

On 11 May 2021 the former permanent TPRC CEO, Mr Tony Arias, gave notice of his resignation as CEO, with a termination date of 11 August 2021.

At the Special Meeting of Council on 26 May 2021 the Council resolved to appoint a temporary CEO for a period of 12 months. Following a selection process, Mr Jon Morellini was appointed as the Temporary CEO at a Special Meeting of Council held on 19 July 2021. Mr Morellini's contract is due to expire on 10 August 2022.

At the Ordinary Council Meeting held on 17 February 2022, Council resolved the following:

*That the Council:*

1. *UNDERTAKES the recruitment of a permanent TPRC CEO in accordance with the requirements of the CEO Model Standards (2021).*
2. *ESTABLISHES a Selection Panel, which is to be the CEO Performance Review Committee and an independent person selected by the Selection Panel for the recruitment of the permanent TPRC CEO.*
3. *APPROVES the Terms of Reference for the Selection Panel.*
4. *DELEGATES authority to the Selection Panel all powers necessary to enable the Panel to undertake all aspects of the recruitment process including:*
  - a) *The recruitment of an independent member to the Panel; and*
  - b) *Appointment of a professional recruitment consultant.*
5. *APPROVES the CEO Position Description (including Selection Criteria).*

Accordingly, the CEO Performance Review Committee, meeting as the CEO Recruitment Selection Panel, met on 9 March 2022 to appoint an independent member to the Selection Panel. The Panel resolved to appoint Ms Helen Hardcastle as the independent member to sit on the Selection Panel. The Panel also resolved at this meeting to appoint Beilby Downing Teal as the recruitment consultant to assist with the recruitment process.

The details of the recruitment process undertaken are outlined in Attachment 1.

## DETAILS / DISCUSSION

### Recruitment Process and Outcome

A recruitment consultant (Beilby Downing Teal - Ms Emily Bulloch) was appointed to assist Council with the selection and engagement of the TPRC CEO. Ms Bulloch will be in attendance at the Council meeting.

Attachment 1 outlines the process that was followed to select the preferred candidate.

TPRC's Model Standards for CEO Recruitment, Performance and Termination 2021 require that prior to making an offer of employment, there must be a resolution of Council (passed by absolute majority) that Council approves:

- The making of the offer of employment to the applicant, and
- The proposed terms of the contract of employment.

Ms Bulloch has prepared a report which details the process undertaken and the recommendations for the appointment of the TPRC CEO. This can be viewed in Attachment 1 (to be circulated under separate cover).

### **CEO Employment Contract**

The CEO contract has been developed by the TPRC Chair, Governance staff, and TPRC's legal firm McLeod's. This is provided as part of the report in Attachment 3.

The CEO contract is based on the WALGA Model CEO contract with only minor amendments to adapt it to the purpose of the TPRC. The amendments include:

- Removal of the "other remuneration benefits" that were not relevant as the preferred candidate indicated they wished to only receive salary as part of the Total Reward Package (relocation, isolation and housing allowance, motor vehicle);
- Insertion of a six-month probation period; and
- Update of a number of clauses to incorporate recent legislative changes.

The contract requires the endorsement of Council before a formal offer can be made to the preferred candidate. Upon acceptance the contract will be signed by the Chair and the Acting CEO under the Common Seal, and the preferred candidate.

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