

Agenda

CEO Recruitment Committee Tuesday 21 December 2021

Notice of Meeting

The next CEO Recruitment Committee will take place in the Committee Room, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on **Tuesday 21 December 2021** commencing at **6:30 pm**.

Yours sincerely



ANDREW BRIEN
CHIEF EXECUTIVE OFFICER

20 December 2021

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1 OFFICIAL OPENING**2 ACKNOWLEDGEMENT OF COUNTRY**

In accordance with the City of Bayswater's Reflect Reconciliation Action Plan November 2019- November 2020, the Presiding Member will deliver the Acknowledgement of Country.

Noongar Language

Ngalla City of Bayswater kaatanginy baalapa Noongar Boodja baaranginy, Wadjuk moort Noongar moort, boordiar's koora koora, boordiar's ye yay ba boordiar's boordawyn wah.

English Language Interpretation

We acknowledge the Traditional Custodians of the Land, the Whadjuk people of the Noongar Nation, and pay our respects to Elders past, present and emerging.

3 ELECTION OF A CHAIRPERSON**4 ATTENDANCE****Members**

Cr Filomena Piffaretti, Mayor
Cr Catherine Ehrhardt, Deputy Mayor
Cr Steven Ostaszewskyj
Cr Elli Petersen-Pik

Officers

Mr Andrew Brien Chief Executive Officer
Ms Anna Gillespie Manager People Culture and Safety
Ms Cassandra Flanigan Special Projects Advisor

Leave of Absence**4.1 Apologies**

Cr Josh Eveson

4.2 Approved Leave Of Absence

Nil.

5 DISCLOSURE OF INTEREST SUMMARY

In accordance with section 5.65 of the *Local Government Act 1995*:

A member who has an interest in any matter to be discussed at a Council or Committee meeting that will be attended by the member must disclose the nature of the interest -

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed.

6 DELEGATED AUTHORITY BY COUNCIL

In accordance with section 5.23(1)(b) of the *Local Government Act 1995* the CEO Recruitment Committee has delegated authority, as approved by Council, in relation to all the administrative aspects of the recruitment process including:

- a) The recruitment of an independent member to the Committee; and
- b) Appointment of a professional recruitment consultant.

7 TERMS OF REFERENCE

The Terms of Reference are a separate report in this agenda for the Committee's consideration.

8 REPORTS**8.1 Terms Of Reference - CEO Recruitment Committee**

Responsible Directorate:	Office of the Chief Executive Officer
Authority/Discretion:	Executive/Strategic
Voting Requirement:	Simple Majority
Attachments:	1. Terms of Reference - Chief Executive Officer Recruitment Committee [8.1.1 - 1 page]

SUMMARY

For Council to consider the terms of reference for the CEO Recruitment Committee, which has been established to lead Council in recruiting a new CEO following the resignation of the CEO.

OFFICER'S RECOMMENDATION

That Council adopts the terms of reference for the CEO Recruitment Committee as outlined in Attachment 1.

BACKGROUND

At the Ordinary Council Meeting on 7 December 2021, Council considered a number of items of urgent business in relation to the resignation of the City's CEO, Mr Andrew Brien.

To begin the recruitment process, Council resolved the following:

“That Council:

- 1. Establishes the CEO Recruitment Committee, comprising the following members:**
 - (a) The Mayor;**
 - (b) The Deputy Mayor;**
 - (c) One Elected Member from each Ward, being:**
 - i. Cr Steven Ostaszewskyj from Central Ward;**
 - ii. Cr Josh Eveson from North Ward;**
 - iii. Cr Elli Petersen-Pik from South Ward;**
 - iv. Nil from West Ward; and**
 - (d) One independent member, to be selected by the CEO Recruitment Committee.**
- 2. Endorses the position description of the Chief Executive Officer as outlined in Attachment 3, noting it has been updated to reflect the current organisation structure.**
- 3. Delegates authority to the CEO Recruitment Committee all powers necessary to enable the Committee to undertake all the administrative aspects of the recruitment process including:**
 - a) The recruitment of an independent member to the Committee; and**
 - b) Appointment of a professional recruitment consultant.”**

EXTERNAL CONSULTATION

Nil.

OFFICER'S COMMENTS

The terms of reference of the CEO Recruitment Committee have been drafted in line with the above Council resolution to enable the Committee to begin the recruitment process for a new CEO.

Purpose

The purpose of the CEO Recruitment Committee has been drafted based on the guidelines distributed by the Department of Local Government, Sport and Cultural Industries in relation to CEO Recruitment. The purpose also makes reference to the Model Standards for CEO Recruitment, Performance and Termination adopted by Council at the Ordinary Council Meeting on 23 March 2021.

Meeting details

Meeting Frequency:	As required
Day of Meeting:	When suitable
Time of Meeting:	When suitable
Location of Meeting:	City of Bayswater Civic Centre

Given the purpose of the Committee and acknowledging that there may be instances where the Committee is required to meet at short notice, the meeting details have been drafted broadly to allow the Committee to meet as and when required.

Sitting fees

Included as part of the annual sitting fees paid to Councillors.

Liaison Officer

It is recommended that the liaison officer be both the current CEO and the Manager People, Culture and Safety. This will allow for continuity in the process once the CEO departs the organisation.

Membership:

In accordance with the Council resolution of 7 December 2021, the Elected Member membership is:

- Cr Filomena Piffaretti, Mayor
- Cr Catherine Ehrhardt, Deputy Mayor
- Cr Steven Ostaszewskyj
- Cr Josh Eveson
- Cr Elli Petersen-Pik

In addition and in accordance with the legislative requirements, the Committee is required to have one independent member. The Committee has been granted delegated authority to appoint the independent member, with options for an independent member the subject of a separate report.

LEGISLATIVE COMPLIANCE

Council established the CEO Recruitment Committee at the Ordinary Council Meeting on 7 December 2021 in accordance with section 5.8 of the *Local Government Act 1995* (WA).

RISK ASSESSMENT

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Officer's Recommendation	That Council adopts the terms of reference for the CEO Recruitment Committee as outlined in <u>Attachment 1</u>.		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome	
Strategic Direction	Moderate	Low	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Low	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
Conclusion	The terms of reference have been developed in accordance with Council's resolution to establish the CEO Recruitment Committee on 7 December 2021 and reflecting the Department's guidelines on CEO recruitment. It is therefore considered a low risk to adopt the terms of reference as presented.		

Option 2	That Council adopts the terms of reference for the CEO Recruitment Committee as outlined in <u>Attachment 1</u> and as further amended by Council.		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome	
Strategic Direction	Moderate	Risks will be dependent on amendments made to the terms of reference.	
Reputation	Low		
Governance	Low		
Community and Stakeholder	Moderate		
Financial Management	Low		
Environmental Responsibility	Low		
Service Delivery	Low		
Organisational Health and Safety	Low		
Conclusion	Council may wish to further amend the terms of reference for the CEO Recruitment Committee, noting that there are legislative requirements that must be satisfied.		

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

CONCLUSION

Council has established the CEO Recruitment Committee to lead the process of recruiting a new CEO. Terms of reference have been drafted in line with the Council resolution of 7 December 2021 to establish the Committee, and these are presented to Council for their consideration.

TERMS OF REFERENCE	
Chief Executive Officer Recruitment Committee	
Purpose:	The purpose of the Chief Executive Officer Recruitment Committee is to conduct the recruitment and selection process for a new Chief Executive Officer in accordance with the principles of merit, equity and transparency and consistent with Council's adopted <i>Model Standards for CEO Recruitment, Performance and Termination</i> .
Elected membership:	Member Cr Filomena Piffaretti, Mayor Cr Catherine Ehrhardt, Deputy Mayor Cr Steven Ostaszweskyj Cr Josh Eveson Cr Elli Petersen-Pik
External membership:	Member One independent member
Role of Representatives:	The roles and responsibilities of the City of Bayswater representatives on this Committee are: <ul style="list-style-type: none"> • Member in own right; and • Spokesperson for City of Bayswater.
Delegated Authority:	The CEO Recruitment Committee has been delegated all powers necessary to enable the Committee to undertake all the administrative aspects of the recruitment process including: <ol style="list-style-type: none"> a) The recruitment of an independent member to the Committee; and b) Appointment of a professional recruitment consultant.
Meetings:	Committee meetings are to be in accordance with the <i>City of Bayswater Standing Orders Local Law 2021</i> .
Meeting Frequency:	As required.
Meeting Date and Time:	When suitable.
Location:	City of Bayswater Civic Centre
Liaison Officer:	Chief Executive Officer Manager People, Culture and Safety

8.2 Appointment Of Recruitment Consultant - CEO Recruitment Committee

Responsible Directorate:	Office of the Chief Executive Officer
Authority/Discretion:	Legislative
Voting Requirement:	Simple Majority
Attachments:	<ol style="list-style-type: none"> 1. Evaluation [8.2.1 - 1 page] 2. CONFIDENTIAL REDACTED - Proposal - Hudson [8.2.2 - 14 pages] 3. CONFIDENTIAL REDACTED - Proposal - Leading Roles [8.2.3 - 36 pages] 4. CONFIDENTIAL REDACTED - Proposal - Davidson [8.2.4 - 17 pages] 5. CONFIDENTIAL REDACTED - Proposal - Mills Recruitment [8.2.5 - 13 pages] 6. CONFIDENTIAL REDACTED - Proposal - Chandler Macleod [8.2.6 - 9 pages] 7. CONFIDENTIAL REDACTED - Proposal - Beilby Downing Teal [8.2.7 - 13 pages] 8. CONFIDENTIAL REDACTED - Proposal - Hunter Executive [8.2.8 - 14 pages] 9. CONFIDENTIAL REDACTED - Proposal - Lester Blades [8.2.9 - 28 pages]
Refer:	<p>Item 13.1.1 OCM 7.12.2021</p> <p>Item 13.1.2 OCM 7.12.2021</p> <p>Item 13.1.3 OCM 7.12.2021</p>

Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA):

- (c) ***a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting***

SUMMARY

For the CEO Recruitment Committee to appoint a professional recruitment consultant to assist with the recruitment process for a new CEO.

OFFICER'S RECOMMENDATION

That the CEO Recruitment Committee:

- 1. Appoints _____ as the professional recruitment consultant to assist the CEO Recruitment Committee with the recruitment of a new CEO.**
- 2. Notes that _____ will assist the Committee to identify a preferred candidate that will be recommended to Council for consideration.**
- 3. Requests the CEO to write to all recruitment companies who submitted a proposal to advise them of the request for quote process outcome.**
- 4. Notes that the costs of professional recruitment consultancy are currently unbudgeted for and will be included as part of the mid-year budget review.**

BACKGROUND

At the Ordinary Council Meeting on 7 December 2021, Council considered a number of items of urgent business in relation to the resignation of the City's CEO, Mr Andrew Brien.

To begin the recruitment process, Council resolved the following:

“That Council:

1. ***Establishes the CEO Recruitment Committee, comprising the following members:***
 - (a) ***The Mayor;***
 - (b) ***The Deputy Mayor;***
 - (c) ***One Elected Member from each Ward, being:***
 - i. ***Cr Steven Ostaszewskyj from Central Ward;***
 - ii. ***Cr Josh Eveson from North Ward;***
 - iii. ***Cr Elli Petersen-Pik from South Ward;***
 - iv. ***Nil from West Ward; and***
 - (d) ***One independent member, to be selected by the CEO Recruitment Committee.***
2. ***Endorses the position description of the Chief Executive Officer as outlined in Attachment 3, noting it has been updated to reflect the current organisation structure.***
3. ***Delegates authority to the CEO Recruitment Committee all powers necessary to enable the Committee to undertake all the administrative aspects of the recruitment process including:***
 - a) ***The recruitment of an independent member to the Committee; and***
 - b) ***Appointment of a professional recruitment consultant.”***

Council separately considered the appointment of an external recruitment consultant to coordinate the recruitment process and resolved as follows:

“That Council:

1. ***Requests the CEO undertake a request for quote process for the appointment of an professional recruitment consultant in relation to the recruitment of a new CEO; and***
2. ***Notes that the CEO Recruitment Committee has been granted delegated authority to assess and appoint an external recruitment consultant following the request for quote process.”***

EXTERNAL CONSULTATION

Nil.

OFFICER'S COMMENTS

The professional recruitment consultant will assist the CEO Recruitment Committee with all stages of the recruitment process, with the preferred candidate to be recommended to Council. The consultant's remit will include:

- Drafting of advertisement
- Preliminary assessment of applications
- Final shortlisting
- Drafting of the questions for interviews

- Coordinating interviews
- Finalising the offer of the draft contract of employment

Following the December Ordinary Council Meeting, Officers contacted a number of recruitment companies to invite them to submit a quote for the recruitment consultant position, with proposals due by 12pm, Friday 17 December 2021). The City received submissions from the following companies:

- Hudson
- Leading Roles
- Davidson
- Mills Recruitment
- Chandler Macleod
- Beilby Downing Teal
- Hunter Executive
- Lester Blades

A copy of all proposals received are included at **Confidential Attachments 2-9**.

Internal Evaluation

An internal evaluation was undertaken by a panel consisting of the CEO, Manager People, Culture and Safety and Special Projects Advisor. The following criteria were assessed with a score of out of 10 for each criterion and the following weightings:

- Market presence of key personnel (state/interstate/international connections) (10%)
- Experience in similar processes (recent CEO recruitment) (30%)
- Recruitment methodology (20%)
- Timeframe to deliver recruitment process (10%)
- Cost to deliver recruitment process (30%)

The panel assessed the applications individually, and then an average was calculated to arrive at an overall score. The results of the internal evaluation are included at **Confidential Attachment 1**.

Recommendation

The internal panel evaluation identified that there are three consultants with identical scores that are considered suitable to undertake the recruitment process for the City. All three came to the same score with different results for each criteria. The Officers are unable to split the consultants any further without going down to further decimal places.

As all three top candidates are considered suitable it is recommended that the CEO Recruitment Committee select their preferred consultant.

LEGISLATIVE COMPLIANCE

The CEO Recruitment Committee has been granted delegated authority to appoint a recruitment consultant to assist the Committee with the recruitment process. The process outlined by the preferred recruitment consultant is consistent with the legislative requirements for CEO recruitment.

RISK ASSESSMENT

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Officer's Recommendation	That the CEO Recruitment Committee: <ol style="list-style-type: none"> 1. Appoints _____ as the professional recruitment consultant to assist the CEO Recruitment Committee with the recruitment of a new CEO. 2. Notes that _____ will assist the Committee to identify a preferred candidate that will be recommended to Council for consideration. 3. Requests the CEO to write to all recruitment companies who submitted a proposal to advise them of the request for quote process outcome. 4. Notes that the costs of professional recruitment consultancy will be drawn from the salaries and wages budget and reflected in the mid-year budget review. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	An internal panel has undertaken an evaluation of proposals and identified three consultants who scored identical in the evaluation process. It is therefore recommended the Committee select their preferred consultant from these three, which is considered a low risk.	

FINANCIAL IMPLICATIONS

The costs for engagement of a professional recruitment consultant to recruit a new CEO will come out of the salaries and wages budget and addressed as part of the mid-year budget review process.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

CONCLUSION

Following the December Ordinary Council Meeting, Officers sought quotes from a number of professional recruitment consultants to assist the Committee with the CEO recruitment process. An internal panel has evaluated the proposals received, with three consultants receiving identical scores, noting the results varied across different criterion. It is therefore recommended that the Committee appoint a consultant from top three.

Panel Evaluation - RFQ for Recruitment Consultant

Criteria	Weighting	Hudson		Leading Roles		Davidson		Mills Recruitment		Chandler Macleod		Beilby Downing Teal		Hunter Executive		Lester Blades	
		Scoring		Scoring		Scoring		Scoring		Scoring		Scoring		Scoring			
Market presence and skills of key personnel	10%	CEO	8	CEO	7	CEO	6	CEO	7	CEO	8	CEO	7	CEO	7	CEO	8
		MPCS	9	MPCS	8	MPCS	7	MPCS	7	MPCS		MPCS	9	MPCS	8	MPCS	7
		SPA	7	SPA	6	SPA	6	SPA	7	SPA	7	SPA	8	SPA	7	SPA	8
		Average	8	Average	7	Average	6.3	Average	7	Average	7.5	Average	8	Average	7.3	Average	7.6
Experience in similar processes	30%	CEO	7	CEO	7	CEO	7	CEO	8	CEO	5	CEO	7	CEO	7	CEO	8
		MPCS	5	MPCS	6	MPCS	6	MPCS	8	MPCS		MPCS	8	MPCS	7	MPCS	9
		SPA	6	SPA	6	SPA	6	SPA	8	SPA	5	SPA	8	SPA	6	SPA	9
		Average	6	Average	6.3	Average	6.3	Average	8	Average	5	Average	7.6	Average	6.6	Average	8.6
Recruitment methodology	20%	CEO	7	CEO	7	CEO	7	CEO	7	CEO	5	CEO	7	CEO	7	CEO	8
		MPCS	7	MPCS	6	MPCS	7	MPCS	8	MPCS		MPCS	8	MPCS	7	MPCS	8
		SPA	7	SPA	6	SPA	7	SPA	8	SPA	5	SPA	8	SPA	7	SPA	8
		Average	7	Average	6.3	Average	7	Average	7.6	Average	5	Average	7.6	Average	7	Average	8
Timeframe to deliver recruitment process	10%	CEO	8	CEO	7	CEO	7	CEO	8	CEO	5	CEO	7	CEO	7	CEO	8
		MPCS	8	MPCS	9	MPCS	8	MPCS	8	MPCS		MPCS	7	MPCS	8	MPCS	6
		SPA	8	SPA	7	SPA	8	SPA	8	SPA	5	SPA	7	SPA	8	SPA	8
		Average	8	Average	7.6	Average	7.6	Average	8	Average	5	Average	7	Average	7.6	Average	7.3
Cost to deliver recruitment process	30%	CEO	7	CEO	7	CEO	5	CEO	8	CEO	8	CEO	8	CEO	6	CEO	7
		MPCS	7	MPCS	8	MPCS	5	MPCS	8	MPCS		MPCS	9	MPCS	6	MPCS	7
		SPA	7	SPA	7	SPA	5	SPA	8	SPA	8	SPA	8	SPA	6	SPA	7
		Average	7	Average	7.3	Average	5	Average	8	Average	8	Average	8.3	Average	6	Average	7
Overall Score		6.9	6.8	6.2	7.8	6.1	7.8	6.7	7.8								

8.3 Independent Member Of The CEO Recruitment Committee

Responsible Directorate:	Office of the Chief Executive Officer
Authority/Discretion:	Legislative
Voting Requirement:	Simple Majority
Attachments:	Nil
Refer:	Item 13.1.1 OCM 7.12.2021 Item 13.1.2 OCM 7.12.2021 Item 13.1.3 OCM 7.12.2021

SUMMARY

For the CEO Recruitment Committee to consider options for the appointment of the independent member to the CEO Recruitment Committee.

OFFICER'S RECOMMENDATION

That the CEO Recruitment Committee requests the appointed recruitment consultant provide a shortlist of potential independent members to the CEO Recruitment Committee by 18 January 2022.

BACKGROUND

At the Ordinary Council Meeting on 7 December 2021, Council considered a number of items of urgent business in relation to the resignation of the City's CEO, Mr Andrew Brien.

To begin the recruitment process, Council resolved the following:

“That Council:

- 1. *Establishes the CEO Recruitment Committee, comprising the following members:***
 - (a) The Mayor;***
 - (b) The Deputy Mayor;***
 - (c) One Elected Member from each Ward, being:***
 - i. Cr Steven Ostaszewskyj from Central Ward;***
 - ii. Cr Josh Eveson from North Ward;***
 - iii. Cr Elli Petersen-Pik from South Ward;***
 - iv. Nil from West Ward; and***
 - (d) One independent member, to be selected by the CEO Recruitment Committee.***
- 2. *Endorses the position description of the Chief Executive Officer as outlined in Attachment 3, noting it has been updated to reflect the current organisation structure.***
- 3. *Delegates authority to the CEO Recruitment Committee all powers necessary to enable the Committee to undertake all the administrative aspects of the recruitment process including:***
 - a) The recruitment of an independent member to the Committee; and***
 - b) Appointment of a professional recruitment consultant.”***

Council separately considered the appointment of an external recruitment consultant to coordinate the recruitment process and resolved as follows:

“That Council:

- 1. Requests the CEO undertake a request for quote process for the appointment of an professional recruitment consultant in relation to the recruitment of a new CEO; and***
- 2. Notes that the CEO Recruitment Committee has been granted delegated authority to assess and appoint an external recruitment consultant following the request for quote process.”***

The appointment of a professional recruitment consultant is the subject of a separate report to the CEO Recruitment Committee.

EXTERNAL CONSULTATION

Nil.

OFFICER'S COMMENTS

Council is required to establish a CEO Selection Panel in accordance with s 5.39A(1) of the *Local Government Act 1995 (WA)* (**the Act**), which requires that the panel comprise of Council members (the number of which must be determined by the local government) and at least 1 independent person (cl 8, Division 2 of the Regulations)

Clause 8, Division 2 of the Regulations as well as Council’s adopted Model Standards for CEO Recruitment, Performance and Termination provides that the independent member cannot be:

- A Council Member;
- An employee of the local government; or
- A human resources consultant engaged by the local government.

Since the introduction of legislation, it is noted that independent members to recruitment panels have been previous CEOs, or senior employees with knowledge of the role of CEOs in local governments. Examples of potential independent members provided by the Department include:

- Former Elected Members or former staff members of the Local Government;
- Former or current Elected Members (such as the Mayor or Shire President) or staff members of another local government;
- A prominent or highly regard member of the community; or
- A person with experience in the recruitment of CEOs and senior executives.

Given the considerable experience and exposure that the professional recruitment consultant will have in relation to appropriate and available independent members for CEO recruitment panels, it is recommended that they provide a shortlist of potential applicants for the Committee’s consideration. It is noted that the consultant will have a greater understanding of those who would be appropriate and/or available in the sector to sit on the CEO’s Recruitment Committee.

Council could alternatively request the CEO present a shortlist of potential independent members to the Committee, however as noted above the CEO may not be aware of those who are available and active in this space.

When the shortlist is presented to the Committee, regard will need to be given as to whether the Committee will provide reimbursement for expenses to the independent member and will need to take advice from the recruitment consultant on the most appropriate approach.

LEGISLATIVE COMPLIANCE

The appointment of an independent member is in accordance with clause 8, Division 2 of the *Local Government (Administration) Regulations 1996*.

RISK ASSESSMENT

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Officer's Recommendation	That the CEO Recruitment Committee requests the appointed recruitment consultant provide a shortlist of potential independent members to the CEO Recruitment Committee by 18 January 2022.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is recommended that the professional recruitment consultant provide a shortlist of potential independent members, given their experience and knowledge of CEO recruitment following the legislative amendments. This is considered a low risk in all risk categories.	

Option 2	That the CEO Recruitment Committee requests the CEO provide a shortlist of potential independent members to the CEO Recruitment Committee by 18 January 2022.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	Whilst the CEO could provide a list of potential independent members to the CEO Recruitment Committee, this may pose a reputation risk given that the CEO may not be fully aware of those available or active in the CEO recruitment space.	

FINANCIAL IMPLICATIONS

Whilst there are no financial implications at this stage, it is noted that the CEO Recruitment will need to consider whether reimbursement is provided to the independent member when the appointment is made.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance
 Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

CONCLUSION

Amendments were made to the *Local Government Act 1995 (WA)* and associated Regulations in 2019 to require an independent member be part of the CEO selection panel. It is recommended that the professional recruitment consultant provide a shortlist of potential independent members to the Committee for their consideration, given their experience and knowledge of those available in the sector to act as the Committee's independent member.

9 CONFIDENTIAL ITEMS

Responsible Directorate:	Office of the Chief Executive Officer
Authority/Discretion:	Executive/Strategic Legislative
Voting Requirement:	Simple Majority Required
Attachments:	Nil
Refer:	Item 13.1.1 OCM 7.12.2021 Item 13.1.2 OCM 7.12.2021 Item 13.1.3 OCM 7.12.2021

REASON FOR CONFIDENTIALITY

This is a CONFIDENTIAL REPORT in accordance with section 5.23(2) of the Local Government Act 1995 (WA), which permits the meeting to be closed to the public for the business relating to:

(a) A matter affecting an employee or employees

OFFICER'S RECOMMENDATION

That the recommendation as contained in the "Confidential Report" be adopted.

10 GENERAL BUSINESS

11 NEXT MEETING

To be advised.

12 CLOSURE