

# Special Council Meeting

Tuesday, 27 February 2018  
5.00pm

Council Chamber  
Level 9  
Council House  
27 St Georges Terrace, Perth WA  
6000



City of Perth

## Agenda

The purpose of the Special Council Meeting is for Council amend Council Policy 12.6 'Staff – Local Government Employees – Senior Employees' and to appoint an Acting Chief Executive Officer.

### ORDER OF BUSINESS AND INDEX

- 1 Prayer
- 2 Declaration of Opening
- 3 Apologies
- 4 Question Time for the Public
- 5 Members on Leave of Absence and Applications for Leave of Absence
- 6 Disclosure of Members' interests
- 7 Matters for which the meeting may be closed
- 8 Purpose of Meeting

On Saturday, 24 February 2018, the Acting Chief Executive Officer received a request from Deputy Lord Mayor Green, Crs Barton, Hasluck, Harley and Limnios to hold a Special Council Meeting. The Elected Members requested that Council hold a Special Council Meeting to address the following:

1. That Council Policy 12.6 be amended to state:

#### POLICY OBJECTIVE

To :

1. determine those employees that are considered to be suitably qualified to act in the position of Chief Executive Officer (Section 5.36(2)(b) of the Local Government Act 1995);
2. determine how the position of Chief Executive Officer will be filled on an acting basis as required; and
3. determine those employees that are designated as senior employees for the purposes of Section 5.37(1) of the Local Government Act 1995.

## POLICY STATEMENT

1. In accordance with Section 5.36(2)(b) of the Local Government Act 1995, all Directors employed by the City are considered to be suitably qualified to act in the position of Chief Executive Officer.
2. Where the Chief Executive Officer is to be absent from work for more than one business day, or at work but interstate or overseas, one of the City's Directors must be appointed to act in the position of Chief Executive Officer.
3. Where the period of absence of the Chief Executive Officer is for a period exceeding four consecutive weeks, the Council, shall determine which Director it wishes to appoint to act in the position of Chief Executive Officer.
4. Where the Chief Executive Officer appoints a Director to act in the position of Chief Executive Officer in accordance with point 2 above, the Chief Executive Officer must advise all Elected Members in writing which Director has been appointed and the period of appointment. For periods of pre-arranged leave the Chief Executive Officer must inform all Elected Members of the arrangements for Acting Chief Executive Officer as soon as practically possible.
5. Directors are designated as senior employees for the purposes of Section 5.37(1) of the Local Government Act 1995.
6. Notwithstanding clauses 1 to 5, Council reserves its right under the Local Government Act 1995 to appoint an Acting CEO, in the CEO's absence, for any period.
7. This is effective immediately.

2. That Council appoints \_\_\_\_\_ to the role of Acting Chief Executive Officer.

*Existing Council Policy 12.6 'Staff – Local Government Employees – Senior Employees' is attached for reference.*

*In accordance with s5.23(2)(a) of the Local Government Act 1995 the consideration of the appointment of the Acting Chief Executive Officer will need to be considered behind closed doors.*

9

Closure



**ROBERT MIANICH**  
**ACTING CHIEF EXECUTIVE OFFICER**

26 February 2018

**This meeting is open to members of the public**

Please convey apologies to Governance on 9461 3250  
or email [governance@cityofperth.wa.gov.au](mailto:governance@cityofperth.wa.gov.au)

## INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS

Welcome to this evening's Council meeting. This information is provided on matters which may affect members of the public. If you have any queries on procedural matters please contact a member of the City's staff in attendance tonight.

### Question Time for the Public

- An opportunity is available at Council meetings for members of the public to ask a question about any issue relating to the City. This time is available only for asking questions and not for making statements. Complex questions requiring research should be submitted as early as possible in order to allow the City sufficient time to prepare a response.
- The Presiding Person may nominate a Member or officer to answer the question and may also determine that any complex question requiring research be answered in writing. No debate or discussion is allowed to take place on any question or answer.
- To ask a question please write it on the white Question Sheet provided at the entrance to the Council Chamber and hand it to a staff member before the meeting begins. Alternatively questions can be forwarded to the City of Perth prior to 3.00pm on the day of the meeting, by:-
  - Letter: Addressed to GPO Box C120, Perth, 6839;
  - Email: [governance@cityofperth.wa.gov.au](mailto:governance@cityofperth.wa.gov.au).
- Question Sheets are also available on the City's web site: [www.perth.wa.gov.au](http://www.perth.wa.gov.au).

### Disclaimer

Members of the public should note that in any discussion regarding any planning or other application that any statement or intimation of approval made by any Member or officer of the City during the course of any meeting is not intended to be and is not to be taken as notice of approval from the City. No action should be taken on any item discussed at a Council meeting prior to written advice on the resolution of the Council being received.

Any plans or documents contained in this agenda may be subject to copyright law provisions (*Copyright Act 1968, as amended*) and the express permission of the copyright owner(s) should be sought prior to their reproduction.



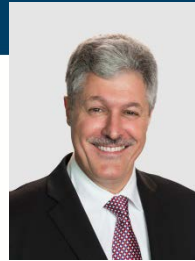
# Council Chambers Seating Layout



Manger Governance  
**Mark Ridgwell**



The Right Honourable  
the Lord Mayor  
**Ms Lisa-M. Scaffidi**



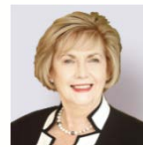
Acting Chief  
Executive Officer  
**Robert Mianich**



Director Community and  
Commercial Services  
**Rebecca Moore**



**Cr Steve Hasluck**



**Cr Janet Davidson**  
OAM JP



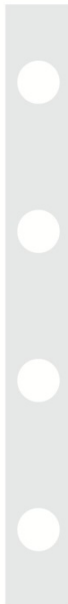
Personal Aide to  
the Lord Mayor  
**Paul Anastas**



Director Planning and  
Development  
**Erica Barrenger**



**Cr Reece Harley**



Deputy Lord Mayor  
**Jemma Green**



Director Construction  
and Maintenance  
**Paul Crosetta**



Manager  
Development Approvals  
**Margaret Smith**



**Cr Lexi Barton**



**Cr Lily Chen**



Acting Chief Executive  
Officer  
**Robert Mianich**



Director Economic  
Development and Activation  
**Annaliese Battista**



**Cr James Limnios**



**Cr Jim Adamos**



Acting Governance  
Coordinator  
**Siobhan Rippington**

Public Gallery

# EMERGENCY GUIDE

Council House, 27 St Georges Terrace, Perth



The City of Perth values the health and safety of its employees, tenants, contractors and visitors. The guide is designed for all occupants to be aware of the emergency procedures in place to help make an evacuation of the building safe and easy.

## BUILDING ALARMS

Alert Alarm and Evacuation Alarm.

### ALERT ALARM

**beep beep beep**

All Wardens to respond.

Other staff and visitors should remain where they are.



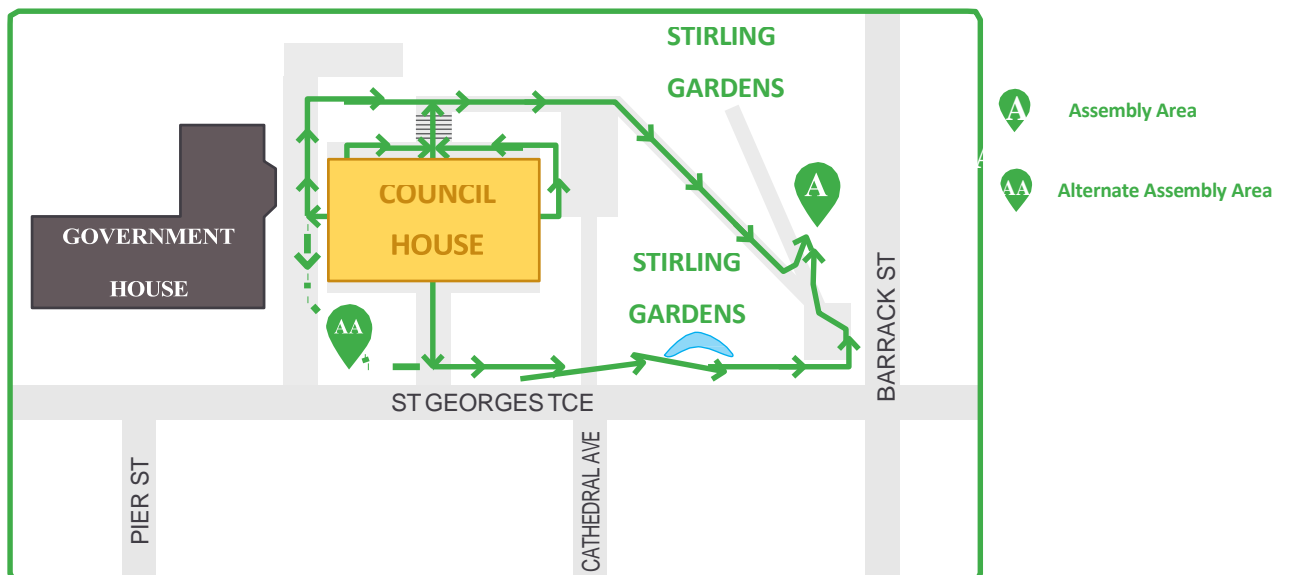
### EVACUATION ALARM / PROCEDURES

**whoop whoop whoop**

On hearing the Evacuation Alarm or on being instructed to evacuate:

1. Move to the floor assembly area as directed by your Warden.
2. People with impaired mobility (those who cannot use the stairs unaided) should report to the Floor Warden who will arrange for their safe evacuation.
3. When instructed to evacuate leave by the emergency exits. **Do not use the lifts.**
4. Remain calm. Move quietly and calmly to the assembly area in **Stirling Gardens** as shown on the map below. Visitors must remain in the company of City of Perth staff members at all times.
5. After hours, evacuate by the nearest emergency exit. **Do not use the lifts.**

#### EVACUATION ASSEMBLY AREA





# Council Policy Manual

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## CP12.6 Staff - Local Government Employees – Senior Employees

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### POLICY OBJECTIVE

To :

1. determine those employees that are considered to be suitably qualified to act in the position of Chief Executive Officer (Section 5.36(2)(b) of the Local Government Act 1995);
2. determine how the position of Chief Executive Officer will be filled on an acting basis as required; and
3. determine those employees that are designated as senior employees for the purposes of Section 5.37(1) of the Local Government Act 1995.

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### POLICY STATEMENT

1. In accordance with Section 5.36(2)(b) of the Local Government Act 1995, all Directors employed by the City are considered to be suitably qualified to act in the position of Chief Executive Officer.
2. Where the Chief Executive Officer is to be absent from work, or at work but interstate or overseas, for a period in excess of five consecutive working days, one of the City's Directors shall be appointed to act in the position of Chief Executive Officer .
3. Where the period of absence of the Chief Executive Officer is for a period exceeding five consecutive days but not greater than four consecutive weeks, the Chief Executive Officer shall be authorised to appoint one of the City's Directors to act in the position of Chief Executive Officer.
4. Where the period of absence of the Chief Executive Officer is for a period exceeding four consecutive weeks, the Council, on advice from the Chief Executive Officer, shall determine which Director it wishes to appoint to act in the position of Chief Executive Officer.
5. Where the Chief Executive Officer appoints a Director to act in the position of Chief Executive Officer in accordance with point 3 above, each Director shall be provided with equitable opportunity to act in the role. To this extent, the opportunity to act



# Council Policy Manual

## CP12.6 Staff - Local Government Employees – Senior Employees

in the position of Chief Executive Officer shall be rotated as equitably as possible between the Directors.

6. Where the Chief Executive Officer appoints a Director to act in the position of Chief Executive Officer in accordance with point 3 above, the Chief Executive Officer is to advise all Elected Members in writing of which Director has been appointed and the period to which the appointment relates.
  
7. Directors are designated as senior employees for the purposes of Section 5.37(1) of the *Local Government Act 1995*.

<b>Document Control Box</b>							
<b>Document Responsibilities:</b>							
<b>Custodian Unit:</b>	Governance						
<b>Decision Maker:</b>	Council						
<b>Compliance Requirements:</b>							
<b>Legislation:</b>	Sections 5.37 and 5.36 of the <i>Local Government Act 1995</i>						
<b>Industry:</b>	n/a						
<b>Organisational:</b>	n/a						
<b>Document Management:</b>							
<b>Risk Rating:</b>	Medium	<b>Review Frequency:</b>	Two years	<b>Next Due:</b>	2019	<b>TRIM Ref:</b>	75522/04
<b>Version #</b>	<b>Decision Reference:</b>		<b>Synopsis:</b>				
1.	OCM 16/02/2010 (88/10)		Previously Policy No. 12.6 – Staff – Senior Employees – Selection, Appointment and Dismissal)				
2.	OCM 03/02/15 (36/15)		Update to Senior Employee titles				
3.	Admin update 10/08/15		Update to Senior Employee titles – 7c and d				
4.	OCM 19/12/17 (Item 13.19)		Update to positions deemed senior employees				