

Shire of Cocos (Keeling) Islands

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Minutes

CEO Recruitment and Selection Committee Meeting

**Monday 8 March 2021, 10.30am (CKI time)
11.00am (CI time) 12.00pm (Perth WST)**

Via Video Conferencing Platform

Council Chambers, Home Island

OUR VALUES

Service

Provide the best service we can.

We serve the community and each other.

Accountability

We take responsibility for our own actions.

We do what we say we will do.

Mistakes are an opportunity to learn.

Support

We support our team and our community.

Look for opportunities to help each other.

Respect

We respect and value others.

Our interactions are always respectful towards others.

Integrity

We will be honest and transparent with all our dealings.

Maintain confidentiality.

Trust each other.

Achievement

Being proactive and enabling the outcomes.

Be creative and think outside the square.

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1. OPENING

The presiding member declared the meeting open at 10.40am.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Members:	Cr A Minkom Cr S Iku Cr S Charlston Cr M Hamiril
Independent Member:	Jadranka Matijas
Recruitment Consultant:	Lydia Highfield
Public:	Nil
Visitors:	Nil
Apologies:	Nil

3. DECLARATION OF INTERESTS

Members of the Committee are bound by the provisions of *the Local Government Act 1995, Section 5.65* with respect to disclosure of financial, impartiality or proximity interests.

Name	Item No.	Interest	Nature
NIL			

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Minutes of the Meeting of the CEO Recruitment and Selection Committee held on 10 February 2021 as attached.

COMMITTEE DECISION – ITEM NO 4

MOVED: CR HAMIRIL SECONDED: CR MINKOM

THAT THE COMMITTEE BY SIMPLE MAJORITY PURSUANT TO SECTION 3.18 OF *THE LOCAL GOVERNMENT ACT (WA) (CKI) 1995* RESOLVES TO RECEIVE THE MINUTES OF THE CEO RECRUITMENT AND SELECTION COMMITTEE HELD ON THE 10 FEBRUARY 2021.

THE MOTION WAS PUT AND DECLARED CARRIED (5/0)

For: Charlston, Hamiril, Minkom, Iku, Matijas

Against: Nil

5. REPORTS

5.1 SHORTLISTING APPLICANTS FOR INTERVIEW

Report Information

Date: 4 March 2021
Disclosure of Interest: Nil
Report Prepared by: Lydia Highfield
Attachments: Applications received for position of CEO

Report Purpose

To consider all applications received for the position of CEO for the Shire of Cocos (Keeling) Islands and to develop a shortlist for interviews.

Relevant Documents

Available for viewing at the meeting

Nil

Background

Advertising for the position of CEO for the Shire commenced on Saturday 13 February and concluded on Monday 1 March 2021. The position was advertised statewide in compliance with R18.A of the *Local Government (Administration) Regulations 1996*.

All applications have been provided to all members of this Committee for review.

COMMITTEE DECISION – ITEM NO 5.1

MOVED: MATIJAS SECONDED: CR IKU

- 1. RECOMMENDATION THAT APPLICANTS 9,13,29 AND 36 BE INVITED TO INTERVIEW FOR COCOS ISLANDS SHIRE CEO POSITION.**
- 2. RECRUITMENT CONSULTANT HAS BEEN DIRECTED TO DRAFT INTERVIEW QUESTIONS AND ORGANISE INTERVIEWS.**

THE MOTION WAS PUT AND DECLARED CARRIED (5/0)

For: Charlston, Hamiril, Minkom, Iku, Matijas

Against: Nil

7. CLOSURE OF BUSINESS

The Presiding member declared the meeting closed at 11.10am.

These minutes were confirmed at a meeting on

SIGNED this day of 2021

as a true record of proceedings.

PRESIDING MEMBER