



Town of Cottesloe

I hereby certify that the minutes of the Special Council meeting held
on

Friday, 14 March 2025

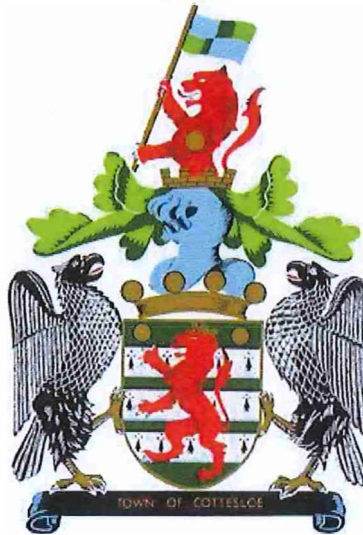
were confirmed as a true and accurate record by Council resolution.

Signed: *Donnaie J*

Presiding Member

Date: 25 March 2025

TOWN OF COTTESLOE



SPECIAL COUNCIL MEETING CONFIRMED MINUTES

SPECIAL COUNCIL MEETING
HELD IN THE
Council Chambers, Cottesloe Civic Centre
109 Broome Street, Cottesloe
5:00 PM Friday, 14 March 2025

A stylized, handwritten signature in black ink, consisting of a large, sweeping 'S' shape followed by a horizontal line.

WILLIAM MATTHEW SCOTT
Chief Executive Officer

19 March 2025

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Agenda and minutes are available on the Town's website www.cottesloe.wa.gov.au

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1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member announced the meeting opened at 5pm.

I would like to begin by acknowledging the Whadjuk Nyoongar people, Traditional Custodians of the land on which we meet today, and pay my respects to their Elders past and present. I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

2 DISCLAIMER

The Presiding Member drew attention to the Town's Disclaimer.

3 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The Presiding Member announced that the meeting is being recorded, solely for the purpose of confirming the correctness of the Minutes.

4 PUBLIC QUESTION TIME**4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

4.2 PUBLIC QUESTIONS

Nil

5 PUBLIC STATEMENT TIME

Nil

6 ATTENDANCE**Elected Members**

Mayor Lorraine Young
Cr Helen Sadler
Cr Melissa Harkins
Cr Chilla Bulbeck
Cr Katy Mason
Cr Jeffrey Irvine
Cr Sonja Heath

Officers

Mr William Matthew Scott	Chief Executive Officer
Ms Jacquelyne Pilkington	Governance & Executive Office Coordinator
Ms Magdalena Domanska	Executive Services Officer

6.1 APOLOGIES

Cr Michael Thomas

Officers Apologies

Nil

6.2 APPROVED LEAVE OF ABSENCE

Cr Brad Wylynko

6.3 APPLICATIONS FOR LEAVE OF ABSENCE

SCM019/2025

Moved Cr Sadler

Seconded Cr Heath

That Cr Bulbeck be granted a leave of absence from 17 March to 16 May 2025.

Carried 7/0

7 DECLARATION OF INTERESTS

Chief Executive Officer declared a FINANCIAL INTEREST in item 12.1.1 by virtue "as this matter will impact on my employment contract"

8 PRESENTATIONS**8.1 PETITIONS**

Nil

8.2 PRESENTATIONS

Nil

8.3 DEPUTATIONS

Nil

9 REPORTS**9.1 REPORTS OF OFFICERS****10 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING BY:**11.1 ELECTED MEMBERS****11.2 OFFICERS****12 MEETING CLOSED TO PUBLIC****12.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

SCM020/2025

MOTION FOR BEHIND CLOSED DOORS**Moved Mayor Young Seconded Cr Mason**

That, in accordance with Section 5.23(2) (a), Council discuss the confidential reports behind closed doors.

Carried 7/0**For: Mayor Young, Crs Sadler, Harkins, Bulbeck, Mason, Irvine and Heath****Against: Nil**

The public and members of the media were requested to leave the meeting at 5:03 pm

The Presiding Member requested the recording equipment to be deactivated when going behind closed doors.

Chief Executive Officer left the meeting at 5:03 pm and did not return.

Executive Services Officer left the meeting at 5:03 pm

12.1.1 CONFIDENTIAL EMPLOYEE MATTER

This item is considered confidential in accordance with the *Local Government Act 1995* section 5.23(2) (a) as it contains information relating to a matter affecting an employee or employees.

SCM021/2025

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION**Moved Cr Sadler Seconded Cr Bulbeck****THAT Council by absolute majority:**

- 1. APPROVES and is satisfied with the provisions of the proposed Chief Executive Officer (CEO) employment contract, as circulated to Elected Members, which is in**

accordance with Band 3 of the Local Government Chief Executive Officers and Elected Members Determination No. 1 of 2024;

2. APPROVES the making of an offer to the preferred candidate (identified in resolution OCM 16/2025) for the position of CEO at the Town of Cottesloe and Council is satisfied that the preferred candidate is suitably qualified for the position of CEO;
3. AUTHORISES the Mayor to:
 - a. PRESENT the proposed CEO employment contract to the preferred candidate and if the preferred candidate negotiates the proposed CEO employment contract on different terms under clause 12 of Schedule 2 of the Local Government (Administration) Regulations 1996, the negotiated proposed CEO employment contract will be presented to Council for approval before execution.
 - b. EXECUTE, on acceptance of the proposed CEO employment contract or approval by Council of any negotiated CEO employment contract, the employment contract in accordance with Section 9.49A(1)(a) of the Local Government Act 1995.
4. NOTES that, subject to the execution of the CEO employment contract the preferred candidate is appointed to the position of CEO at the Town of Cottesloe;
5. AUTHORISES the Mayor to disclose the name and commencement date of the new CEO once the employment contract has been executed; and
6. APPROVES the early termination of the current CEO, Mr William Matthew Scott, employment contract in accordance with the terms and conditions of his employment contract, subject to the commencement date of the new CEO.

Carried by Absolute Majority 7/0

For: Mayor Young, Crs Sadler, Harkins, Bulbeck, Mason, Irvine and Heath

Against: Nil

MOTION FOR RETURN FROM BEHIND CLOSED DOORS

In accordance with Section 5.23 that the meeting be re-opened to members of the public and media, and motions passed behind closed doors be read out if there are any public present.

The meeting was re-opened to the public at 5:07 pm, however no members of the public or media were in attendance.

Executive Services Officer returned to the meeting at 5:07 pm

The Presiding Member requested the recording equipment to be reactivated after coming out of closed doors.

12.2 PUBLIC READING OF RECOMMENDATIONS THAT MAY BE MADE PUBLIC

12.1.1 CONFIDENTIAL EMPLOYEE MATTER

The resolution for item 12.1.1 was read aloud.

13 MEETING CLOSURE

The Presiding Member announced the closure of the meeting at 5:11 pm.