

DISTRICT COUNCIL OF GRANT

ORDINARY MEETING OF COUNCIL HELD – 19 MARCH 2018

REFER ITEM NUMBER 18046.3 FILE 12.70.1/2

18046 – CONFIDENTIAL ITEMS

3. Recruitment of Chief Executive Officer – Human Resources Selection – Late Agenda Item [12.70.1/2]
 1. Moved Cr Little that:
 1. Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except JF Fetherstonhaugh (Deputy Chief Executive Officer), LF McEvoy (Director Environmental Services), SJ McIntosh (Asset Management Coordinator), DM Hutchesson (Executive Support Governance) and JA O’Hehir (Executive Support Officer), be excluded from attendance at the meeting for Late Agenda Item – CEO Recruitment – HR Consultant Selection.
 2. The Council is satisfied that, pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information.
 3. In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because such disclosure to the public may compromise tender negotiation processes and outcomes.

Seconded Cr Hill CARRIED
 2. Moved Cr Hill that the consultancy firm Hender Consulting be contracted to undertake the recruitment process of the Chief Executive Officer at a total cost of \$15,000. Mayor Sage will negotiate and inform Elected Members of the outcome prior to awarding the contract. The process to commence as soon as possible.

Seconded Cr Saunders CARRIED
 3. Moved Cr Clayfield that:
 1. Having considered Late Agenda Item – CEO Recruitment – HR Consultant Selection in confidence under section 90(2) and (3)(d) of the Local Government Act 1999, the Council, pursuant to section 91(7) of that Act orders that the documents and minutes relevant to Agenda Item 16.1.1 be retained in confidence until a tender is awarded and formally notified.

2. Council delegates to the Chief Executive Officer, pursuant to Section 91(9)(c) of the Local Government Act 1999, the power, at his discretion, to revoke the order made by Council under Section 91(7) and (9) of the Act at part (1) of this resolution at any time prior to the expiration of the period of the order specified therein.

Seconded Cr Slarks

CARRIED

PURPOSE OF REPORT:

To exclude the public from attendance at so much of a meeting as it is necessary to receive, discuss or consider in confidence any information or matter listed, as per Section 90 of the Local Government Act 1999.

1. *Moved Cr _____ that:*

1. *Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except SJ McIntosh (Asset Management Coordinator), DM Hutchesson (Executive Support Governance) and JA O’Hehir (Executive Support Officer), be excluded from attendance at the meeting for Agenda Item XXX – CEO Recruitment – HR Consultant Selection.*
2. *The Council is satisfied that, pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information.*
3. *In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because such disclosure to the public may compromise tender negotiation processes and outcomes.*

Seconded Cr _____

1.1.1 CEO Recruitment – HR Consultant Selection	
MEETING DATE:	19 March 2018
AUTHOR:	Steph McIntosh, Asset Management Coordinator
RESPONSIBLE OFFICER:	Trevor Smart, Chief Executive Officer
PREVIOUS MEETING:	13 March 2018
REFERENCES:	18035.1
FILE NO:	12.70.1/2
ATTACHMENTS:	<ul style="list-style-type: none"> • Council Resolution 18035.1 13 March 2018 • Copy of Submissions Received
IN CONFIDENCE:	Yes
POLICY REFERENCE:	There are no known policy requirements related to this item.
LEGISLATIVE REFERENCE:	Section 98, Local Government Act 1999
STRATEGIC MANAGEMENT PLAN REFERENCE:	Goal: Strong Leadership, Management, and Delivery of Transparent Council Services
	Outcome:
	Strategy:
FINANCIAL CONSIDERATIONS:	Budget: Nil
	Actual (YTD): Legal Advice
	Budget Variation Required: Yes
CONSULTATION UNDERTAKEN:	Nil

PURPOSE OF REPORT:

To consider proposals from Human Resource Consultants to assist Council in the recruitment of a new Chief Executive Officer.

BACKGROUND:

On 22 February 2018 Mr Trevor Smart, CEO, advised Mayor Sage and the Elected Members of his resignation.

At a Special Meeting of Council on Monday 26 February 2018 Council resolved:

Moved Cr Kuhl that Council seek proposals from suitable recruitment agencies for the recruitment of Chief Executive Officer for District Council of Grant, with Mayor Sage to be primary contact person.

Seconded Cr Clayfield

CARRIED

COMMENT:

Subsequent to the above motion, Council officer's prepared and provided a Request for Quotation (RfQ) with RfQ's emailed to seven HR Consultants on 2 March 2018, with a closing date of 4pm Friday 16 March 2018.

A summary of the six proposals received are as follows:

Respondent	Conformance with RfQ	Professional Fee	Advertising	Travel	Psychometric Testing
AME	Yes	\$8,000	Additional cost – refer to proposal	Included in Professional Fee	Additional cost of \$595 per candidate.
Axia People	Yes	\$14,000	Additional cost – refer to proposal	All air travel to Mount Gambier will be on-charged at cost.	No additional cost for shortlisted candidates.
Hender Consulting	Yes	\$13,800	Additional cost – refer to proposal	One return trip to Mount Gambier included. Additional travel on-charged.	No additional cost for preferred candidate.
Latitude Recruitment	Yes	\$24,700 <i>(13% of Total Salary Package estimated at \$190k)</i>	Additional cost - refer to proposal	Additional cost – refer to proposal	Not specified.
McArthur Consulting	Yes	\$12,000	Included – refer to proposal for additional options.	Not specified.	No additional cost for shortlisted candidates.
Morton Philips	Yes	\$10,000	Additional cost – refer to proposal	Additional cost – refer to proposal	Additional cost of \$850 per candidate.

Stillwell Management Consultants did not submit a proposal.

Copies of all submissions are attached for Members information.

STAFF RECOMMENDATION:

That:-

- 1. The report be received and noted;***
- 2.***

2. Moved Cr _____ that:

1. *Having considered Agenda Item XXX – CEO Recruitment – HR Consultant Selection in confidence under section 90(2) and (3)(d) of the Local Government Act 1999, the Council, pursuant to section 91(7) of that Act orders that the documents and minutes relevant to Agenda Item 16.1.1 be retained in confidence until a tender is awarded and formally notified.*
2. *Council delegates to the Chief Executive Officer, pursuant to Section 91(9)(c) of the Local Government Act 1999, the power, at his discretion, to revoke the order made by Council under Section 91(7) and (9) of the Act at part (1) of this resolution at any time prior to the expiration of the period of the order specified therein.*

Seconded Cr _____