

# DISTRICT COUNCIL OF GRANT

## ORDINARY MEETING OF COUNCIL HELD – 21 MAY 2018

REFER ITEM NUMBER      18077.1                      FILE              12.70.1/2

---

### 18077 – CONFIDENTIAL ITEMS

1. Recruitment of Chief Executive Officer - [12.70.1/2] Late Item

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, GK Maxwell (Acting Chief Executive Officer), be excluded from attendance at the meeting for Late Agenda Item – Recruitment of Chief Executive Officer.
2. The Council is satisfied that, pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to the Late Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being the applicants for the position of Chief Executive Officer.
3. 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 the negotiation processes and outcomes.

Seconded Cr Clayfield

CARRIED

2. Moved Cr Reis that:

1. Council note Mayor Sage's verbal report regarding the recruitment process of the Chief Executive Officer;
2. Hender Consulting be contacted to advise that David Singe is Council's preferred candidate;
3. Council endorses progressing the recruitment process with the preferred candidate by conducting a face-to-face between all elected members and the candidate at a closed forum in the Chamber on Thursday 24 May 2018 commencing at 5.30pm; and
4. A Special Council meeting be conducted (immediately thereafter) on Thursday, 24 May 2018 commencing at 6.30pm to ratify the next steps in the recruitment process.

Seconded Cr Clayfield

CARRIED

3. Moved Cr Slarks that:

1. Having considered the Late Agenda Item Recruitment of the Chief Executive Officer in confidence under section 90(2) and (3)(a) of the Local Government Act 1999, the Council, pursuant to section 91(7) of that Act orders that the documents and minutes relevant to the Late Agenda Item be retained in confidence until the appointment of the Chief Executive Officer has been made and that this order be reviewed every 12 months.
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 Collins

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, GK Maxwell (Acting Chief Executive Officer), be excluded from attendance at the meeting for Late Agenda Item – Recruitment of Chief Executive Officer.*
    2. *The Council is satisfied that, pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to the Late Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being the applicants for the position of Chief Executive Officer.*
    3. *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 the negotiation processes and outcomes.*
- Seconded Cr \_\_\_\_\_*

1.1.1 Recruitment of Chief Executive Officer	
<b>MEETING DATE:</b>	21 May 2018
<b>AUTHOR:</b>	Graeme Maxwell, Acting Chief Executive Officer
<b>RESPONSIBLE PERSON:</b>	Mayor Richard Sage
<b>PREVIOUS MEETING:</b>	
<b>REFERENCES:</b>	Nil
<b>FILE NO:</b>	12.70.1/2
<b>ATTACHMENTS:</b>	•
<b>IN CONFIDENCE:</b>	Yes
<b>POLICY REFERENCE:</b>	There are no known policy requirements related to this item.
<b>LEGISLATIVE REFERENCE:</b>	Section 102, Local Government Act 1999
<b>STRATEGIC MANAGEMENT PLAN REFERENCE:</b>	Goal 4: Strong Leadership, Management, and Delivery of Transparent Council Services
	Outcome:
	Strategy:
<b>FINANCIAL CONSIDERATIONS:</b>	Budget: (as per below)
	Actual (YTD): \$
	Budget Variation Required: May be required
<b>CONSULTATION UNDERTAKEN:</b>	Nil

**PURPOSE OF REPORT:**

For Council to be updated on the recruitment process of the Chief Executive Officer.

**BACKGROUND:**

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

On 19 March 2018 Council resolved:

*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.*

On 23 April 2018 Council resolved:

*That Council confirm the appointment of Mayor Sage, Cr Clayfield, Cr Reis and Cr Kuhl as the membership of the Chief Executive Officer Recruitment Panel.*

The Panel met on 26 April 2018 and 2 May 2018 to progress the short-listing process on Candidates.

On 8 May 2018 the panel conducted interviews for the Chief Executive Officer position.

Mayor Sage will provide a verbal update and table documentation in relation to the recruitment process at the meeting of 21 May 2018.

**STAFF RECOMMENDATION:**

***That Council:***

- 1. Note Mayor Sage's verbal report regarding the recruitment process of the Chief Executive Officer.***
- 2. Endorse progressing the recruitment process with the preferred candidate and conduct a face-to-face between all Elected Members and the candidate at a closed forum in the Chamber on Thursday 24 May 2018 commencing at 5.30pm.***

2. Moved Cr \_\_\_\_\_ that:
1. *That having considered Late Agenda Item Recruitment of the Chief Executive Officer in confidence under section 90(2) and (3)(a) of the Local Government Act 1999, the Council, pursuant to section 91(7) of that Act orders that the that the documents and minutes relevant to the Late Agenda Item be retained in confidence until the appointment of Chief Executive Officer has been made and that this order be reviewed every 12 months.*
  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 \_\_\_\_\_