

**DISTRICT COUNCIL OF GRANT**

**ORDINARY MEETING OF COUNCIL HELD – 3 JUNE 2019**

**REFER ITEM NUMBER      19075.2                      FILE      12.70.1/3**

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**19075 – OTHER BUSINESS**

2. Chief Executive Officer Recruitment - [12.70.1/3] Item 16.1.1  
Council was provided with an update regarding the recruitment process of the Chief Executive Officer.

Moved Cr Little that Council note the Chief Executive Officer Recruitment update.  
Seconded Cr Clayfield CARRIED

**15. CONFIDENTIAL ITEMS**

**16. CONFIDENTIAL ITEMS**

**16.1 Chief Executive Officer Recruitment – [12.70.1/3]**

**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, JF Fetherstonhaugh (Acting Chief Executive Officer), LJ McEvoy (Director of Environmental Services), AA Schutz (Works Manager), KM Gilmore (Governance Officer) and JA O’Hehir (Executive Assistant), be excluded from attendance at the meeting for Agenda Item 16.1.1 – Chief Executive Officer Recruitment.*
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 this 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).*
3. *In addition, the disclosure of this information, 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 the Chief Executive Officer Recruitment process and outcome.*

*Seconded Cr \_\_\_\_\_*

<b>16.1.1 Chief Executive Officer Recruitment</b>	
<b>MEETING DATE:</b>	20 May 2019
<b>AUTHOR:</b>	Cr Jody Elliott
<b>RESPONSIBLE PERSON:</b>	Jane Fetherstonhaugh, Acting CEO
<b>PREVIOUS MEETING:</b>	
<b>REFERENCES:</b>	Nil
<b>FILE NO:</b>	12.70.1/3
<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 98, 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: \$TBA
	Actual (YTD): \$
	Budget Variation Required: Yes
<b>CONSULTATION UNDERTAKEN:</b>	Nil

**PURPOSE OF REPORT:**

To update Council on the Chief Executive Officer recruitment process.

**BACKGROUND:**

Following the termination of the Chief Executive Officer, Mr David Singe, on 17 April 2019, it was resolved at the Ordinary Council Meeting of 6 May 2019 that:

*Cr Elliott to prepare a Chief Executive Officer Recruitment Proposal for Council discussion and approval for the Ordinary Council Meeting of Monday 20 May 2019. Cr Elliott will review and revise the Terms of Reference prepared for the previous Chief Executive Officer appointment, for the proposed recruitment process.*

*Through the Manager Organisational Development, Cr Elliott to liaise with Hender Consulting with the aim to negotiate support services at no charge.*

At the Ordinary meeting of Council on Monday 20 May 2019, Council resolved that:

1. *The verbal update on the Chief Executive Officer Recruitment process be received and noted.*
2. *Council endorse the attached Terms of Reference for the establishment of a Chief Executive Officer Recruitment Panel.*
3. *Council confirm the appointment of Mayor Sage, Cr Elliott, Cr Kuhl and Cr Boston as the membership of the Chief Executive Officer Recruitment Panel.*

**COMMENT:**

Advertising for the Chief Executive Officer vacancy will occur as follows:

The Adelaide Advertiser on Saturday 1 June 2019 and Saturday 8 June 2019.  
SEEK from Saturday 1 June 2019 to Sunday 16 June 2019.

The following process has been agreed with Hender Consulting in line with their replacement guarantee clause:

- The adverts will be placed by Hender, utilising their advance-purchase discount.
- Hender will receive, collate and forward all applications and provide any commentary on known candidates.
- Hender will advise unsuccessful candidates, once screened by the Chief Executive Officer Recruitment Panel.
- Hender will coordinate and conduct psychometric testing and qualification checks for shortlisted candidates.
- Hender has provided all selection documentation from the previous recruitment process, including interview questions.

The above will be done at no cost, except for the direct cost of advertising, expected to be circa \$5,500 – 6,500. Pending the shortlist outcomes, other costs incurred may be candidate travel and/or video conferencing for interviews.

**STAFF RECOMMENDATION:**

***That Council note the Chief Executive Officer Recruitment update.***

2. Moved Cr \_\_\_\_\_ that:

1. *Having considered Agenda Item 16.1.1 - Chief Executive Officer Recruitment 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 verbal update relevant to Agenda Item 5.1.1 be retained in confidence until a Chief Executive Officer has been appointed.*
2. *Council delegates to the Acting 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 \_\_\_\_\_