



**CONFIDENTIAL SPECIAL COUNCIL
MEETING**

CONFIDENTIAL MATTERS

3.1	CEO Recruitment (Attachment)	4
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Released 27 July 2021

3.1 CEO RECRUITMENT

Contact Person: Ms Susie Reichstein

Why is this matter confidential?

Subject to an order pursuant to Section 90 (3) (a) of the Local Government Act 1999, this matter is confidential because it contains information which relates to the personal details of individuals that have applied for the position of Chief Executive Officer.

A. COUNCIL/COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE

No action – this motion passed in the open section.

B. THE BUSINESS MATTER

3.1 CEO RECRUITMENT

Responsible Executive Manager : Ms Rosemary Munslow

Report Author : Ms Susie Reichstein

Delegated Authority : Matters which cannot be delegated to a Committee or Staff.

Attachments : 1 [↓](#). Report and candidate information packs from LGASA
Recruitment provided under separate cover

PURPOSE

For Council to receive presentations from the shortlisted candidates that have applied for the position of Chief Executive Officer (CEO) and consider the applicants for the position.

STAFF RECOMMENDATION

For the Council to determine.

EXECUTIVE SUMMARY

Following the vacancy of the CEO position in late 2018, Council commenced a recruitment and selection process in March 2019.

The Chief Executive Officer Review Committee has met with Local Government Association SA (LGASA) Recruitment (recruitment agency) on a number of occasions over the past months regarding the recruitment and selection of the CEO. The Committee have interviewed a number of applicants and shortlisted four candidates to present to Council for consideration for the position of CEO.

1. BACKGROUND

The Chief Executive Officer (CEO) position became vacant on the 6 December 2018.

Council established the Chief Executive Officer Review Committee (Committee) on 26 February 2019, post the November Local Government Elections, including the endorsement of the Charter that included the role of the Committee to perform the function of the selection panel when recruiting a CEO. Council endorsed the commencement of the recruitment process at the Council meeting of 26 March 2019.

On the 8 April 2019 the Committee endorsed a tender scope to go out to the open market for services to assist the Council in recruiting a new CEO and the Committee considered the tender submissions at the meeting of 13 May 2019.

The Committee met again on the 27 May 2019 and after evaluating the submissions received for recruitment agency services, resolved to engage LGASA Recruitment. The Committee held an initial workshop to identify the attributes of a CEO and define the scope for the recruitment with LGASA Recruitment on 13 June 2019.

Following the workshop, the position of CEO was advertised and LGASA Recruitment managed the receipt of applications and the initial shortlisting and phone interviews with candidates. LGASA Recruitment provided detailed information to the Committee regarding the first round of shortlisted applications on the 29 August 2019. The Committee further shortlisted to six candidates to proceed in the process.

Interviews with the six shortlisted candidates were undertaken by the Committee on 2 and 4 September 2019. The Committee shortlisted four candidates to proceed further in the process and to present to Council for consideration.

2. RELEVANCE TO STRATEGIC PLAN

1: Smart Service Delivery Program

Outcome 1.1 High quality services and amenities

The efficient and effective process of recruiting a new CEO ensures that the Strategic Plan can continue to be delivered.

3. PUBLIC CONSULTATION

There is no requirement to consult with the public on this matter.

4. DISCUSSION

Report and candidate information packs have been provided under separate cover from LGASA Recruitment.

5. OPTIONS

Recommendation

For the Council to determine.

Placeholder for Attachment 1

CEO Recruitment

Report and candidate information packs from LGASA
Recruitment provided under separate cover

C. COUNCIL/COMMITTEE TO DECIDE HOW LONG ITEM 3.1 IS TO BE KEPT IN CONFIDENCE**Purpose**

To resolve how long agenda item 3.1 is to be kept confidential.

STAFF RECOMMENDATION

Pursuant to Section 90(2) and Section 91(7) of the Local Government Act 1999, the Council orders that the following aspects of Item 3.1 be kept confidential in accordance with Council's reasons to deal with this item in confidence pursuant to Section 90 (3) (a) of the Local Government Act 1999:

- Report for Item 3.1
- Report and Candidate information packs from LGASA Recruitment for Item 3.1
- Minutes for Item 3.1

This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the Local Government Act 1999.