

CEO Recruitment

Report Reference: RSC210202F01

Moved Councillor Duncan, Seconded Councillor Gard

That pursuant to Section 90(2) and (3)(a) of the Local Government Act, 1999 the Committee orders that all persons present, with the exception of Chief Executive Officer, Manager People and Culture, be excluded from the meeting as the Committee receives and considers information relating to the recruitment of the Chief Executive Officer, upon the basis that the Committee is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential, given the information relates to the recruitment of the Chief Executive Officer.

CARRIED UNANIMOUSLY

6.25pm the meeting went into confidence

- Agreement Adrian Skull to be involved in the 1st interviews
 - Discussion regarding the recruitment process and timeline
 - Agreement to have a legal review of the draft employment contract
 - o Recommend to Council for the initial term to be 3 years (negotiable)
 - Discussion regarding the value to psychometric testing, general agreement they are of value, to be determined at short-list and conducted after the 1st interview
 - Discussion regarding recruitment agencies
 - o National reach considered
 - Advertising: national paper, Seek, Financial Review, LinkedIn, LG publication
 - o Administration to obtain costs to be able to advise Council 9 February 2021
 - Position Description and job advertisement, including the personal attributes discussed at the Elected Member planning day
 - Remuneration Package \$300,000 negotiable
 - Administration to prepare a scoring card of qualities the panel is looking for (to be available prior to the 1st interviews), based on Elected Member input at the January planning day. The panel will determine weightings against the qualities.
 - Possible acting arrangements after Adrian leaves and before the new CEO starts were discussed
 - o In the event a GM applies for the role, view was they should not act in the role
 - o Could consider an SLT manager
 - o Approach the LGA as an external option
- Determine at short-listing stage, once it is known who has applied for the role

Moved Councillor Gard, Seconded Councillor Duncan

That the Review and Selection Committee recommend to Council:

1. The appointment of McArthur as the preferred recruitment agency to undertake the CEO recruitment, Executive Search option with the addition of reference checking at a cost of \$12,000.
2. Adopts the CEO recruitment process and timeline
3. Adopts advertising budget to include a national paper, Seek, Financial Review, LinkedIn, Local Government network
4. For the initial employment contract term to be 3 years (negotiable)
5. The appointment of the following to be on the initial recruitment panel
 1. Mayor Hanna
 2. Councillor Gard
 3. Councillor Duncan
 4. Adrian Skull

CONFIDENTIAL

6. In accordance with Section 91(7) and (9) of the Local Government Act 1999, orders that this report, the attachments to this report, and any minutes arising from this report having been considered in confidence under Section 90 (2) and (3)(a) and (d)(i) and (ii) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2021.

CARRIED UNANIMOUSLY

7.33pm the meeting came out of confidence