

3.4. Consideration for Exclusion of the Public

Item No. 3.5

Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public (with the exception of Mayor L Martin, Councillors – Cr Sonya Meziniec, Cr Kate Amoroso, Cr Ben Hood, Cr Frank Morello, Cr Paul Jenner and Cr Steven Perryman, Cr Christian Greco and Cr Max Bruins be excluded from attendance at the meeting in order for the receipt, discussion and consideration in confidence of Agenda Item 3.5 '*CEO Selection and Recruitment Committee*' Report No. AR19/12104.

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 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).

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 the information to be received and discussed relate to the disclosure of Councils deliberations in this matter would involve the unreasonable disclosure of personal information of the persons the subject of the matter.

| Item No. | Subject Matter | S90(3) Grounds |
|----------|--|----------------|
| 3.5 | ' <i>CEO Selection and Recruitment Committee</i> ' Report No. AR19/12104 | (a) |

Moved:

Seconded:



IN-CONFIDENCE

3.5. CEO Selection and Recruitment Committee - Report No. AR19/12104

| | |
|---------------------------------|--|
| COMMITTEE | Council |
| MEETING DATE: | 18 March 2019 |
| REPORT NO. | AR19/12104 |
| RM8 REFERENCE | AF18/854 |
| AUTHOR | The following report is tabled by Mayor Martin on behalf of the CEO Selection and Recruitment Committee (the Committee). |
| SUMMARY | Goal 3: Our Diverse Economy |
| COMMUNITY PLAN REFERENCE | Council |

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|---|
| REPORT RECOMMENDATION |
| <p>(a) That Council Report No. AR19/12104 titled '<i>CEO Selection and Recruitment Committee</i>' as presented to the Council on 18 March 2019 be noted.</p> <p>(b) That Council offer the position of Chief Executive Officer to Mr Andrew Meddle under the terms and conditions as issued for the position and within the scope of the remuneration and benefits package as outlined within this report.</p> <p>(c) That subject to the position being accepted, the Mayor and Chief Executive Officer be authorized to sign and seal all documents that form the contract of employment for 5 years with Mr Andrew Meddle.</p> |

Moved:

Seconded:



Discussion

At the Statutory Meeting of Council held on 22 November 2018 Council was advised of the retirement of CEO, Mark McShane. The CEO Selection and Recruitment Committee was subsequently established and the Committee Terms of Reference were defined as follows:

Development of a tender specification for the engagement of a suitably qualified and experienced (including Local Government experience) professional recruitment consulting company to assist the Committee and Council.

Assessment of tenders and selection of a company.

Managing information to and from the selected company (for example, job specifications and employment engagement documents) including candidate shortlist, selection and approval.

Involvement with interviews.

Providing formal and informal reports from the Committee to Council as necessary.

Involvement with final selection and interview processes in partnership with the selected company including timeframe and scheduling.

Consider and provide direction to council regarding the appointment of an external interim Chief Executive Officer.

Council subsequently engaged the services of McArthur recruitment company (the Consultant) in Adelaide to seek a replacement Chief Executive Officer.

The position was advertised extensively and the closing date for applications was 4 February 2019.

Council received 48 applications, being 43 male and 5 female. Council's Consultant undertook a preliminary assessment and short-listing process. There were 14 candidates interviewed and a primary list of 8 candidates was presented to the Committee for further consideration, along with details of all candidates.

The Committee reviewed the 8 candidate applications and profiles following which they had a skype interview with the Consultant. The candidate list was reduced to 4 and these remaining candidates were invited to a face to face interview with the Committee and Consultant on 28 February 2019.

The Committee were unanimous in their selection of the final two candidates in the recruitment process.

These two candidates were invited to Mount Gambier to meet and make a presentation to all Elected Members. Following the presentation and further consideration by the Committee, it is recommended that the position of Chief Executive Officer be offered to Mr. Andrew Meddle.

It is further recommended that the package, terms, conditions, appointee benefits of employment be as follows:

Contract term: 5 years (no automatic right of renewal)

Probation: 6 months



| | |
|---------------------|---|
| Commencement date: | To be negotiated |
| Salary: | \$240,000 (including cash, superannuation and vehicle consideration) Review to \$250,000 at conclusion of probationary period and subject to satisfactory performance against KPIs |
| Removal Assistance: | Up to \$5,000 (subject to reimbursement of 50% if employee resigns within 12 months or 25% if resignation occurs in year 2) |
| Annual Leave: | 6 weeks (4 weeks standard provision plus 2 weeks in lieu of out of standard hours work) |
| Other negotiables: | Mobile phone Tablet/laptop Home connectivity Corporate credit card Corporate uniform Professional memberships |

Attachments

Nil



Lynette MARTIN OAM
MAYOR

15 March 2019



3.6. Consideration for keeping Items Confidential

That an order be made pursuant to Section 91(7) and recorded in the publicly released version of the minutes in accordance with Section 91(9) of the Local Government Act, 1999 that the document in relation to Item 3.5 which has been considered by the Council on a confidential basis pursuant to Section 90(3) be kept confidential.

| Item No. | Subject Matter | S90(3) Grounds | Element To Be Kept Confidential | Duration |
|----------|---|----------------|---------------------------------|---|
| 3.5 | <i>'CEO Selection and Recruitment Committee'</i> Report No. AR19/12104 | (a) | All Details | Until a contract has been executed in relation to the subject matter of the item. |

Moved:

Seconded:

Meeting closed at p.m.

AR19/11968



MINUTES OF SPECIAL COUNCIL MEETING

Meeting held at the Council Chamber, Civic Centre, 10 Watson Terrace, Mount Gambier
on Monday, 18 March 2019 at 8:00 a.m.

PRESENT Mayor Lynette Martin OAM

Cr Ben Hood
Cr Sonya Mezinac
Cr Max Bruins
Cr Christian Greco
Cr Frank Morello
Cr Paul Jenner

| | | | |
|-------------------------|---|---|-----------------|
| COUNCIL OFFICERS | Chief Executive Officer | - | Mr G Maxwell |
| | General Manager Community Wellbeing | - | Ms B Cernovskis |
| | General Manager Council Business Services | - | Mrs P Lee |
| | General Manager City Growth | - | Dr J Nagy |
| | General Manager City Infrastructure | - | Mr N Serle |

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

1. APOLOGY(IES)

Apologies received from Cr Steven Perryman and Cr Kate Amoroso.

That the apology from Cr Perryman and Cr Amoroso be received.

Moved: Mayor Martin

Seconded: Cr Jenner

Carried

2. LEAVE OF ABSENCE

Nil



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Item No. 3.5

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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 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).

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| Item No. | Subject Matter | S90(3) Grounds |
|----------|--|----------------|
| 3.5 | <i>'CEO Selection and Recruitment Committee' Report No. AR19/12104</i> | (a) |

Moved: Cr Meziniec

Seconded: Cr Morello

Carried



IN-CONFIDENCE

3.5. CEO Selection and Recruitment Committee - Report No. AR19/12104

COUNCIL RESOLUTION

- (a) That Council Report No. AR19/12104 titled '*CEO Selection and Recruitment Committee*' as presented to the Council on 18 March 2019 be noted.
- (b) That Council offer the position of Chief Executive Officer to Mr Andrew Meddle under the terms and conditions as issued for the position and within the scope of the remuneration and benefits package as outlined within this report.
- (c) That subject to the position being accepted, the Mayor and Chief Executive Officer be authorised to sign and seal all documents that form the contract of employment for 5 years with Mr Andrew Meddle.

Moved: Cr Hood

Seconded: Cr Bruins

Carried



3.6. Consideration for Keeping Items Confidential

That an order be made pursuant to Section 91(7) and recorded in the publicly released version of the minutes in accordance with Section 91(9) of the Local Government Act, 1999 that the document in relation to Item 3.5 which has been considered by the Council on a confidential basis pursuant to Section 90(3) be kept confidential.

| Item No. | Subject Matter | S90(3) Grounds | Element To Be Kept Confidential | Duration |
|----------|---|----------------|---------------------------------|---|
| 3.5 | <i>'CEO Selection and Recruitment Committee'</i> Report No. AR19/12104 | (a) | All Details | Until a contract has been executed in relation to the subject matter of the item. |

Moved: Cr Mezinec

Seconded: Cr Jenner

Carried

Meeting closed at 8:21 a.m.

AR19/11968

