

CITY OF ARMADALE

AGENDA

OF CEO RECRUITMENT COMMITTEE TO BE HELD IN THE COMMITTEE ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON THURSDAY, 2 MAY 2019 AT 4.00PM .

PRESENT:

APOLOGIES:

OBSERVERS:

IN ATTENDANCE:

PUBLIC QUESTION TIME

Note:

Meetings of the CEO Recruitment Committee are closed to the public on the basis that matters to be dealt with by Committee will generally be of a sensitive and confidential nature Council Resolution CS10/2/2019 refers.

DECLARATION OF MEMBERS' INTERESTS

DEPUTATION

Nil

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1.1 - APPLICATIONS UPDATE AND INTERVIEW PANEL SELECTION

WARD : ALL
FILE No. : M/289/19
DATE : 29 April 2019
REF : JS
RESPONSIBLE : Executive Assistant
MANAGER : Corporate Services

In Brief:

- For Council to note the listing of applications and allow Lester Blades to proceed to screening interviews.
- Recommend that Council note:
 - the applications received; and
 - the appointment of Councillors to the interview panel.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

4.1.2 Make decisions that are sound, transparent and strategic.

4.1.3 Support the role of the elected body

4.2.1 Recruit and develop a skilled and competent workforce

Legislation Implications

Sections 5.36, 5.38, 5.39, and 5.40 of *Local Government Act 1995*.

Local Government (Administration) Regulations 1996, regulations 18A, 18B, 18C, 18E, 18F and 19A

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

There is an unplanned cost related to the recruitment of a new CEO, which will be accommodated in the budget for the CEO directorate.

Consultation

Lester Blades

BACKGROUND

On 25 February 2019 Council resolved to appoint Lester Blades to provide professional recruitment services for the appointment of a new Chief Executive Officer (CS9/2/19) and established the CEO Recruitment Committee with accompanying Terms of Reference guiding Committee activities.

On 5 March 2019 a Councillor Workshop was held with Lester Blades to develop the position description and advertisement. Subsequently on 25 March 2019 Council approved (CR1/3/19):

“That Council:

- 1. Note the proposed timeline for the process;*
- 2. Adopt the salary range;*
- 3. Endorse the CEO Position Description as amended;*
- 4. Endorse the general terms of the draft CEO Employment Contract;*
- 5. Endorse the advertisement as amended;*
- 6. Note the withdrawal of the CEO Recruitment Committee membership from Cr Busby.”*

The position was advertised with the closing date being Monday 15 April 2019.

On 16 April 2019 a memo was provided to all Councillors advising of the number of applications received.

DETAILS OF PROPOSAL

Mr Geoff Blades will present information to the Committee on the work undertaken to date following the closure of the advertising period.

He will also assist the Committee to determine the appropriate composition of Committee members to assist with the initial interviews. As per the proposed timeline, the full Council will still have an opportunity to meet and interview the preferred candidates before a final decision is made.

RECOMMEND

That Council note:

- 1. The information provided by Lester Blades on the applications received; and**
- 2. The following Councillors to be on the Interview Panel for the appointment of the CEO:**
 - [Insert Councillors]**

ATTACHMENTS

There are no attachments for this report.

MEETING DECLARED CLOSED AT _____