



Decision Report Item Number 8.1

CEO Candidate Shortlisting

Report Date: 28 November 2024
Reporting Officer: Governance Officer, Yazmin King
Responsible Manager: Team Leader People, Governance and Risk, Jim Dickens
Previous Reference: Nil.

Report Purpose

The purpose of this report is for the CEO Performance Review Committee (the Committee) to further shortlist candidates for the Chief Executive Officer position who have undertaken their initial interview with the Committee and will progress for an interview and presentation to the full Council.

Confidentiality Recommendation (Public)

Pursuant to section 90(2) and 90(3)(a)

Pursuant to section 90(2) of the *Local Government Act 1999* (the **Act**) the Council orders that all members of the public, except Steve Nolis (McArthur Recruitment) and the Team Leader People, Governance and Risk, Jim Dickens be excluded from attendance at the meeting for Agenda Item 8.1 CEO Candidate Shortlisting.

The Council is satisfied that pursuant to sections 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), being information regarding suitability for the position of Chief Executive Officer of the Town of Walkerville.

Accordingly, on this basis, the Council is satisfied that the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

Officer Recommendation (Confidential)

That the following candidates be invited to interview and deliver a presentation to Council at the Special Council meeting on Wednesday 11 December 2024 from 6pm:

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Background

At its meeting on 25 November 2024 the Committee resolved:

CEO015/11/24

Moved: Cr Trotter

Seconded: Deputy Mayor Allanson

That 5 shortlisted candidates as agreed be invited for an interview on Wednesday 4 December 2024 and Thursday 5 December 2024 from 6pm.

CARRIED

Once these interviews take place it is the responsibility of the Committee to decide which candidates (if any) are to proceed to the next phase of recruitment.

Discussion

As stated in the 'Timeframe for the CEO Recruitment Process', as provided in Attachment A, the next steps of recruitment are for the Committee to create a final shortlist for candidates to be interviewed, who will also provide a 20-minute presentation to full Council on a topic/s chosen by the Committee. These topic/s were listed as TBA in the Attachment so it may be prudent for the Committee to discuss what they feel are appropriate topic/s for the candidates.

Once the Committee have chosen their final shortlist and prior to the interviews by full Council, Psychometric testing is to be completed by McArthur Recruitment and sent to all Council members before the interviews. This information may further help the Council to decide on a successful candidate.

Should the Committee choose not to go ahead with any of the candidates being interviewed, the Committee can choose to either re-advertise the position or interview further candidates from the original shortlist.

It is now recommended that the Committee decide on candidates to present to the full Council on Wednesday 11 December 2024.

Financial Implications

There are no financial implications associated with this report.

Risk Implications

The risk associated with this report has been assessed as low.

Attachments

Attachment A	Timeframe for the CEO Recruitment Process
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Confidentiality Recommendation (Public)

Pursuant to section 91(7)

That having considered Agenda Item 8.1 CEO Candidate Shortlisting in confidence under section 90(2) & 90(3)(a) of the Act, the Council, pursuant to section 91(7) of that Act orders that the minutes related to this Agenda Item be retained in confidence for a period of 12 months, and that pursuant to section 91(9)(c) of the Act the Council delegates to the Chief Executive Officer the review and power to revoke this Order.