

ORDINARY MEETING	1
1 MAY 2024	

RECRUITMENT PANEL – CHIEF EXECUTIVE OFFICER VACANCY

65/9/1-01 | # 7406328

RECOMMENDATION:

That Council:

1. Approves the establishment of a recruitment panel to undertake the recruitment and recommendation process for the vacant role of Chief Executive Officer.
2. Appoints the following Councillors as the recruitment panel:
 - Mayor (Chair)
 - Deputy Mayor
 - Cr Tickner
 - Cr Zeiger
3. That the recruitment panel report to Council on the preferred applicant or applicants for formal interview by the Council and appointment of the new Chief Executive Officer by Council.

EXECUTIVE SUMMARY:

Under section 194 of the *Local Government Act 2009*, appointing a Chief Executive Officer ('CEO'), it is the responsibility of Councillors to appoint and to set the conditions of employment for Council's CEO. A person appointed as Council's CEO must be qualified to be the CEO, having regard to the ability, experience, knowledge and skills that Councillors consider appropriate given the role.

The establishment of a recruitment panel ensures the recruitment process can occur in a timely and efficient manner. Council will seek to engage an interim CEO in the short term whilst a search for a permanent CEO is progressed.

The primary role of the recruitment panel is the evaluation of all applications. The recruitment panel undertakes the recruitment process in accordance with Council's standard recruitment process, selects and interviews a short list of candidates for the role and recommends the candidate or candidates to be formally and finally interviewed by the whole Council.

The Council will undertake a formal interview with the recommended applicant / applicants, following which Council will resolve an appointment to the position (or otherwise if Council does not believe any of the applicants are suitable).

The recruitment panel, chaired by the Mayor will be governed by the principles of equity, fairness, confidentiality and merit and adhere to Council's standard recruitment process.

OPTIONS:

Option 1

That Council:

1. Approves the establishment of a recruitment panel to undertake the recruitment and recommendation process for the vacant role of Chief Executive Officer.
2. Appoints the following Councillors as the recruitment panel:
 - Mayor (Chair)
 - Deputy Mayor
 - Cr Tickner
 - Cr Zeiger
3. That the recruitment panel report to Council on the preferred applicant or applicants for formal interview by the Council and appointment of the new Chief Executive Officer by Council

Option 2

That Council determines to establish an alternative method of recruitment.



Christine Posgate
Acting Chief Executive Officer