

Chief Executive Officer Recruitment Summary Report

Chief Executive Officer Employment and Remuneration Committee

CONFIDENTIAL INFORMATION

In accordance with s.77(2)(c) of the Local Government Act 1989 (the Act), the Chief Executive Officer designates this Attachment as confidential information on the grounds that it relates to s.89(2)(a) - personnel matters.

SUMMARY REPORT

When Council's previous Chief Executive Officer, Mr Tim Tamlin, resigned in 2019 Council appointed Mr. Bryan Sword as the Acting Chief Executive Officer, effective from the 25th June 2019. At a Council Meeting held on 28th August 2019 Council adopted arrangements for:

1. Council's CEO Employment and Remuneration Advisory Committee to handle the recruitment process of a new Chief Executive Officer and to provide the Council with a recommendation about a preferred CEO Appointment
2. The Council's Manager of People and Culture, Mr Phil Dwyer to engage a suitable Recruitment Consultant to assist the Committee during the recruitment process. That delegation resulted in Fisher Leadership being secured for that role.

Fisher Leadership used a combination of widespread public advertisements (complying with the advertising requirements of Section 94 (3) of the Local Government Act) and an Executive Search function to attract a high quality field of applicants.

Fisher Leadership received forty six (46) applications for the position of Chief Executive Officer. Fisher's lead consultant for this project, interviewed all applicants who demonstrated reasonable exposure to the Committee's key selection criteria. Interview reports for those applicants were provided to the Committee.

On Thursday, 12th December 2019, the Committee reviewed all applications and interview reports. As a consequence of that review eight (8) preferred applicants were invited to an interview with the Committee on Monday 16th December 2019.

The eight (8) selected applicants were interviewed by the Committee. Interview questions were heavily structured around the key competencies attached to the position.

Following the interviews the Committee deliberated the merit of the eight (8) candidates. The Committee determined to invite four (4) of the applicants to a

second interview which was held on Thursday 19th December. As a consequence of those interviews the Committee established two preferred candidates and asked the recruitment consultant to undertake referee checks on both applicants.

On January 6th 2020 the Committee gave further consideration to the merits of the two preferred candidates and reviewed the referee reports on both candidates. As a consequence of those discussions the Committee determined the Ms Kerryn Ellis to be the preferred candidate. The preferred candidate is currently Director at Victoria's Independent Broad-based Anti-corruption Commission (IBAC) and has previous extensive senior management experience in Local Government at the Cities of Bendigo and Knox.

The Committee asked the lead consultant to undertake the usual due diligence enquiries about the incumbent and to invite them to undertake Personality Testing. These were completed.

The Lead consultant subsequently advised the Committee that Police, Credit and Bankruptcy checks all revealed nothing to prevent the appointment. The academic qualifications, as outlined in their application, were valid.

The Independent Chairperson of the Committee and the preferred candidate progressed contract discussions and reached preliminary agreement around terms of a Contract of Employment. The contract contains the required features, including remuneration, of a Contract of Employment for a Local Government Chief Executive Officer in the 'Large Rural' category of Councils.