

12.1. RECRUITMENT SERVICES CHIEF EXECUTIVE OFFICER

Division: Executive Unit
Director: Janet Dore
Author/Position: Andrew Prestage – Executive Manager People and Culture

OFFICER RECOMMENDATION

Council resolves to:

- 1. Note that they have considered and reviewed the proposals received; and**
- 2. Engage _____ recruitment service provider to assist the Council in appointing a new Chief Executive Officer.**

EXECUTIVE SUMMARY

On 14 May 2020 the Victorian Ombudsman released a report regarding alleged improper conduct by two executive officers at Ballarat City Council.

Subsequent to considering that report the Council, on 18 May 2020 terminated the contract of the Chief Executive Officer. Council also resolved to commence a process to appoint an Interim Chief Executive Officer.

An interim Chief Executive Officer, Janet Dore was appointed and commenced on 12 June 2020, for a maximum term of 10 months.

On 27 August 2020, ten executive search and recruitment providers were contacted by the Executive Manager People and Culture on behalf of the Mayor, to provide an expression of interest and quote. The ten agencies included three local agencies, agencies with a presence in the Australian Local Government Job Directory and other search agencies that specialise in the recruitment of executives.

Nine proposals have been received by the Council. One locally based agency declined to submit a proposal.

In accordance with Council's Procurement Policy, at least three written quotes, including at least one local supplier, were obtained and quotes have been registered by Council Officers.

Some material supplied by providers, including commercial in confidence information such as fees and charges, has been deemed confidential information in accordance with section 3 of the *Local Government Act 2020* and cannot be disclosed by Council.

RATIONALE

Council sought expressions of interest from ten executive recruitment and search agencies to assist the Council in finding and appointing the most suitable new Chief Executive Officer. Suppliers have provided a quote and proposals for consideration. The following companies have submitted an expression of interest:

- CT Management
- Davidsons
- Fisher Leadership
- Hays
- InspireHQ
- McArthur

- Omera Partners
- SACS
- Sal Corp

The Council requested suppliers consider the following elements of a candidate brief:

- That the term of an Interim Chief Executive Officer would be for approximately 5 years.
- Experienced Chief Executive Officer preferably with Local Government experience, including a detailed understanding of the *Local Government Act 1989* and *Local Government Act 2020*. Preferably, the candidate has previously been in a CEO role or provided similar services.

In addition to the Chief Executive Officer delegated authority, the Council expects the following to be addressed during the successful candidate's time as Chief Executive Officer:

- Ensure good governance within the organisation and at Council and Committee meetings
- Implement the Action Plan from an Organisational Governance and Culture Assessment by Susan Halliday AM which will be completed by early November 2020
- Lead, embed and model a culture of integrity, transparency, innovation and service within the organisation
- Work with Council to develop and agree on priorities for the Council term within the Council Plan
- Demonstrate accountability in implementing the Council Plan through public reporting on actions, progress and achievements
- Develop a team-based environment with Council and within the organisation
- That the Council sought an experienced Chief Executive Officer with an understanding of Local Government, including a detailed understand of the *Local Government Act 1989* and *Local Government Act 2020*.

LEGISLATION, COUNCIL PLAN, STRATEGIES AND POLICY IMPACTS

- *Charter of Human Rights and Responsibilities Act 2006*
- City of Ballarat Council Plan 2017-2021
- *Local Government Act 1989*
- *Local Government Act 2020*

REPORTING AND COMPLIANCE STATEMENTS

Implications	Considered in Report?	Implications Identified?
Human Rights	Yes	No
Social/Cultural	No	No
Environmental/Sustainability	No	No
Economic	No	No
Financial/Resources	Yes	Yes
Risk Management	Yes	No
Implementation and Marketing	No	No
Evaluation and Review	No	No

Human Rights – It is considered that this report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

Financial/Resources – Quotations returned will be evaluated in favor of the supplier offering the best value for money outcome. This requires a consideration of acceptable quality, reliability and delivery considerations. Lowest price is not the sole determinate of Best Value for Money. The costs associated with appointing an Interim Chief Executive Officer will be funded through existing budget.

Risk Management – Information provided by suppliers is deemed to be confidential in accordance with section 3 of the *Local Government Act 2020* as it relates to private commercial information provided by a business that relates to trade secret and/or if released, would unreasonably expose the business to disadvantage. Therefore, this information has been prepared as a confidential attachment for council's consideration.

OFFICERS DECLARATIONS OF INTEREST

Council Officers affirm that no direct or indirect interests need to be declared in relation to the matter of this Report.

EVALUATION

The following selection criteria were used to evaluate the nine proposals:

- Search and selection methodology
- Capability and capacity
- Value for money
- Local content

The costs of fees ranged from \$18,500 to \$43,000 (excluding GST)

ATTACHMENTS

1. Summary of CEO Recruitment Proposals (*confidential*)
2. Combined CEO Recruitment Proposals (*confidential*)