



CHIEF EXECUTIVE OFFICER SELECTION PANEL MINUTES

for the meeting

Friday, 12 April 2024

in the Colonel Light Room, Adelaide Town Hall

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Present:

Presiding Member	The Right Honourable the Lord Mayor, Dr Jane Lomax-Smith
Council Members	Deputy Lord Mayor, Councillor Keiran Snape Councillor Carmel Noon Councillor Dr Mark Siebentritt
Independent Member	Jeff Tate

1 Acknowledgement of Country

The Chair stated:

‘Council acknowledges that we are meeting on traditional Country of the Kaurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today.

And we also extend that respect to other Aboriginal Language Groups and other First Nations who are present today.’

Councillor Siebentritt entered the Colonel Light Room at 11:50am.

2 Apologies and Leave of Absence

Nil

3 Confirmation of Minutes

Moved by Jeff Tate,
Seconded by Deputy Lord Mayor, Councillor Snape -

That the Minutes of the meeting of the Chief Executive Officer Selection Panel held on 27 February 2024 be taken as read and be confirmed as an accurate record of proceedings.

Carried

4 Items for Consideration and Determination

4.1 Item 4.1 - Proposed Recruitment Process

Moved by Councillor Siebentritt,
Seconded by Councillor Noon -

THAT THE CHIEF EXECUTIVE OFFICER SELECTION PANEL

1. Approves the proposed process as recommended by Davidson (qualified independent Human Resource Specialist, as required by section 98 (4a) (b) of the *Local Government Act 1999 (SA)*) as contained in Attachment A to Item 4.1 on the Agenda for the meeting of the Chief Executive Officer Selection Panel held on 12 April 2024, subject to the omission of the completion of video introductions.

Carried

4.2 Item 4.2 - CEO Selection Panel Meeting Dates

Moved by Deputy Lord Mayor, Councillor Snape,
Seconded by Councillor Noon -

THAT THE CHIEF EXECUTIVE OFFICER SELECTION PANEL

1. Approves the following meeting dates and times:
 - 1.1. Tuesday 30 April 2024, commencing at 2.00pm
 - 1.2. Monday 13 May 2024, commencing at 1.30pm

- 1.3. Monday 20 May 2024, commencing at 9.00am
- 1.4. Thursday 23 May 2024, commencing at 10.45am
- 1.5. Wednesday 29 May 2024, commencing at 2.00pm
- 1.6. Friday 31 May 2024, commencing at 2.00pm

Carried

5 Exclusion of the Public

Moved by Councillor Siebentritt,
Seconded by Councillor Noon -

THAT THE CHIEF EXECUTIVE OFFICER SELECTION PANEL:

1. Having taken into account the relevant consideration contained in section 90(3) (a) and section 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the Chief Executive Officer Selection Panel dated 12 April 2024 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 6.1 [CEO Recruitment – Applicant Update] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

Grounds and Basis

This item relates to applicants received for the position of Chief Executive Officer at the City of Adelaide, which is sensitive and contains information of the personal affairs of any person (living or dead), the disclosure of which would be unreasonable.

2. Pursuant to section 90(2) of the *Local Government Act 1999 (SA)* (the Act), this meeting of the Chief Executive Officer Selection Panel dated 12 April 2024 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 6.1 [CEO Recruitment – Applicant Update] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in section 90(3) (a) of the Act.

Carried

Members of the public and corporation staff not directly involved with item 6.1 left the Colonel Light Room at 12:11pm.

6 Items for Consideration and Determination in Confidence

Item 6.1 - CEO Recruitment - Applicant Update

The meeting reopened to the public at 12:40pm.

Confidential Orders

Item 6.1 - CEO Recruitment – Applicant Update

1. Authorises that, in accordance with Section 91(7) and (9) of the *Local Government Act 1999* (SA) and because Item 6.1 [CEO Recruitment – Applicant Update] listed on the Agenda for the meeting of the Chief Executive Officer Selection Panel held on 12 April 2024 was received, discussed and considered in confidence pursuant to Section 90(3) (a) of the *Local Government Act 1999* (SA), this meeting of Chief Executive Officer Selection Panel do order that:
 - 1.1. The resolution, the report, the discussion, and any other associated information submitted to this meeting and the Minutes of this meeting in relation to the matter remain confidential and not available for public inspection until a contract has been executed.
 - 1.2. The confidentiality of the matter be reviewed in December 2024.
 - 1.3. The Acting Chief Operating Officer be delegated the authority to review and revoke all or part of the order herein and directed to present a report containing the Item for which the confidentiality order has been revoked.

7 Closure

Closure

The meeting closed at 12.40 pm

The Lord Mayor, Dr Jane Lomax-Smith
Chair
Chief Executive Officer Selection Panel

Documents Attached:

Nil