

# Agenda

## Council Meeting

**Monday, 17th May 2021**

Commencing at 6.00pm

via the Zoom platform

[kingston.vic.gov.au](http://kingston.vic.gov.au)

Tim Tamlin  
Interim Chief Executive Officer  
Kingston City Council



**Notice** is given that a Meeting of Kingston City Council will be held at 6.00pm at via the Zoom platform, on Monday, 17 May 2021.

**1. Apologies**

**2. Foreshadowed Declaration by Councillors, Officers or Contractors of any Conflict of Interest**

*Note that any Conflicts of Interest need to be formally declared at the start of the meeting and immediately prior to the item being considered – type and nature of interest is required to be disclosed – if disclosed in writing to the CEO prior to the meeting only the type of interest needs to be disclosed prior to the item being considered.*

**3. Corporate Services Reports**

3.1 Award of Contract CON 21/004 - Recruitment Services - Chief Executive Officer ..... 5

**4. Confidential Items ..... 7**

**Confidential Attachments**

3.1 Award of Contract CON 21/004 - Recruitment Services - Chief Executive Officer  
Appendix 1 Quotations from submitting Agencies - CON-21/004 - CEO Recruitment

3.1 Award of Contract CON 21/004 - Recruitment Services - Chief Executive Officer  
Appendix 2 Quotation Evaluation Matrix - CON-21/004 - CEO Recruitment

3.1 Award of Contract CON 21/004 - Recruitment Services - Chief Executive Officer  
Appendix 3 Selection Criteria Matrix - CEO Recruitment - CON-21/004

3.1 Award of Contract CON 21/004 - Recruitment Services - Chief Executive Officer  
Appendix 4 Interview Matrix and Reference Checks - CON-21/004 - CEO Recruitment

### **3. Corporate Services Reports**

**17 May 2021**

**Agenda Item No: 3.1**

**AWARD OF CONTRACT CON 21/004 - RECRUITMENT SERVICES - CHIEF EXECUTIVE OFFICER**

**Contact Officer: Tony Ljaskevic, General Manager Corporate Services**

**Purpose of Report**

To provide Council with a recommendation to award Sal Corp Pty Ltd Contract No.21/004 – Recruitment Service – Chief Executive Officer.

**Disclosure of Officer / Contractor Conflict of Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

**OFFICER RECOMMENDATION**

That Council award Contract No. 21/004 to *Sal Corp Pty Ltd* for an estimated sum of \$25,500 plus disbursements, and an additional advertising budget of up to \$9,000.

**1. Executive Summary**

In order to fill the current vacancy of the position of Chief Executive Officer, requests for quotations for a recruitment agencies were sought from:

- Fisher Leadership;
- Omera Partners;
- Public Sector People; and
- SAL Corporation.

Interviews were conducted by an evaluation panel consisting of: Crs Staikos; Saab; Oxley and Davies supported by Ms Petchey OAM, it is recommended that Council appoint Sal Corp Pty Ltd to support Council in the recruitment to the position of Chief Executive Officer.

**Appendices**

Appendix 1 - Quotations from submitting Agencies - CON-21/004 - CEO Recruitment  
(Ref 21/113834) - Confidential

Appendix 2 - Quotation Evaluation Matrix - CON-21/004 - CEO Recruitment (Ref  
21/113799) - Confidential

Appendix 3 - Selection Criteria Matrix - CEO Recruitment - CON-21/004 (Ref  
21/113768) - Confidential

Appendix 4 - Interview Matrix and Reference Checks - CON-21/004 - CEO Recruitment  
(Ref 21/113869) - Confidential

Author/s: Tony Ljaskevic, General Manager Corporate Services

Reviewed and Approved By: Tony Ljaskevic, General Manager Corporate Services

## 4 Confidential Items

This information is confidential information under section 3(1) of the *Local Government Act 2020* and therefore suitable for consideration in closed session. In accordance with the *Local Government Act 2020*, Council may resolve to consider these items in open or closed session.

### Confidential Appendices

**3.1 Award of Contract CON 21/004 - Recruitment Services - Chief Executive Officer**

*Appendix 1, Quotations from submitting Agencies - CON-21/004 - CEO Recruitment* is designated confidential as it relates to (s3(1)(g))

**3.1 Award of Contract CON 21/004 - Recruitment Services - Chief Executive Officer**

*Appendix 2, Quotation Evaluation Matrix - CON-21/004 - CEO Recruitment* is designated confidential as it relates to (s3(1)(g))

**3.1 Award of Contract CON 21/004 - Recruitment Services - Chief Executive Officer**

*Appendix 3, Selection Criteria Matrix - CEO Recruitment - CON-21/004* is designated confidential as it relates to (s3(1)(g))

**3.1 Award of Contract CON 21/004 - Recruitment Services - Chief Executive Officer**

*Appendix 4, Interview Matrix and Reference Checks - CON-21/004 - CEO Recruitment* is designated confidential as it relates to (s3(1)(g))

### RECOMMENDATION

That in accordance with section 66(1) and 66(2)(a) of the *Local Government Act 2020*, the meeting be closed to members of the public for the consideration of the following confidential items:

### Confidential Appendices

**3.1 Award of Contract CON 21/004 - Recruitment Services - Chief Executive Officer**

**Appendix 1, Quotations from submitting Agencies - CON-21/004 - CEO Recruitment**

*This appendix is confidential in accordance with the Local Government Act 2020, s3(1) as it relates to (s3(1)(g)).*

**3.1 Award of Contract CON 21/004 - Recruitment Services - Chief Executive Officer**

**Appendix 2, Quotation Evaluation Matrix - CON-21/004 - CEO Recruitment**

*This appendix is confidential in accordance with the Local Government Act 2020, s3(1) as it relates to (s3(1)(g).*

**3.1 Award of Contract CON 21/004 - Recruitment Services - Chief Executive Officer**

**Appendix 3, Selection Criteria Matrix - CEO Recruitment - CON-21/004**

*This appendix is confidential in accordance with the Local Government Act 2020, s3(1) as it relates to (s3(1)(g).*

**3.1 Award of Contract CON 21/004 - Recruitment Services - Chief Executive Officer**

**Appendix 4, Interview Matrix and Reference Checks - CON-21/004 - CEO Recruitment**

*This appendix is confidential in accordance with the Local Government Act 2020, s3(1) as it relates to (s3(1)(g).*