

Confidential Minutes of the Special Meeting of the City of Holdfast Bay held in the Council Chamber, Glenelg Town Hall, Moseley Square, Glenelg on Tuesday 3 December 2024.

7. ITEMS IN CONFIDENCE

7.1 Chief Executive Officer Recruitment (Report No: 410/24)

Motion - Exclusion of the Public – Section 90(3)(a) Order C031224/7954

- 1. That pursuant to Section 90(2) of the *Local Government Act 1999* Council hereby orders that the public be excluded from attendance at this meeting with the exception of the Qualified Independent Person, Ms Christine Molitor, General Manager Alwyndor, Ms Beth Davidson-Park and Staff minute taker, Ms Roxanne Steventon, in attendance at the meeting in order to consider Report No: 410/24 Chief Executive Officer Recruitment in confidence.**
- 2. That in accordance with Section 90(3) of the *Local Government Act 1999* Council is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 410/24 Chief Executive Officer Recruitment on the following grounds:**
 - a. pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to Report No: 410/24 Chief Executive Officer Recruitment is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being that personal details of applicants for the position of Chief Executive Officer will be disclosed.**
- 3. The Council is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.**

Moved Councillor Lonie, Seconded Councillor Kane

Carried

Short Term Suspension of Meeting Procedures

Her Worship the Mayor, with the approval of two-thirds of the members present, suspended the meeting procedures pursuant to Regulation 20(1) of the *Local Government (Procedures at Meetings) Regulations 2013* to receive and consider presentations, submissions and verbal reports relating to agenda item 7.1 **Chief Executive Officer Recruitment** (Report No: 410/24).

Leave of the meeting was granted.

The meeting procedures were suspended at 6.15pm.

Councillor Miller joined the meeting electronically to observe at 6:15pm.

Councillor Venning arrived at 8:05pm.

Following the receipt of presentations from two short listed candidates and a report regarding certain psychometric testing undertaken as part of the recruitment process, Members indicated their preferred candidate by Ballot.

Her Worship the Mayor determined that the period of suspension of the meeting procedures should come to an end and the meeting resumed at 9.27pm.

Motion

C031224/7955

That Council:

- 1. following a merits based CEO Recruitment process, and having considered the advice of the Qualified Independent Person, Ms Christine Molitor, resolves to endorse Pamela Jackson as the preferred candidate;**
- 2. authorises Her Worship the Mayor, to offer Pamela Jackson the position of Chief Executive Officer, City of Holdfast Bay, subject to the Mayor being satisfied of the outcome of the relevant employment checks; and**
- 3. authorises Her Worship the Mayor, including with legal advice as required, to negotiate the Total Employment Cost package (TEC package) under the Contract of Employment with Pamela Jackson, up to an amount of \$325,000, noting the Council is a Band 4 for the purposes of Determination No. 4 of 2023 of the Remuneration Tribunal, with a total remuneration package of between \$319,280 - \$358,550, and to sign the Contract of Employment with the successful candidate, on behalf of the Council.**

RETAIN IN CONFIDENCE - Section 91(7) Order

- 4. That having considered Agenda Item 7.1 410/24 Chief Executive Officer Recruitment in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of that Act orders that the Agenda report and Minutes relevant to this item be retained in confidence, until the appointment of the Chief Executive Officer has been completed and a public announcement is made, and that any other documents received and considered by the Council as part of this recruitment process be retained in confidence**



for a period of three years, to be reviewed at least every twelve months thereafter.

Moved Councillor Fleming, Seconded Councillor Lonie

Carried Unanimously

CONFIRMED

10 December 2024

DEPUTY MAYOR