



SNOWY MONARO
REGIONAL COUNCIL

LATE REPORT

PUBLIC EXHIBITION COPY

**Ordinary Council Meeting
10 October 2024**

**ORDINARY COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS, 81 COMMISSIONER STREET, COOMA NSW
2630**

**ON THURSDAY 10 OCTOBER 2024
COMMENCING AT 1:00 PM**

SUPPLEMENTARY AGENDA

9 OTHER REPORTS TO COUNCIL

9.5 EXECUTIVE OFFICE

9.5.1 Recruitment of Interim CEO

2

9.5.1 RECRUITMENT OF INTERIM CEO

Record No: I24/565

OFFICER'S RECOMMENDATION

That Council:

- A. Accept the resignation of the CEO.
- B. Recruit an interim CEO while the process of recruiting for the CEO position is undertaken.

ISSUES

The report has been developed to allow the mayor, when elected to consider whether the matter needs to be treated as a matter of urgency or can wait until the next ordinary meeting of Council to be held on 14 November 2024.

Council needs to fill the CEO role. This process is expected to take 4 – 6 months based on the need to select a recruitment firm, undertake recruitment and that person give any notice required. If the interim CEO role is not filled externally it will need to be filled internally. This would require another role to be backfilled and at some stage external resources be brought in to fill a gap at some level in the organisation or work will not be done.

If a decision is not made on this matter the recruitment search for an interim CEO will be delayed 4-5 weeks and the role will be filled internally as per the current policy.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	Low	Low	Yes
Economic Activity	Low	Low	Yes
Environmental Security	Low	Low	Yes
Financial Sustainability	Low	High	No
Health and Safety	Low	Low	Yes
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	High	High	No
Service Delivery	Medium	Low	Yes

Funding for the additional cost of an interim CEO is expected to come from vacancies within the overall staffing structure.

If the recommendation is not adopted the risks to health and safety by covering the role internally is considered to move to high, due to the workload this will create.

Not filling the role while recruitment is underway creates a higher risk that there will be an impact on services, as the remaining resources will be able to achieve less than originally planned.

FINANCIAL IMPACTS

	Amount	Details
Current Annualised Net Cost	\$0	
Estimated Annualised Net Cost	\$50,000	Expected costs of accommodation, travel and additional salaries. This will have to be tested in the market.
Capital Investment	Nil	
Capital Funding Source	N/a	

Employment of an external interim role will have costs associated with accommodation, travel and a higher salary during the period the role is in place.

RESPONSIBLE OFFICER: Chief Strategy Officer

OPTIONS CONSIDERED

The option to not bring in outside resources. Currently the senior levels of management include two roles that have only recently been filled and another position already being filled in an acting role. This in itself places stress in the organisation. There is also a large transformation project that the Council is in the midst of implementing, which creates further workload above the normal business requirements of the Council.

In addition the Council needs to develop its Delivery Plan for the next four years in the period where the CEO role will be under recruitment. During this time the councillors would benefit from advice from an experienced local government practitioner.

It is considered that the impacts of trying to operate without the additional resources is likely to have negative impacts in excess of the costs of bringing in a locum role.

IMPLEMENTATION PLANS

If approved various agencies would be asked to provide information on available candidates. This information would be collated and provided to the General Manager's Performance Review Committee to determine a suitable candidate for recommendation to Council.

EXISTING POLICY/DECISIONS

The matter cannot be considered as an ordinary motion as there is insufficient time for the provision of the notice required, as set out below.

Code of Meeting Practice

- 3.6 The Chief Executive Officer (CEO) must send to each councillor, at least three (3) days before each meeting of the council, a notice specifying the time, date and place at which the meeting is to be held, and the business proposed to be considered at the meeting.
-

The report has been generated due to there being no mayor currently in the role to determine if the matter reaches the criteria for a mayoral minute. Its purpose is to allow the elected mayor to consider whether the matter reaches the threshold that would support a mayoral minute as set out in clause 9.9 below.

Mayoral minutes

9.9 A mayoral minute must not be used to put without notice matters that are routine and not urgent or matters for which proper notice should be given because of their complexity. For the purpose of this clause, a matter will be urgent where it requires a decision by the council before the next scheduled ordinary meeting of the council.

The matter is not considered routine or complex. The determination as to whether it needs resolving before the next council meeting is a matter for the mayor when elected.

ATTACHMENTS

Nil
