



## CHIEF EXECUTIVE OFFICER APPOINTMENT COMMITTEE

# MINUTES

SECTION 5.9(2)(a) LGA 1995

### Committee Brief

1. *The duties of the committee are to make recommendations to the Council with regard to:*
  - i. *The recruitment of the substantive CEO*
  - ii. *The Total Reward Package and Employment Contract for the substantive CEO.*
2. *The Committee shall comprise one Independent Person and four Councillors, one of whom shall be the Shire President pursuant to Section 5.10(4) of the Local Government Act 1995.*
3. *The committee shall disband on or before 31 December 2023.*
4. *Cr Pavlovich, Cr Handasyde, Cr O'Dea and Cr Woltering be appointed as members to the Chief Executive Officer Recruitment Committee.*
5. *Panel members sign a confidentiality agreement prior to the first item of business.*

A 'Teams' meeting of the Chief Executive Officer Recruitment Committee was held at the Shire of Plantagenet Committee Room, Mount Barker at 1.00pm on Monday 1 May 2023.

David Lynch  
ACTING CHIEF EXECUTIVE OFFICER

### Committee Members:

*Cr L Handasyde (Chair), Cr C Pavlovich, Cr M O'Dea, Cr K Woltering and Mr Andrew Hammond - (Resolution No. 32/23)*

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**Chairperson: Cr L Handasyde**

**Membership: Quorum (3)**

Cr C Pavlovich  
Cr L Handasyde  
Cr M O'Dea  
Cr K Woltering

Mr Andrew Hammond

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## **1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

12.59pm The Chair Cr Len Handasyde declared the meeting open.

## **2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**

### Members Present

Cr L Handasyde	Chair
Cr C Pavlovich	Councillor
Cr M O'Dea	Councillor
Cr K Woltering	Councillor
Mr A Hammond	Independent Panel Member

### Attendees:

Ms Donna Fawcett HR Coordinator (Notetaker)

## **3 CONFIRMATION OF MINUTES**

Moved Cr Karen Woltering, seconded Cr Chris Pavlovich:

That the Minutes of the meeting of the Chief Executive Officer Appointment Committee, held on 13 March 2023 as circulated, be taken as read and adopted as a correct record.

**CARRIED**

## **4 DISCLOSURES OF INTEREST**

Part 5 Division 6 Local Government Act 1995

### Mr A Hammond

Item:	5.1 Shortlist Consideration.
Type:	Impartiality pursuant to Schedule 1, Clause 22 of the Local Government (Model Code of Conduct) Regulations 2021.
Nature:	Knows many of the applicants, has had professional contact with some but no personal relationships.
Extent:	Code of Conduct. Will be staying.

## **5 GENERAL BUSINESS**

### **5.1 SHORTLIST CONSIDERATION**

The consultant from Beilby Downing Teal (BDT) has been given direction to continue with the process.

**6 NEXT MEETING**

The next meeting to be held on 15 May 2023 at 9.30am.

**7 CLOSURE OF MEETING**

3.09pm The Chair declared the meeting closed.

CONFIRMED: PRESIDING MEMBER \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_