



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:*
 - a) *A suitable person to be employed as:*
 - i. *Acting CEO for a period of no greater than 12 months.*
 - ii. *CEO pursuant to a contract no longer than 5 years at the conclusion of the appointment referred to in 2(a)(i) above.*
 - b) *Remuneration for both positions referred to in 1 and 2 above.*
2. *The committee shall comprise of three 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 2021.*
4. *Cr Pavlovich, Cr Oldfield and Cr Clements be appointed as members to the Chief Executive Officer Appointment Committee.*
5. *A Deputy not be appointed.*

A meeting of the Chief Executive Officer Appointment Committee was held in the Shire of Plantagenet Council Chambers, Lowood Road, Mount Barker at 11.30am on Tuesday 21 April 2020

Rob Stewart
CHIEF EXECUTIVE OFFICER

Committee Members:

Cr C Pavlovich, Cr J Oldfield and Cr K Clements - (Resolution No. 83/20)

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Chairman: To be appointed

Membership: Quorum (2)

Cr C Pavlovich (Presiding Member)

Cr J Oldfield

Cr K Clements

Others:

Mr Rob Stewart (Staff)

Cr B Bell (Observer)

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.30am The Chief Executive Officer Mr Rob Stewart declared the meeting open.

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

Members Present

Cr C Pavlovich	Shire President
Cr J Oldfield	Councillor
Cr K Clements	Councillor

Attendees:

Mr R Stewart, Chief Executive Officer
Cr B Bell (Observer)

3 ELECTION OF PRESIDING MEMBER

The CEO called for nominations for the position of Presiding Member for the Chief Executive Officer Appointment Committee.

Moved Cr K Clements, seconded Cr J Oldfield:

That Cr C Pavlovich be elected Presiding Member for the Chief Executive Officer Appointment Committee

CARRIED (3/0)

11.31am Rob Stewart left the meeting.

4 DISCLOSURES OF INTEREST

Part 5 Division 6 Local Government Act 1995

Nil

5 GENERAL BUSINESS

- 1) The document 'Registration of Interest' for a temporary CEO starting late July 2020 with the Shire of Plantagenet has been distributed with the assistance of WALGA in February 2020. A number of inquiries were received by the Shire President and three formal responses have been tabled for review.

Moved Cr J Oldfield, seconded Cr K Clements:

That the Shire President contact the referees for the applicants to the position of Temporary CEO and arrange a telephone conference interview with the two preferred candidates and the committee on or before the 12 May 2020.

CARRIED (3/0)

- 2) With the challenging and dynamic position resulting from the COVID-19 pandemic, it may be prudent to start the groundwork on the process to recruit a suitable permanent CEO for commencement with the Shire of Plantagenet in 2021. The committee reviewed a number of potential service providers with previous experience in CEO recruitment for local government. This research would be provided to the Council in the form of a report for future consideration.

Moved Cr K Clements, seconded Cr J Oldfield:

That the Shire President contact LO-GO Appointments and Price Consulting Group to provide formal quotations and scope of services for the permanent CEO recruitment process and report back to this committee on or before the 12 May 2020.

CARRIED (3/0)

6 NEXT MEETING

The next meeting to be held on 12 May 2020 at 3.30pm.

7 CLOSURE OF MEETING

12.20pm The Presiding Member declared the meeting closed.

CONFIRMED: PRESIDING MEMBER_____DATE:___/___/___