



AGENDA

FOR THE

SPECIAL MEETING OF COUNCIL

TO BE HELD ON
WEDNESDAY, 20 JUNE 2018

The purpose of the meeting is to consider appointing an Acting Chief Executive Officer.

PLEASE READ THE FOLLOWING DISCLAIMER BEFORE PROCEEDING

Members of the public are cautioned against taking any action on Council decisions, on items in this Agenda in which they may have an interest, until such time as they have been advised in writing by Council staff.

NOTICE OF MEETING

PLEASE BE ADVISED THAT THE

SPECIAL MEETING OF COUNCIL

The purpose of the meeting is to consider appointing an Acting Chief Executive Officer.

COMMENCING AT 6.00PM

WILL BE HELD ON

WEDNESDAY, 20 JUNE 2018

IN THE COUNCIL CHAMBERS, 11-13 WALDECK
STREET, DONGARA, WA.



Mike Smith
Shire President

20 June 2018

DISCLAIMER

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

INDEX - SPECIAL MEETING 20 JUNE 2018

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	1
2.	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	1
3.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	1
4.	PUBLIC QUESTION TIME	1
5.	APPLICATIONS FOR LEAVE OF ABSENCE	1
6.	OFFICER REPORTS	2
CEO01 – 06/18	Chief Executive Officer Leave Arrangements	2
7.	CLOSURE	4



AGENDA FOR SPECIAL COUNCIL MEETING TO BE HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY, 20 JUNE 2018 AT 6PM.

PRESENT:	Councillors	Cr M T Smith (President) Cr B Wyse (Deputy President) Cr A J Gillam Cr M Leonard Cr I Scott Cr I F West Cr K L Wilson
	Staff	Mr S D Ivers – Acting Chief Operating Officer Mrs D K Chandler – Coordinator Executive Services
	Apologies	Cr S F Gumley, Mr D J Simmons

-
- 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
 - 2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**
 - 3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
Nil.
 - 4. PUBLIC QUESTION TIME**
 - 5. APPLICATIONS FOR LEAVE OF ABSENCE**

6. OFFICER REPORTS

OFFICE OF THE CEO

CEO 01-06/18

Subject: Chief Executive Officer Leave Arrangements
Reporting Executive: Shire President
File Reference: PE.RE.SIM01; PE.RE.IVE01
Voting Requirements: Simple Majority

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building licences, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

To seek Council's endorsement to appoint Mr Shane Ivers as acting Chief Executive Officer.

Officer's Recommendation:

That Council appoints Mr Shane Ivers as Acting Chief Executive Officer on a commensurate pro rata cash salary as the Chief Executive Officer for the duration of Mr Darren Simmons' leave.

Attachment:

Nil.

Background:

The CEO is not currently in a position to appoint an acting CEO due to the CEO14 delegation conditions that limit such appointments to substantive position of Director – roles that are no longer part of Council's approved executive management structure.

Therefore, Council is required to appoint an Acting Chief Executive Officer to be responsible for the Shire's day-to-day operations and assume the statutory requirements of the position during the CEO's leave absence.

President's Comment:

The Chief Executive Officer has recently been in contact with the Shire President and has advised that temporary, urgent leave is required at short notice, therefore, it is recommended that Council appoint Mr Shane Ivers, Council's acting Chief Operating Officer as acting CEO for the duration of Mr Darren Simmons' leave, being suitably qualified (based on his academic degree qualifications

and significant management experience within the resources and local government sectors), availability and being personally agreeable for consideration of such appointment.

Stakeholder Engagement:

Shire President
Acting Chief Operating Officer

Financial/Resource Implications:

A higher duties payment will be applicable.

Statutory Environment:

Local Government Act 1995

Policy Implications:

Nil.

Risk Implications:

As the impact of an adverse consequence arising from Council's decision not to appoint an acting CEO is considered major with a likelihood of likely, the overall risk rating is high.

Strategic Implications:

Strategic Community Plan 2017 - 2027
4.3.3 Promote workplace health, safety and well-being

7. CLOSURE

There being no further business, the Presiding Member declared the meeting closed at
_____.