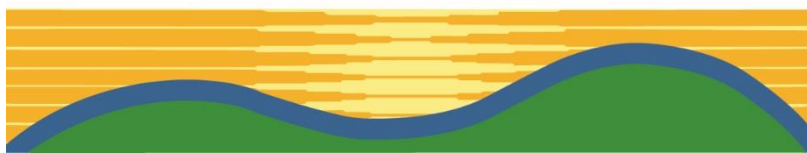


MITCHELL SHIRE COUNCIL



SPECIAL COUNCIL MEETING

AGENDA

MONDAY 1 FEBRUARY 2016
7.00pm

NOTICE IS HEREBY GIVEN that **Special Council Meeting** of the Mitchell Shire Council will be held at **Mitchell Civic Centre, 113 High Street Broadford**, on **Monday 1 February 2016** commencing at **7.00pm**.

REBECCA MCKENZIE
CHIEF EXECUTIVE OFFICER

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1 GOVERNANCE DECLARATION

2 APOLOGIES AND LEAVE OF ABSENCE

3 DISCLOSURE OF CONFLICTS OF INTEREST

In accordance with section 79 of the Local Government Act 1989.

4 EXECUTIVE SERVICES AND GOVERNANCE

4.1 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

Author: Lee McSweeney - Governance Coordinator

File No: CL/04/002-01

Attachments: 1. Contract – Acting Chief Executive Officer - Confidential

SUMMARY

This report recommends the appointment of an Acting Chief Executive Officer as an interim measure while Council undertakes the recruitment process to appoint a new Chief Executive Officer for Mitchell Shire Council.

RECOMMENDATION

THAT:

1. Council appoints Mr Travis Heeney, Director Sustainable Communities, to the role of Acting Chief Executive Officer for a period of up to six months with effect from 3 February 2016, in accordance with section 94(4A) of the *Local Government Act 1989*.
2. The Acting Chief Executive Officer appointment will cease immediately upon commencement of a permanent Chief Executive Officer;
3. In accordance with Section 77 2(c) and Section 89(d) of the *Local Government Act 1989*, as amended, the attachment to this report has been determined to be 'Confidential Information' as Attachment 1: Contract – Acting Chief Executive Officer contains contractual matters.
4. Council endorse the contract provisions detailed in Confidential Attachment 1: Contract – Acting Chief Executive Officer.

BACKGROUND

The Chief Executive Officer, Ms Rebecca McKenzie, tendered her resignation to Council on 14 December 2015. Ms McKenzie's last day of service will be Tuesday, 2 February 2016. To ensure the continued smooth and efficient operation of Council's business, it will be necessary for Council to appoint an Acting Chief Executive Officer with effect from Wednesday, 3 February 2016.

ISSUES AND DISCUSSION

In accordance with section 94(1A) of the *Local Government Act 1989*, the Council must make a permanent appointment to the position of Chief Executive Officer as soon as

APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER (CONT.)

is reasonably practicable after a vacancy in the position occurs. Subsection 94 (4A) subsection 3 provides that an Acting Chief Executive Officer can be appointed for a period of not greater than 12 months.

While Council undertakes the recruitment process to appoint a Chief Executive Officer, it will be necessary for Council to appoint an Acting Chief Executive Officer to ensure the continued smooth and efficient operation of Council's business during this period.

The Acting Chief Executive Officer appointment within this report will cease immediately upon commencement of a permanent Chief Executive Officer.

CONSULTATION

Members of the Executive Leadership Team, Mayor, Councillors and relevant Managers have been consulted in preparing this report.

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS

There are no financial resource and asset management implications associated with this report.

POLICY AND LEGISLATIVE IMPLICATIONS

This report is consistent with section 94 of the *Local Government Act 1989* which relates to the appointment and functions of the Chief Executive Officer.

SUSTAINABILITY IMPLICATIONS (SOCIAL AND ENVIRONMENTAL)

This is an administrative process and therefore there are no environmental or sustainability implications associated with this report.

CHARTER OF HUMAN RIGHTS IMPLICATIONS

The rights protected in the *Charter of Human Rights and Responsibilities Act 2006* were considered in preparing this report and it's determined that the subject matter does not raise any human rights issues.

OFFICER DECLARATION OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

CONCLUSION

It is recommended that Mr Travis Heeney, Director Sustainable Communities, be appointed to the role of Acting Chief Executive Officer for a period of up to, but no greater than, six months with effect from 3 February 2016, in accordance with section 94(4A) of the *Local Government Act 1989*.

5 CLOSE OF MEETING