



Published Minutes

Chief Executive Officer's Recruitment and Performance Review Committee Meeting

Tuesday, 20 May 2025

Date:	Tuesday 20 May 2025
Time:	8:45am
Location:	Council Chambers, Onslow Shire Complex, Second Avenue, Onslow
Distribution Date:	Friday 23 May 2025



Shire of Ashburton

Chief Executive Officer's Recruitment and Performance Review Committee Meeting

The Chief Executive Officer recommends the endorsement of these minutes at the next Chief Executive Officer's Recruitment and Performance Review Committee Meeting.

Dr Garry Hunt PSM
Chief Executive Officer (Temporary)
23 May 2025

These minutes were confirmed by Council as a true and accurate record of proceedings at the Chief Executive Officer's Recruitment and Performance Review Committee Meeting held on Tuesday, 20 May 2025.

Presiding Member

Date

18/11/25

Disclaimer

The Shire of Ashburton warns anyone who has an application lodged with Council must obtain, and should only rely on, written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by Council in respect of the application. No responsibility whatsoever is implied, or accepted, by the Shire of Ashburton for any act, omission, statement, or intimation occurring during a Council meeting.

Contents

1	Declaration Of Opening	4
1.1	Acknowledgement Of Country	4
2	Announcement Of Visitors	4
3	Attendance	4
3.1	Present	4
3.2	Apologies	4
3.3	Approved Leave Of Absence	5
4	Declaration By Members.....	5
4.1	Due Consideration By Elected Members To The Agenda	5
4.2	Declaration Of Interest.....	5
5	Confirmation Of Minutes.....	6
5.1	Confirmation Of Previous Minutes	6
5.1.1	Minutes Of The Chief Executive Officer's Recruitment and Performance Review Committee Meeting Held On 10 December 2024	6
6	New Business Of An Urgent Nature Introduced By Council Decision	8
6	Confidential Matters.....	8
7.1	Chief Executive Officer Recruitment	9
7.2	Appointment of Acting/Temporary Chief Executive Officer	11
7	Next Meeting	13
8	Closure Of Meeting	13

1 Declaration Of Opening

The Presiding Member declared the meeting open at 8:48am.

1.1 Acknowledgement Of Country

As representatives of the Shire of Ashburton Council, we respectfully acknowledge the local Indigenous people, the traditional custodians of this land where we are meeting upon today and pay our respects to them and all their elders past, present and emerging.

2 Announcement Of Visitors

The Presiding Member welcomed Peter Casey of Mills Recruitment to the meeting.

3 Attendance

3.1 Present

Elected Members:	Cr A Smith Cr A Sullivan Cr M Lynch Cr K White Cr L Rumble JP	Shire President Paraburdoo Ward Tom Price Ward Onslow Ward Paraburdoo Ward
Observers:	Cr de Pledge Cr M Gallanagh Cr B Healy	Ashburton-Tablelands Ward Pannawonica Ward Tom Price Ward
Employees:	Dr G Hunt PSM J Bray	Chief Executive Officer (Temporary) Manager Governance
Guests:	Nil	
Members of Public:	There were no members of the public in attendance at the commencement of the meeting.	
Members of media:	There were no members of the media in attendance at the commencement of the meeting.	

3.2 Apologies

Nil

3.3 Approved Leave Of Absence

Nil

4 Declaration By Members

4.1 Due Consideration By Elected Members To The Agenda

Elected Members noted they have given due consideration to all matters contained in this agenda.

4.2 Declaration Of Interest

A member who has an Impartiality, Proximity or Financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice, given to the Chief Executive Officer, prior to the meeting, or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest are disclosed –

7.1 CHIEF EXECUTIVE OFFICER RECRUITMENT		
NAME		DR GARRY HUNT PSM
NATURE OF INTEREST		DIRECT FINANCIAL
INTEREST DESCRIPTION		I AM CURRENTLY EMPLOYED AS CHIEF EXECUTIVE OFFICER (TEMPORARY).
NAME		SP A SMITH
NATURE OF INTEREST		IMPARTIALITY
INTEREST DESCRIPTION		ONE OF THE CANDIDATES WAS AN APPLICANT FROM THE PREVIOUS INTERVIEW PROCESS. I WILL MAKE MY DECISION WITHOUT BIAS.
NAME		CR A SULLIVAN
NATURE OF INTEREST		IMPARTIALITY
INTEREST DESCRIPTION		THE APPLICANTS ARE KNOWN TO ME THROUGH THE PREVIOUS AND CURRENT RECRUITMENT PROCESS. I CAN ACT WITHOUT BIAS.
NAME		CR K WHITE

NATURE OF INTEREST	OF	IMPARTIALITY
INTEREST DESCRIPTION		KNOW THE APPLICANTS.
NAME		CR L RUMBLE JP
NATURE OF INTEREST	OF	IMPARTIALITY
INTEREST DESCRIPTION		KNOW FROM PREVIOUS RECRUITMENT PROCESS.

7.2 APPOINTMENT OF ACTING/TEMPORARY CHIEF EXECUTIVE OFFICER		
NAME		DR GARRY HUNT PSM
NATURE OF INTEREST	OF	DIRECT FINANCIAL
INTEREST DESCRIPTION		I AM CURRENTLY EMPLOYED AS CHIEF EXECUTIVE OFFICER (TEMPORARY).
NAME		CR A SULLIVAN
NATURE OF INTEREST	OF	IMPARTIALITY
INTEREST DESCRIPTION		THE ACTING APPLICANTS ARE KNOWN TO ME THROUGH PREVIOUS EMPLOYMENT AT THE SHIRE OF ASHBURTON. I CAN ACT ON THIS ITEM WITHOUT BIAS.
NAME		CR L RUMBLE JP
NATURE OF INTEREST	OF	IMPARTIALITY
INTEREST DESCRIPTION		PREVIOUS EMPLOYMENT IN THE SHIRE.

5 CONFIRMATION OF MINUTES

5.1 Confirmation Of Previous Minutes

5.1.1 Minutes Of The Chief Executive Officer's Recruitment and Performance Review Committee Meeting Held On 10 December 2024

Committee Decision

Moved

Cr K White

Seconded

Cr M Lynch

That the Minutes of the Chief Executive Officer's Recruitment and Performance Review Committee Meeting held 10 December 2024 (Item 5.1.1 Attachment 1) be confirmed as a true and accurate record.

For: A Smith, A Sullivan, M Lynch, K White and L Rumble JP

Against: Nil

Carried 5/0

6 New Business Of An Urgent Nature Introduced By Council Decision

Nil

6 Confidential Matters

Committee Decision

Moved Cr M Lynch

Seconded Cr K White

That Council move behind closed doors at 8:54am, pursuant to clause 6.2 of the *Shire of Ashburton Standing Orders Local Law 2012* to consider the following confidential items.

7.1 Chief Executive Officer Recruitment

7.2 Appointment of Acting/Temporary Chief Executive Officer

Pursuant to sub section 5.23(2)(c) of the *Local Government Act 1995* which provides:

(a) a matter affecting an employee or employees

For: A Smith, A Sullivan, M Lynch, K White and L Rumble JP

Against: Nil

Carried 5/0

The Chief Executive Officer (Temporary) and Manager Governance left the meeting at 8:55am.

Dr Garry Hunt PSM disclosed a direct financial interest in Item 7.1 (detailed in Item 4.2).
SP A Smith disclosed an impartiality interest in Item 7.1 (detailed in Item 4.2).
Cr A Sullivan disclosed an impartiality interest in Item 7.1 (detailed in Item 4.2).
Cr K White disclosed an impartiality interest in Item 7.1 (detailed in Item 4.2).
Cr L Rumble JP disclosed an impartiality interest in Item 7.1 (detailed in Item 4.2).

7.1 Chief Executive Officer Recruitment

File Reference	PE.CE001
Applicant or Proponent(s)	Not Applicable
Author	J Bray, Manager Governance
Authorising Officer	Dr G Hunt PSM, Chief Executive Officer (Temporary)
Previous Meeting Reference	Ordinary Council Meeting 20 August 2024 – Item 11/CP.1 – 155/2024 Ordinary Council Meeting 20 August 2024 – Item 11/CP.2 – 156/2024 Ordinary Council Meeting 17 September 2024 – Item 11/CEO.1 – 172/2024 Ordinary Council Meeting 19 November 2024 – Item 18/CEO.1 – 232/2024 Ordinary Council Meeting 10 December 2024 – Item 11/CEO.1 – 247/2024 Ordinary Council Meeting 10 December 2024 – Item 11/CEO.2 – 248/2024 Ordinary Council Meeting 18 March 2025 – Item 12.1 – 027/2025
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Direct Financial
Attachments	1. Selection Report - Shire of Ashburton CEO

Reason for Confidentiality

Section under the Act	<i>This matter is to be considered behind closed doors pursuant to s.5.23(2)(a) of the Local Government Act 1995 as the subject matter relates to:</i>
Sub-clause and Reason:	<i>“s.5.23(2)(a) a matter affecting an employee or employees.”</i>

Report Purpose

The purpose of this report is to present the outcome of the recruitment process for the Chief Executive Officer (CEO) of the Shire of Ashburton (Shire).

The Chief Executive Officer's Recruitment and Performance Review Committee (Committee) is requested to consider the CEO Selection Panel's recommendation as detailed in Attachment 1, recommend the appointment of the preferred candidate to Council and endorse the proposed terms of the contract of employment.

Voting Requirements

Absolute Majority

Committee Decision

Moved **Cr K White**

Seconded **Cr L Rumble JP**

That the Chief Executive Officer's Recruitment and Performance Review Committee recommends that Council:

- 1. Notes the Chief Executive Officer Recruitment Panel recommendation as detailed in Attachment 1.**
- 2. Approves the making of an offer of employment to Applicant B.**
- 3. Approves the proposed terms of the contract of employment to be entered into by the Shire of Ashburton and the preferred applicant, as tabled at the meeting.**
- 4. Notes that where the preferred applicant negotiates terms different to the proposed terms approved by Council as per point 2 above, a further report must be presented to Council to approve the terms of the negotiated contract.**

For: **A Smith, M Lynch, K White and L Rumble JP**

Against: **A Sullivan**

Carried By Absolute Majority 4/1

Dr Garry Hunt PSM disclosed a direct financial interest in Item 7.2 (detailed in Item 4.2).

Cr A Sullivan disclosed an impartiality interest in Item 7.2 (detailed in Item 4.2).

Cr L Rumble JP disclosed an impartiality interest in Item 7.2 (detailed in Item 4.2).

7.2 Appointment of Acting/Temporary Chief Executive Officer

File Reference	PE.CE001
Applicant or Proponent(s)	Not Applicable
Author	J Bray, Manager Governance
Authorising Officer	J Bray, Manager Governance
Previous Meeting Reference	Ordinary Council Meeting 10 December 2024 – Item 18/CEO1 – 268/2024
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	Nil

Reason for Confidentiality

Section under the Act	<i>This matter is to be considered behind closed doors pursuant to s.5.23(2)(a) of the Local Government Act 1995 as the subject matter relates to:</i>
Sub-clause and Reason:	<i>“s.5.23(2)(a) a matter affecting an employee or employees.”</i>

Report Purpose

The purpose of this report is to consider the appointment of an Acting/Temporary Chief Executive Officer, commencing 12 June 2025 until such time as a contract of employment has been entered into for the vacant substantive role for a permanent Chief Executive Officer (CEO) of the Shire of Ashburton (Shire).

The Chief Executive Officer's Recruitment and Performance Review Committee (Committee) is requested to recommend to Council the appointment of an Acting/Temporary CEO from 12 June 2025.

Voting Requirements

Absolute Majority

Moved **Cr M Lynch**

Seconded **Cr K White**

- 1. Appoints Chantelle McGurk, Director Community Development as the acting Chief Executive Officer of the Shire of Ashburton for the period 12 June 2025 to 13 July 2025 (inclusive).**
- 2. Appoints Dr Garry Hunt PSM as the temporary Chief Executive Officer of the Shire of Ashburton for the period 14 July 2025 to 29 August 2025 (inclusive), acknowledging that this appointment may be terminated early if the substantive position of Chief Executive Officer is filled following the completion of the statutory recruitment process.**
- 3. Authorises the Shire President to execute the employment contract and any relevant correspondence appointing the temporary Chief Executive Officer as detailed in point 2 above, within the salary Band Level 2.**

For: A Smith, A Sullivan, M Lynch, K White and L Rumble JP

Against: Nil

Carried By Absolute Majority 5/0

Committee Decision

Moved **Cr K White**

Seconded **Cr M Lynch**

That the Chief Executive Officer's Recruitment and Performance Review Committee re-open the meeting to the public at 10:36am.

For: **A Smith, A Sullivan, M Lynch, K White and L Rumble JP**

Against: **Nil**

Carried 5/0

7 Next Meeting

The next Chief Executive Officer's Recruitment and Performance Review Committee Meeting will be determined at a later date.

8 Closure Of Meeting

There being no further business, the Presiding Member closed the meeting at 10:37am.