



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 _____

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.

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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 | <p>Ordinary Council Meeting 20 August 2024 – Item 11/CP.1 – 155/2024</p> <p>Ordinary Council Meeting 20 August 2024 – Item 11/CP.2 – 156/2024</p> <p>Ordinary Council Meeting 17 September 2024 – Item 11/CEO.1 – 172/2024</p> <p>Ordinary Council Meeting 19 November 2024 – Item 18/CEO.1 – 232/2024</p> <p>Ordinary Council Meeting 10 December 2024 – Item 11/CEO.1 – 247/2024</p> <p>Ordinary Council Meeting 10 December 2024 – Item 11/CEO.2 – 248/2024</p> <p>Ordinary Council Meeting 18 March 2025 – Item 12.1 – 027/2025</p> |
| 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

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.