

OFFICE OF THE CHIEF EXECUTIVE OFFICER

Organisational

1.2.4

TITLE: APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

ADOPTED: OMC 14 December 2017 – Pages 1030 - 1043

REVIEWED:

ASSOCIATED LEGISLATION:

Local Government Act 1995 section 5.36 (1) & (2) – refers to the appointment of a Chief Executive Officer by a Local Government and the Council being satisfied that the person is suitably qualified for the position.

ASSOCIATED DOCUMENTS:

REVIEW RESPONSIBILITY: Chief Executive Officer

DELEGATION: Nil

Previous Policy Number: Nil

Objective:

To allow the proper appointment of an Acting Chief Executive Officer in accordance with the *Local Government Act 1995*.

Definitions:

Nil.

Policy:

The Council recognises that it is imperative for the continued efficient operations of the Shire administration that during periods of absence of the Chief Executive Officer a suitable person can be appointed as the Acting Chief Executive Officer.

The Chief Executive Officer will nominate a person who holds a position of Director of the Shire of Broome; all of whom the Council is satisfied, are suitably qualified to act as Chief Executive Officer.

In the event that no other Director has been selected, then the permanent Director Development and Community (DDC) is deemed to be the Acting Chief Executive Officer. If DDC becomes unavailable during a period of acting the acting will default to the permanent Director Corporate Services. However, in the event of exceptional

circumstances, arrangements for an Acting Chief Executive Officer will be referred to Council.

Advice Note:

The Department of Local Government has advised that the selection of an officer for higher duties as Acting Chief Executive Officer is a function of the Chief Executive Officer.