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## Attachments

Nil

# Minutes



Minutes of the open section of the special meeting of the seventh Campaspe Shire Council, held in the Echuca Civic Centre, on Tuesday, 7 May 2019 commencing at 5:00pm.

## Present

Councillors: Adrian Weston (Mayor), Vicki Neele (Deputy Mayor), Daniel Mackrell, Kristen Munro, Neil Pankhurst, Leanne Pentreath, Annie Vickers, Leigh Wilson, John Zobec

## Officers

Fleur Cousins – Acting Chief Executive Officer

Andrew Cowin – Acting General Manager Infrastructure Services

Paul McKenzie – General Manager Regulatory & Community Services

Frank Crawley – Governance Manager

Sharolyn Taylor – Council Support Officer

## 1. Apologies

Nil.

## 2. Declaration of Interests

Disclosure of Conflict of Interests are to be made immediately prior to any relevant item being discussed.

### *Local Government Act 1989 Section 79*

- (1) If a Councillor or member of a special committee has a conflict of interest in a matter which is to be considered or discussed at a meeting of the Council or the special committee, the Councillor or member must, if he or she is attending the meeting, disclose the conflict of interest in accordance with subsection (2).
- (2) A Councillor or member of a special committee who has a conflict of interest and is attending the meeting of the Council or special committee must make a full disclosure of that interest:
  - (a) by either
    - (i) advising the Council or special committee at the meeting of the details required under paragraphs (b) and (c) immediately before the matter is considered at the meeting; or
    - (ii) advising the Chief Executive Officer in writing of the details required under paragraphs (b) and (c) before the meeting; and
  - (b) classifying the type of interest that has given rise to the conflict as either:
    - (i) a direct interest; or
    - (ii) an indirect interest and specifying the particular kind of indirect interest under section 78, 78A, 78B, 78C, 78D or 78E; and
  - (c) describing the nature of the interest; and
  - (d) if the Councillor or member advised the Chief Executive Officer of the details under paragraph (a)(ii), the Councillor or member must make a disclosure of the class of interest only to the meeting immediately before the matter is considered at the meeting.

Nil

### 3. Appointment of Acting Chief Executive Officer

**Author:**

Paul McKenzie, Acting Chief Executive Officer

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**1. Purpose**

To extend Fleur Cousins' period of appointment as Acting Chief Executive Officer, until 9:00am Monday 27 May 2019.

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**2. COUNCILLORS NEELE / PANKHURST**

**That Council extends the appointment of Fleur Cousins in the position of Acting Chief Executive Officer for the period commencing 5:00pm Friday 24 May 2019 until 9:00am Monday 27 May 2019.**

**CARRIED**

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**3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest regarding this matter.

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**4. Charter of Human Rights**

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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**5. Instrument of Delegation**

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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**6. Background**

Council's previous Chief Executive Officer (CEO) Mr Jason Russell ceased employment with Campaspe Shire Council at 5:00pm on Friday, 12 April 2019. Council appointed Paul McKenzie to the position of Acting Chief Executive Officer for the period commencing 5:00pm Friday, 12 April 2019 until 5:00pm Friday 3 May 2019 and Ms Fleur Cousins to the position of Acting Chief Executive Officer for the period commencing 5:00pm Friday 3 May 2019 to 5:00pm Friday 24 May 2019.

The *Local Government Act 1989* allows Council to appoint a person to be Acting CEO for a period of up to 12 months and provides that the appointment of a new CEO must be made by Council at a Council meeting.

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**7. Issues and Risk Management****Issues:**

It is a requirement of the Local Government Act for Council to have a CEO in place at all times. The extension of appointment will facilitate this requirement being met.

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**Risk:**

Risk management has been considered in the preparation of this report and no risks with a high or extreme rating have been identified in this process.

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**8. Strategic Planning Environments**

Strong and Engaged Communities: No Impact

Resilient Economy: No Impact

Healthy Environment: No Impact

Balanced Services and Infrastructure: No Impact

Responsible Management: Ensuring the ongoing appointment of an Acting CEO while Council undertakes a process to appoint a CEO aligns with providing responsible management and complying with the obligations of the *Local Government Act 1989*.

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**9. Consultation**

No consultation has been undertaken in the preparation of this report.

## 4. Closed Session of the Meeting to the Public

COUNCILLORS ZOBEC / PANKHURST

That pursuant to the provisions of the *Local Government Act 1989*, the meeting will now be closed to members of the public at 5:03pm to enable the meeting to discuss matters in item 5 which the Council may, pursuant to the provisions of Section 89(2) of the *Local Government Act 1989* (the Act) resolve to be considered in Closed Session, being a matter contemplated by Section 89(2) of the Act, as follows:

- (a) personnel matters

CARRIED

## 5. Confidential Business

### 5.1 89(2)(a) personnel matters

## 6. Confidential Council Meeting Close

COUNCILLORS VICKERS / MUNRO

That all matters discussed and information provided during the course of the confidential section of this meeting are to remain confidential save for matters agreed by resolution of Council determined to be no longer confidential.

CARRIED

## 7. Items Determined to be no Longer Confidential

Nil

## 8. Open Meeting to the Public

COUNCILLORS NEELE / VICKERS

That Council resolves to open the meeting to the public at 5:07pm

CARRIED

## 9. Close Meeting

There being no further business, the meeting concluded at 5:08pm.

  
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CR ADRIAN WESTON, MAYOR