

# Governance and Corporate Leadership

GL7 Acting Chief Executive Officer



24 May 2017

*This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with Goal 5 – Effective Leadership and Governance*

## Objectives

To establish guidelines for filling the position of Acting Chief Executive Officer when the CEO is on leave or during periods of unforeseen prolonged absence.

## Policy

The Council will appoint an Acting Chief Executive Officer to fulfil the duties and exercise the powers of the Chief Executive Officer in periods of annual leave and during periods of unforeseen prolonged absence of the Chief Executive Officer for more than four weeks. The appointment will be made from the Executive Officers of the Council on a rotational basis in accordance with the length of service in the Shire's employment. The CEO has the legislative power to appoint an Acting CEO under section 5.44 of the Local Government Act 1995, and this will be exercised for periods of up to four weeks.

## Application

The CEO is to provide the required report to Council to make the appointment in a timely manner. This policy is to be reviewed every three years.

### Document and version control table

<b>Strategic outcome</b>	Corporate Plan 2014-2018 Goal 5 – Effective Leadership and Governance	
<b>Responsible Directorate</b>	CEO	
<b>Authority of original issue</b>	Council	
<b>Date of original issue</b>	Council meeting date 27 August 2009	
<b>Contact officer</b>	CEO EA	
<b>Date of next review</b>	May 2020	
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Version	Date issued	Brief description
1.0	27/8/2009	Initial issue
2.0	23/1/2013	Full review
3.0	24/5/2017	Full review

GOVERNANCE AND CORPORATE LEADERSHIP GL7 – ACTING CHIEF EXECUTIVE OFFICER

