

Acting Chief Executive Officer

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| Policy Type: Council Policy Policy Owner: Executive Manager Organisational Development | Policy No. CP- 007 Last Review Date: 17 May 2016 |
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Policy Objectives

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

Policy Scope

This policy extends to all Acting Chief Executive Officer periods.

Policy Statement

During periods of absence of the Chief Executive Officer, the Chief Executive Officer will nominate a person who holds a position of Director or Executive Manager of the City of Melville; all of whom the Council is satisfied, are suitably qualified to act as Chief Executive Officer. In the event that no other Director or Executive Manager has been selected, then the Director Corporate Services is deemed to be the Acting Chief Executive Officer.

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.

References that may be applicable to this Policy

Legislative Requirements: Local Government Act 1995

Procedure, Process Maps, Work Instructions:

Other Plans, Frameworks, Documents Applicable to Policy:

Delegated Authority No:



ORIGIN/AUTHORITY

Corporate & Community Services Committee
(Formerly Human Resources Policy HR1)

05/10/99

ITEM NO.

A99/1015

REVIEWS

Corporate & Community Services Committee
Community & Technical Services Committee
Community & Technical Services Committee
Ordinary Meeting of Council
Ordinary Meeting of Council
Ordinary Meeting of Council
Ordinary Meeting of Council

05/03/02
05/10/04
04/07/06
15/12/09
21/02/12
18/02/14
17/05/2016

C02/1004
C04/5015
C06/5020
C09/5097
C12/5214
M14/5341
C16/5484