



# MINUTES

## UNSCHEDULED MEETING OF COUNCIL

Thursday, 18 November 2021

Held at the Swan Hill Town Hall  
McCallum Street Swan Hill  
Commenced at 11am

### **COUNCIL:**

Cr J Benham – Mayor

Cr B Moar  
Cr A Young  
Cr LT McPhee  
Cr C Jeffery  
Cr S King  
Cr N McKay

Confirmed 21 December 2021

Chairperson.....

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## **SECTION A – PROCEDURAL MATTERS**

- **Welcome**

Mayor, Councillor Jade Benham assumed the chair and declared the meeting open at 11am.

- **Acknowledgement of Country**

Mayor, Councillor Jade Benham read the Acknowledgement of Country.

- **Prayer**

Cr Bill Moar read the prayer.

- **Apologies/Leaves of Absence**

Nil

### **Recommendations**

**That the apologies be accepted.**

- **Directors/Officers Present**

Heather Green, Acting Chief Executive Officer  
Joel Lieschke, Director Corporate Services  
Sharon Lindsay, Executive Assistant

- **Disclosures of Conflict of Interest**

Nil

## **SECTION B – REPORTS**

### **B.21.111 MOTION TO LIFT A REPORT OFF THE TABLE**

**Responsible Officer:** Chief Executive Officer  
**File Number:** 2019/75  
**Attachments:** Nil.

#### **Declarations of Interest:**

Heather Green - as the responsible officer, I declare that I have no disclosable interests in this matter.

#### **Summary**

At the Scheduled Meeting of Council held on 16 November 2021, the “Acting Chief Executive Officer” report was laid on the table to enable further discussions.

This has now occurred and the matter is ready for Council consideration.

#### **Council Plan Strategy Addressed**

***Governance and leadership*** - Effective partnerships and relationships with key stakeholders and staff.

#### **Options**

Council has the option to either lift the report off the table or continue to have it lay on the table.

#### **Recommendation**

**That Council lift the report about the Acting Chief Executive Officer off the table.**

#### **165/21 Motion**

#### **MOVED Cr Jeffery**

**That Council lift the report about the Acting Chief Executive Officer off the table.**

#### **SECONDED Cr Moar**

**The Motion was put and CARRIED**

**166/21 Motion**

**MOVED Cr McKay**

**That Council move to go in-camera at 11.02am to discuss personnel matters.**

**SECONDED Cr King**

**MOVED Cr Les McPhee an amendment to the motion**

**That Council:**

- 1. Go in-camera at 11.05am for the discussion around the position.**
- 2. Come out of in-camera for the motion to be discussed.**

**SECONDED the amendment Cr Moar**

**The AMENDMENT was put and CARRIED**

**Motion**

**MOVED Cr Les McPhee**

**That Council:**

- 1. Go in-camera at 11.05am for the discussion around the position.**
- 2. Come out of in-camera for the motion to be discussed**

**SECONDED Cr Moar**

**The Motion was put and CARRIED**

**167/21 Recommendations**

**MOVED Cr King**

**That Standing Orders be resumed at 11.29am.**

**SECONDED Cr McPhee**

**The Motion was put and CARRIED**

### **B.21.112 ACTING CHIEF EXECUTIVE OFFICER**

**Responsible Officer:** Director Corporate Services  
**File Number:** S18-14-05-001  
**Attachments:** Nil.

#### **Declarations of Interest:**

Joel Lieschke - as the responsible officer, I declare that I have no disclosable interests in this matter.

#### **Summary**

Council's current Acting Chief Executive Officer (CEO) was appointed on a short term basis while an external Acting CEO is recruited. Council is now in a position to appoint a temporary Acting CEO.

#### **Discussion**

Council's current Acting CEO was appointed for a short term in order to give time to recruit an Acting CEO for a longer period, until a new permanent CEO is appointed. The recruitment of a permanent CEO is expected to take between three and six months.

Council contacted several recruiting firms and reviewed candidates provided for the Acting CEO role. Following that process Ms Rosanne Kava was nominated as the preferred candidate. Ms Kava was offered and accepted the position subject to a formal resolution of Council to appoint her to the position.

Ms Kava is a very experienced Local Government senior executive who has previously filled positions with Swan Hill Rural City Council including Director Infrastructure and Deputy CEO. Ms Kava was the CEO at a neighbouring council and has good knowledge of the region, municipality and organisation and is very well placed to fill the Acting CEO role. Ms Kava can commence duties on Monday 22 November 2021.

#### **Consultation**

Not appropriate for this item.

#### **Financial Implications**

The 2021/22 Budget allows for the salary of the CEO. Any variation in the amounts paid to the Acting CEO or new CEO will be managed within the overall 2021/22 Budget.

#### **Social Implications**

Not applicable.

### **Economic Implications**

Not applicable.

### **Environmental Implications**

Not applicable.

### **Risk Management Implications**

Ms Kava is currently an independent member of Councils Audit and Risk Committee. Ms Kava will be required to resign from this committee prior to her appointment as temporary CEO role.

### **Council Plan Strategy Addressed**

***Governance and leadership*** - Effective and efficient utilisation of resources.

### **Options**

Council can choose to appoint Ms Rosanna Kava or select another candidate.

### **Recommendation**

**That Council appoint Ms Rosanne Kava as Council's Acting Chief Executive Officer commencing on Monday 22 November 2021, until such time as an appointment for a permanent CEO is made.**

### **168/21 Motion**

#### **MOVED Cr King**

**That Council:**

- 1. Appoint Ms Rosanne Kava as Council's Acting Chief Executive Officer on a full time basis commencing on Monday 22 November 2021 or other agreed date, with the appointment reviewed on a 3 monthly basis until such time as an appointment for a permanent CEO is made.**
- 2. Direct the Acting CEO Ms Rosanne Kava to commence the recruitment of a permanent CEO.**

#### **SECONDED Cr Moar**

**Cr McKay MOVED an AMENDMENT to the motion**

- 1. Appoint Ms Rosanne Kava as Council's Acting Chief Executive Officer on a full time basis commencing on Monday 22 November 2021 or other agreed date, with the appointment reviewed on a 3 monthly basis until**

such time as an appointment for a permanent CEO is made.

2. Direct the Acting CEO Ms Rosanne Kava to commence the recruitment of a permanent CEO.
3. That transparent executive best practice recruitment processes be utilised in recruitment of a permanent CEO and that all Councillors be consulted throughout this process.

The amendment LAPSED due to want of a seconder

**MOVED Cr King**

**That Council:**

1. Appoint Ms Rosanne Kava as Council's Acting Chief Executive Officer on a full time basis commencing on Monday 22 November 2021 or other agreed date, with the appointment reviewed on a 3 monthly basis until such time as an appointment for a permanent CEO is made.
2. Direct the Acting CEO Ms Rosanne Kava to commence the recruitment of a permanent CEO.

**SECONDED Cr Moar**

**The Motion was put and CARRIED**

There being no further business the Mayor, Councillor Jade Benham closed the meeting at 11.38am.