



**SOUTHERN DOWNS  
REGIONAL COUNCIL  
SPECIAL MEETING OF COUNCIL**

Dear Councillors

Your attendance is hereby requested at the Special Meeting of Council to be held in the Council Chambers, Southern Downs Regional Council, 64 Fitzroy Street, Warwick on **Thursday, 26 September 2024** at **1:00PM**.

Notice is hereby given of the business to be transacted at the meeting.

**Steve Johnston**

**ACTING CHIEF EXECUTIVE OFFICER**

23 September 2024



**ORDER OF BUSINESS:**

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1. **ACKNOWLEDGEMENT OF COUNTRY**
2. **ATTENDANCE AND APOLOGIES**
3. **DECLARATIONS OF CONFLICTS OF INTEREST**

## 4. EXECUTIVE SERVICES REPORTS

### 4.1 Appointment of Acting Chief Executive Officer

#### Document Information

 Southern Downs REGIONAL COUNCIL	<b>Report To: Special Council Meeting</b>	
	<b>Reporting Officer:</b>	<b>Meeting Date: 26 September 2024</b>
	Mayor	<b>ECM Function No/s:</b>

#### Recommendation

THAT Council:

1. Appoint Steve Johnston as Acting Chief Executive Officer from 26 September 2024 up to and including 31 January 2025.
2. Delegate authority to the Mayor to amend the term of the short-term contract for the Acting Chief Executive Officer if required.

#### REPORT

##### Background

The Acting Chief Executive Officer was originally appointed to act in the role from 9 September 2024 to 8 November 2024 whilst the former Chief Executive Officer was on leave.

##### Report

Following the termination of the former Chief Executive Officer on 18 September 2024, Council is required, in accordance with Section 195 of the *Local Government Act 2009*, to appoint an Acting Chief Executive Officer.

The purpose of this report is to confirm the arrangements for the extension of the current Acting Chief Executive Officer through to 31 January 2025 to enable the recruitment process for the Chief Executive Officer role to be undertaken.

Attached is a copy of the proposed Letter of Offer (Attachment 1).

#### FINANCIAL IMPLICATIONS

In accordance with Contract arrangements.

## RISK AND OPPORTUNITY

### Risk

Nil.

### Opportunity

Nil.

## COMMUNITY ENGAGEMENT

### Internal Consultation

Nil.

### External Consultation

Nil.

## LEGAL / POLICY

### Legislation / Local Law

Local Government Act 2009  
Local Government Regulations 2012

### Corporate Plan

#### Goal 4      Our Performance

**Outcome:**    4.5    We have genuine and effective partnerships.

**Objective:**   4.5.1   We act in an honest, open and respectful way to build strong relationships, partnerships and trust with our stakeholders at all levels of the organisation.

### Policy / Strategy

Nil.

## ATTACHMENTS

1. Letter of Offer (Confidential - Provided to Councillors only)