Shire of Menzies

CEO SELECTION COMMITTEE MEETING

MINUTES

SECTION 5.9 (2)(d) LGA 1995

Committee Brief:

To recommend to the Council a person to be appointed as CEO of the Shire of Menzies pursuant to Section 5.36 of the Local Government Act 1996 and the Local Government (Administration) Regulations 1996

A meeting of the CEO Selection Committee was held in the Council Chambers, 124 Shenton Street, Menzies, at 9.30am on Thursday 18 June 2026.

Rob Stewart
Acting Chief Executive Officer

Committee Members:
Cr P Warner, Cr S Sudhir, Cr J Dwyer and Mr S Tweedie
(Council Resolution-055/26)

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1 DECLARATION OF OPENING

The Presiding Member declared the meeting open at 9.31am.

2 RECORD OF ATTENDANCE

Committee Members:	Cr P Warner, Presiding Member Cr S Sudhir Cr J Dwyer Mr S Tweedie (joined electronically at 9.31am)
Staff:	Mr R Stewart, Acting Chief Executive Officer
Recruitment Consultant:	Ms L Highfield (joined electronically at 9.31am)

3 DISCLOSURES OF INTEREST

Nil

SUSPENSION OF STANDING ORDERS:

Committee Resolution Number:	**CSC 001/26**

Moved: **Cr J Dwyer** **Seconded:** **Cr S Sudhir**

That those parts of Standing Orders that would prevent a member from speaking more than once to a motion, or longer than five minutes, or when no motion is before the meeting be suspended.

Carried	**4 / 0**

For: Cr P Warner, Cr S Sudhir, Cr J Dwyer and Mr S Tweedie
Against: Nil

4 REPORT OF OFFICERS

Draft CEO Application Package

Discussion:

- Lydia requested a copy of the minutes of the Special Meeting of the Council held on 27 May 2026 relating to the recruitment of a substantive CEO.

- Remuneration:
  The Committee noted that the remuneration of the substantive CEO would be in accordance with the Salaries and Allowances Tribunal Ruling for Band 4 councils and would include housing and utilities as part of the Total Reward Package.

- The application package still needs some tidying up and the Acting CEO would attend to this. This would include pictures and one page of notes.

- Particular Traits of the Successful Applicant:
  Experience with road building and maintenance
  Experience with aboriginal settlements
  Project management experience

- Projects the Council would like to see attended to:
  Town Hall refurbishment
  Goongarrie Cottages
  Niagara campground and dam
  Development of Industrial Land
  Effluent Disposal
  Old Post Office
  Heritage Listings
  Lake Ballard facilities, land tenure and Gormley installation.

- Benefits of living in Menzies
  Kalgoorlie 130 km distant on a paved highway
  Modern hospital in Kalgoorlie and a nursing post in Menzies weekly
  Contemporary ICT facilities
  Auditor General list of top 20 councils in state
  Provision of executive residence

- Confidentiality Agreement
  Noted that all members and Acting CEO would need to sign a confidentiality agreement.

- Fly in/Fly out
  The Committee noted that candidates who express a wish to undertake the substantive role as a fly in/fly out appointment should be advised that this would not be acceptable to the Council, although the possibility of say, a Kalgoorlie

resident living in Menzies for the working week and going back to Kalgoorlie on weekends would be worth exploring.

- Probation
  The Committee was undecided whether the successful applicant's contract should include a probation period.

- Draft Contract
  Lydia will send a draft contract for the Committee's consideration and adoption by the Council.

- Next Meeting
  At close of submission of applications.

RESUMPTION OF STANDING ORDERS:

COUNCIL DECISION:

Committee Resolution Number:	**CSC 002/26**

Moved: **Cr J Dwyer** **Seconded:** **Cr S Sudhir**

That Standing Orders be resumed.

Carried	**4 / 0**

For: Cr P Warner, Cr S Sudhir, Cr J Dwyer and Mr S Tweedie
Against: Nil

5 NEXT MEETING

The next meeting of the CEO Selection Committee will be held after the close of submissions for the CEO position.

6 CLOSURE OF MEETING

The Presiding Member declared the meeting closed at 10.41am.