



## 1.7 Guiding principles - Chief and senior executive appointments

### Scope

These guiding principles assist Special Purpose Vehicles (SPV) with the recruitment, appointment and establishment of conditions of employment for chief and senior executives.

### Overarching principles

SPVs should have Board approved policies and procedures for the recruitment and appointment of chief and senior executives. Such policies should articulate the SPV's commitment to ensure that appointments are made in a transparent manner, based on merit and be in accordance with specifications contained within the shareholder agreement. An information sheet for the shareholder agreement is provided in 1\_3\_IS Shareholder Agreement.

Policies and procedures must contain approval steps that align to the delegated authority and structure.

The term of employment should be a fixed term contract basis. The length of the fixed term contract should not exceed the lifecycle of the SPV itself. In the instance that the SPV's life is expected to be longer than three years, the fixed term contract should be no longer than three years with an option to extend the contract for no longer than a further two years or the end of the SPV's life (which ever is shorter).

Probity checks on preferred applicants should also be undertaken prior to offering the position and include: police checks; Australian Securities and Investments Commission checks; and bankruptcy checks. Independent probity reviews should also be conducted on potential senior executives' pecuniary interests.

It is expected that the level of remuneration be agreed via a remuneration committee. Guiding principles for remuneration are provided in 1\_9\_GP Remuneration. Additionally a Remuneration Committee Charter template is provided in 1\_10\_T Remuneration Committee Charter.

### More information

For more information, please visit [www.dip.qld.gov.au](http://www.dip.qld.gov.au) or email [SPV@dip.qld.gov.au](mailto:SPV@dip.qld.gov.au).