



Shire of
Serpentine
Jarrahdale

7

CEO Employment Committee

Confirmed Minutes

Monday, 25 February 2019
5.30pm

Purpose: Confidential Item – CEO Performance Review

Please note: As the purpose of this meeting is regarding the CEO Performance Review, the item will be discussed behind closed doors.

Endorsed Council 18 March 2019
OCM035/03/19

Contact Us

Enquiries

Call: (08) 9526 1111
Fax: (08) 9525 5441
Email: info@sjshire.wa.gov.au

In Person

Shire of Serpentine Jarrahdale
6 Paterson Street, Mundijong WA 6123
Open Monday to Friday 8.30am-5pm (closed public holidays)



www.sjshire.wa.gov.au



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Minutes of the CEO Employment Committee Meeting held in the Council Chambers, Civic Centre, 6 Paterson Street, Mundijong on Monday 25 February 2019.

The Presiding Member Councillor Atwell declared the meeting open at 5.30pm and welcomed Councillor and Staff. Councillor Atwell acknowledged that the meeting was being held on the traditional lands of the Noongar People and paid his respects to their Elders past and present.

Minutes

1. Attendances and apologies (including leave of absence):

In Attendance:

Councillors: D Atwell.....(Presiding Member)
M Byas
K McConkey (Deputy Delegate)
M Rich
J See

Officers: Ms H Sarcich Deputy CEO / Director Community Services
Ms L Simpson..... Manager Human Resources

Apologies: Nil.

2. Declaration of Councillors and Officers interest:

Nil.

3. Receipt of minutes or reports and consideration of adoption of recommendations from Committee meetings held since the previous Council meetings:

3.1 Minutes of previous CEO Employment Committee Meeting - 3 December 2018

3.1.1 CEO Employment Committee – 3 December 2018

CEO000/02/19 CEO Employment Committee Resolution

Moved Cr Rich, seconded Cr Byas

That the minutes of the CEO Employment Committee Meeting held on 3 December 2018 be confirmed (E18/14121).

CARRIED UNANIMOUSLY 5/0



4. Confidential Reports:

CEO001/02/19 CEO Employment Committee Resolution

Moved Cr Rich, seconded Cr McConkey

That the meeting be closed to members of the public at 5.32pm whilst item CEO001/02/19 is discussed pursuant to section 5.23(2)(a) of the *Local Government Act 1995*.

CARRIED UNANIMOUSLY 5/0

At 5.32pm, the meeting went behind closed doors.

CEO001/02/19 – CONFIDENTIAL - CEO Performance Review (SJ2071)	
Responsible Officer:	Manager Human Resources
Senior Officer/s:	Deputy CEO / Director Community Services
Disclosure of Officers Interest:	No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .

Voting Requirements: Absolute Majority

Officer Recommendation:

That the CEO Employment Committee recommends:

1. That Council **ACCEPTS** the report as per attachment 1 submitted by Portland Broome for the CEO Performance Review, which indicated that the CEO's Overall Performance was rated as a 4.2, which is a high level of performance for the June 2018 to January 2019 period.
2. That Council **ENDORSES** the 2019 Key Performance Indicators as per attachment 2 for the 2020 CEO Performance Review.
3. That Council **ACCEPTS** the report as per attachment 3 submitted by Portland Broome for the CEO Remuneration review and **ENDORSES** the recommendation documented within the report.



CEO002/02/19 CEO Employment Committee Resolution

Moved Cr Rich, seconded Cr McConkey

That the CEO Employment Committee recommends:

- 1. That Council ACCEPTS the report as per attachment 1 submitted by Portland Broome for the CEO Performance Review, which indicated that the CEO's Overall Performance was rated as a 4.2, which is a high level of performance for the June 2018 to January 2019 period.**
- 2. That Council ENDORSES the 2019 Key Performance Indicators as per attachment 2 for the 2020 CEO Performance Review, and that these Key Performance Indicators be made public on adoption by Council.**
- 3. That Council ACCEPTS the report as per attachment 3 submitted by Portland Broome for the CEO Remuneration review and ENDORSES the recommendation documented within the report.**

CARRIED BY ABSOLUTE MAJORITY 5/0

Reason for difference to Officers Recommendation

Allows for openness and transparency to the Community to see the Key Performance Indicators set for the Chief Executive Officer.

Please note that the CEO Employment Committee does not have delegated authority to make decisions. All recommendations of the CEO Employment Committee are presented to Council for ratification.

CEO003/02/19 CEO Employment Committee Resolution

Moved Cr Byas, seconded Cr Rich

That the meeting be re-opened to members of the public at 5.43pm.

CARRIED UNANIMOUSLY 5/0

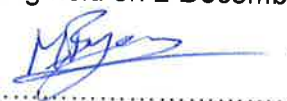
5. Urgent business:

Nil.

6. Closure:

There being no further business the meeting closed at 5.43pm.

I certify that these minutes were confirmed at the
CEO Employment Committee Meeting held on 2 December 2019.


.....
Cr *Malcolm Stas* – Presiding Member
02 DEC 2019
.....

Date

