



**CONFIDENTIAL CHIEF EXECUTIVE
OFFICER PERFORMANCE REVIEW
COMMITTEE MEETING**

CONFIDENTIAL MATTERS

- 9.1 Outcomes of the Chief Executive Officer Performance Review for 2016-
17 year (Attachment).....4

Released 27 July 2021

9.1 OUTCOMES OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW FOR 2016-17 YEAR

Contact Person: Ms Rosemary Munslow

Why is this matter confidential?

Subject to an order pursuant to Section 90 (3) (a) of the Local Government Act 1999, this matter is confidential because the present matter relates to information pertaining to the personal affairs of persons and the disclosure of this information would be unreasonable because the information is sensitive to those persons and is not a matter of public knowledge.

A. COUNCIL/COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE

No action – this motion passed in the open section.

B. THE BUSINESS MATTER

9.1 OUTCOMES OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW FOR 2016-17 YEAR

Responsible Executive Manager : Ms Rosemary Munslow

Report Author : Ms Rosemary Munslow

Delegated Authority : Matters which cannot be delegated to a Committee or Staff.

Attachments : 1. CEO Performance Review 2016/17

PURPOSE

For the Committee to consider the Outcomes from the Chief Executive Officer Performance Review 2016-17 and provide advice to Council on the performance, in the lead up to the remuneration and conditions of employment review for the Chief Executive Officer.

STAFF RECOMMENDATION

That Council endorse the CEO Performance Review 2016/17 Report from Jane Jeffreys Consulting.

EXECUTIVE SUMMARY

The Chief Executive Officer performance has undergone a performance review in accordance with the CEO Contract of Employment.

Whilst the Committee's Charter allows the Committee to determine all activities associated with reviewing the Chief Executive Officer's performance, the Committee is required to review and provide advice to Council on the remuneration and conditions of employment for the Chief Executive Officer.

The review has been undertaken and the outcomes are provided.

1. BACKGROUND

The CEO Employment Agreement requires that the Performance Review will be conducted in accordance with the Personal Evaluation System each year, typically in July, for the term of the agreement.

The CEO Performance Review Committee endorsed the process for the 2016/17 at its meeting on 10 July 2017.

2. RELEVANCE TO STRATEGIC PLAN

1: Smart Service Delivery Program

Outcome 1.2 Improved service delivery

3. PUBLIC CONSULTATION

Council are not required to consult with the Public on this matter.

4. DISCUSSION

- 4.1 The Employment Agreement outlines that the review will assess the CEO's performance by reference to the review process that currently exists at the Council measured against the CEO's duties as outlined in the Agreement.
- 4.2 The performance review will review the CEO's Position Description and key performance indicators through the review process that currently exists.
- 4.3 Jane Jeffreys Consulting has facilitated the review as per the Committee endorsed review process 10 July 2017.
- 4.4 The review process included a survey of Council Members and General Managers, an opportunity for further discussion and a CEO self-assessment.
- 4.5 The CEO's Position Description must be reviewed and, if necessary, amended by agreement within two months after each performance review.

5. OPTIONS

Recommendation

That Council endorse the CEO Performance Review 2016/17 Report from Jane Jeffreys Consulting.

Option 2

That Council endorse the CEO Performance Review 2016/17 Report from Jane Jeffreys Consulting with the following outcomes:

- 1 _____
- 2 _____
- 3 _____

C. COUNCIL/COMMITTEE TO DECIDE HOW LONG ITEM 9.1 IS TO BE KEPT IN CONFIDENCE

Purpose

To resolve how long agenda item 9.1 is to be kept confidential.

STAFF RECOMMENDATION

Pursuant to Section 90(2) and Section 91(7) of the Local Government Act 1999, the Council/Committee orders that the following aspects of Item 9.1 be kept confidential in accordance with Council's/Committee's reasons to deal with this item in confidence pursuant to Section 90 (3) (a) of the Local Government Act 1999:

- Report for Item 9.1
- Attachment(s) for Item 9.1
- Discussion for Item 9.1
- Decision for Item 9.1

This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the Local Government Act 1999.