



CEO Performance Review Committee Meeting

Minutes

**Harvey Council Chamber
Friday, 16 August 2024
10AM**

Agenda

1. Official Opening4

2. Record of Apologies and Leave of Absence.....4

3. Declarations of Members' and Officers' Personal Interest4

4. Items for Discussion4

5. Closure of Meeting5

1. Official Opening

Disclaimer

The CEO Performance Review Committee acknowledges that the Committee does not have delegation to act on behalf of Council for decisions effecting the performance of the Chief Executive Officer. All decision relating to the employment of the Chief Executive Officer are provided by the CEO Performance Review Committee as recommendations to the Council and in accordance with Council Policy.

The Shire President Michelle Cambell opened the meeting at 10am.

Acknowledgement of Country

The Shire of Harvey acknowledges the traditional custodians of the land and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures, and to Elders and Emerging Elders both past and present.

2. Record of Apologies and Leave of Absence

Delegates Present:

- President Michelle Campbell
- Cr Robyn Coleman
- Cr John Bromham
- Cr Michelle Boylan
- Cr Dakota Krispyn

Deputy Delegate Present

- Cr Wendy Dickinson

Spectator Council Members:

- Nil.

Ms Belinda Cogllhan OD Consultant Services

3. Declarations of Members' and Officers' Personal Interest

Nil.

4. Items for Discussion

In accordance with *Local Government Act 1995* section 5.23 (2)(a) the contents of this Agenda should be considered confidential and will be closed to members of the public:

- 2) *If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —*
- (a) *a matter affecting an employee or employees;*

4.1 Present Key findings from the Consultation Findings Report (2023–2024)

Confidential Attachment 1

4.2. Recommendations for any changes to the KPI's from 2023–2024.

Confidential Attachment 2

4.3. Share and get feedback on New CEO Key Performance Indicators for 2024–2025.

Confidential Attachment 3

4.4. Remuneration Review

Confidential Attachment 4

4.5. CEO Contract

Confidential Attachment 5

Officers Recommendation

That the CEO Performance Review Committee:

1. Provide the recommendations as confirmed at this Meeting to Council at the August Ordinary Council Meeting 2024.
2. Request the Manager Governance and Strategy Prepare a report to Council to present the recommendations of the Committee as contained in the confidential attachments and Consolidated Findings Report.

CEO Performance Review Committee Resolution

That the CEO Performance Review Committee:

1. Notes the appraisal of Ms Riordan, Chief Executive Officer, has been completed for the period of July 2023 to June 2024.
2. Recommends the findings of the 2023–2024 Annual Performance and Remuneration Review Report as presented by OD Consulting Services and congratulates Ms Riordan for her efforts and achievements.
3. Recommends and increase of 4% to the cash component of the Chief Executive Officer's package effective 1 July 2024.
4. Approves the Chief Executive Officer's Performance Criteria for the 2024–2025 period, as per *Attachment 1*.

Carried 4/1

For: Shire President Campbell, Cr Michelle Boylan, Cr John Bromham, Cr Dakota Krispyn

Against: Cr Robyn Coleman

5. Closure of Meeting

There being no further business to discuss, the meeting was declared closed at 11.15am.

I, Ms. Michelle Campbell, certify that the aforesaid Minutes of the meeting held on Friday, 16 August 2024 are a true and correct record of that meeting on Friday, 16 August 2024.



Mrs. Michelle Campbell
Shire President