



SHIRE OF
HARVEY



CEO Performance Review Committee **Minutes**

Harvey Council Chambers

Tuesday, 18 August 2026

11.30am

Shire of Harvey
CEO Performance Review Committee

Minutes for the meeting of the CEO Performance Review Committee held on Tuesday, 18 August 2026 in the Harvey Council Chamber, Young Street, Harvey, commencing at 11.30am.

Committee Membership

Chairperson	Shire President	M.	Campbell	
	Cr.	C.	Carbone	
	Cr.	W.	Dickinson	
	Cr.	R.	Coleman	
	Cr.	L.	Morley	
	Cr.	K.	McCarthy	<i>Observer</i>
	Cr.	J.	Bromham	<i>Observer</i>

Staff

Temporary Chief Executive Officer	Mr.	T.	Nottle	
Acting Manager Governance and Strategy	Mr.	T.	Stubbings	
Manager Information Technology	Mr.	A.	Ewing	
Senior Governance Officer	Ms.	C.	Peterson	<i>Electronically</i>

1. Official Opening

The Chairperson opened the meeting at 11.30am.

Disclaimer

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

(2)(b) a matter relating to the recruitment or employment of the CEO or a senior employee, including the following

(ii) a review of performance under section 5.38

The CEO Performance 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 Committee as recommendations to the Council and in accordance with Council Policy.

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, their cultures, and to Elders past, present and emerging.

2. Record of Apologies and Leave of Absence

Apologies

Nil.

Leave of Absence

Nil.

3. Declarations of Members' and Officers' Personal Interest

Nil.

4. Confirmation of Minutes

CEO Performance Review Committee – Friday, 16 August 2024.

That the Minutes of the CEO Performance Review Committee held on Friday, 16 August 2024 as published be confirmed as a true and correct record.

Recommendation

Moved: Cr. Morley

Seconded: Cr. Dickinson

That the Minutes of the CEO Performance Review Committee held on Friday, 16 August 2024 as published be confirmed as a true and correct record.

Carried 5-0

Votes:

For: President Campbell, Cr. Carbone, Cr. Dickinson, Cr. Coleman, and Cr. Morley

Against: Nil.

CEO Performance Review Committee – Tuesday, 19 August 2025.

That the Minutes of the CEO Performance Review Committee held on Tuesday, 19 August 2025 as published be confirmed as a true and correct record.

Recommendation

Moved: Cr. Dickinson

Seconded: Cr. Carbone

That the Minutes of the CEO Performance Review Committee held on Tuesday, 19 August 2025 as published be confirmed as a true and correct record.

Carried 5-0

Votes:

For: President Campbell, Cr. Carbone, Cr. Dickinson, Cr. Coleman, and Cr. Morley

Against: Nil.

5. Moving Behind Closed Doors

That the Committee move behind closed doors in accordance with section 5.23(2)(b)(ii), a matter relating to the recruitment or employment of the CEO or a senior employee, including a review of performance under section 5.38.

Moved: Shire President

Seconded: Cr. Coleman

That the Committee move behind closed doors.

Carried 5-0

Votes:

For: President Campbell, Cr. Carbone, Cr. Dickinson, Cr. Coleman, and Cr. Morley

Against: Nil.

The Committee moved behind closed doors at 11.36am

6. Suspend Standing Orders

That the Committee suspends Standing Orders to allow consideration of Item.

Moved: Shire President

Seconded: Cr. Coleman

That the Committee suspends Standing Orders.

Carried 5-0

Votes:

For: President Campbell, Cr. Carbone, Cr. Dickinson, Cr. Coleman, and Cr. Morley

Against: Nil.

7. Resume Standing Orders

That the Committee resumes Standing Orders.

Moved: Shire Pres

Seconded: Cr. Dickinson

That the Committee resume Standing Orders.

Carried 5-0

Votes:

For: President Campbell, Cr. Carbone, Cr. Dickinson, Cr. Coleman, and Cr. Morley

Against: Nil.

8. Returning from Behind Closed Doors

That the Committee return from behind closed doors in accordance with section 5.23(2)(b)(ii), a matter relating to the recruitment or employment of the CEO or a senior employee, including a review of performance under section 5.38.

Moved: Shire Pres

Seconded: Cr. Morley

That the Committee return from behind closed doors.

Carried 5-0

Votes:

For: President Campbell, Cr. Carbone, Cr. Dickinson, Cr. Coleman, and Cr. Morley

Against: Nil.

The Committee returned behind closed doors at 12.15pm.

9. Items for Discussion

Item No.:	9.1.
Subject:	Temporary CEO KPIs
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Governance and Strategy
Authorising Officer:	Chief Executive Officer
File No.:	C342/00002
Attachments:	Confidential Attachment 1 [9.1.1 – 4 pages]
	Confidential Attachment 2 [9.1.2 – 5 pages]

Reason for Confidentiality

Pursuant to Section 5.23(2)(b)(ii) of the Local Government Act 1995, portions of this report contained within **Confidential Attachment 1 and 2** include information relating to a review of performance of the CEO. Accordingly, the contents of both attachments are provided to Council on a confidential basis.

Should Council wish to discuss the information contained within the confidential attachment, Council will be required to resolve to close the meeting to members of the public in accordance with Section 5.23 of the *Local Government Act 1995*.

During the closed session, discussion is to be limited to the confidential information contained within the attachment and matters directly relating to the tender evaluation and recommendation.

Summary

Section 5.39 of the Local Government Act 1995 requires a CEO employment contract to specify performance criteria for the purpose of reviewing the CEO's performance.

The CEO's Contract of Employment contains contractual performance criteria covering Leadership and Strategic Management, Cultural Excellence and Community Enrichment, Collaboration, Governance and Sustainability.

The Local Government (Administration) Regulations 1996 also provide for additional performance criteria to be agreed between Council and the CEO as part of the CEO performance review framework.

Council is therefore requested to approve the additional performance criteria for the 2026–2027 review period as contained in **Confidential Attachment 1**.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council:

1. Endorses the additional Chief Executive Officer performance criteria for the 2026–2027 period, as contained in **Confidential Attachment 1**.
2. Authorises the Shire President to consult with the Chief Executive Officer and finalise the additional performance criteria.

3. Notes that should material amendments to the proposed additional performance criteria or associated performance measures be sought through the consultation process, the matter will be presented back to Council for consideration.
4. Notes that the agreed additional performance criteria supplement the contractual performance criteria contained within ***Confidential Attachment 2***.

BY ABSOLUTE MAJORITY

Moved: Cr. Coleman

Seconded: Cr. Carbone

That Council:

1. Endorses the additional Chief Executive Officer performance criteria for the 2026–2027 period, as contained in ***Confidential Attachment 1***.
2. Authorises the Shire President to consult with the Chief Executive Officer and finalise the additional performance criteria.
3. Notes that should material amendments to the proposed additional performance criteria or associated performance measures be sought through the consultation process, the matter will be presented back to Council for consideration.
4. Notes that the agreed additional performance criteria supplement the contractual performance criteria contained within ***Confidential Attachment 2***.

BY ABSOLUTE MAJORITY

Carried 5-0

Votes:

For: President Campbell, Cr. Carbone, Cr. Dickinson, Cr. Coleman, and Cr. Morley

Against: Nil.

10. Closure of Meeting

There being no further business to discuss, the meeting was declared closed at 12.17pm.

I, Ms. Michelle Campbell, certify that the aforesaid Minutes of the meeting held on Tuesday, 18 August 2026 are a true and correct record of that meeting on Tuesday, 18 August 2026.

Ms. Michelle Campbell
Shire President