



TOWN OF  
VICTORIA PARK

## Chief Executive Officer Recruitment and Performance Review Committee

Minutes – 28 November 2023

---



**WE'RE OPEN**  
**VIC PARK**

Please be advised that a **Chief Executive Officer Recruitment and Performance Review Committee** was held at **5:00 PM** on **Tuesday 28 November 2023** in the **Council Chambers**, Administration Centre at 99 Shepperton Road, Victoria Park.

**Mayor Karen Vernon – Presiding Member**

## Table of contents

Item	Page no
1 Declaration of opening.....	3
2 Attendance .....	4
2.1 Apologies.....	5
2.2 Approved leave of absence.....	5
3 Declarations of interest.....	5
4 Confirmation of minutes .....	6
5 Method of dealing with agenda business.....	6
6 Meeting closed to the public .....	7
6.1 Matters for which the meeting may be closed.....	7
6.1.1 CEO Remuneration Entitlements 2023/24 .....	7
6.1.2 CEO Annual Performance Review 2023/24 - Selection of External facilitator .....	12
6.2 Public reading of resolutions which may be made public.....	17
7 Closure.....	19

# 1 **Declaration of opening**

Mr Olson opened the meeting at 5:05 pm and called for nominations for the Chair

One nomination was received from Mayor Karen Vernon and was voted in unanimously.

Mayor Vernon called for a deputy Chair.

One nomination was received from Deputy Mayor Bronwyn Ife and was voted in unanimously.

## **Acknowledgement of Country (by Presiding Member)**

I am not a Nyungar woman, I am a non-Indigenous woman. I am honoured to be standing on Whadjuk - Nyungar country on the banks of the Swan River.

*Ngany yoowart Noongar maam, ngany wadjella maam. Ngany djerapiny Wadjak – Noongar boodja-k yaakiny, nidja bilya bardook.*

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

*Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaaditjin, moort, wer boodja ye-ye.*

I thank them for the contribution made to life in the Town of Victoria Park and to this region.

*Ngany youngka baalapiny Noongar birdiya wer moort nidja boodja.*

## 2 Attendance

<b>Mayor</b>	Cr Karen Vernon
<b>Banksia Ward</b>	Cr Claire Anderson
<b>Jarrah Ward</b>	Deputy Mayor Bronwyn Ife
<b>Manager People and Culture</b>	Mr Graham Olson
<b>Secretary</b>	Ms Alison Podmore
<b>Observer</b>	Cr Peter Melrosa

### 2.1 Apologies

<b>Jarrah Ward</b>	Cr Sky Croeser
<b>Manager Governance and Strategy</b>	Ms Bernadine Tucker

### 2.2 Approved leave of absence

<b>Banksia Ward</b>	Cr Peter Devereux
---------------------	-------------------

## 3 Declarations of interest

Nil

## 4 Confirmation of minutes

### COMMITTEE RESOLUTION:

**Moved:** Mayor Karen Vernon

**Seconded:** Deputy Mayor Bronwyn Ife

That the Chief Executive Officer Recruitment and Performance Review Committee confirms the minutes of the Chief Executive Officer Recruitment and Performance Review Committee held on 5 September 2023.

**Carried (3 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Bronwyn Ife and Cr Claire Anderson

**Against:** Nil

## 5 Method of dealing with agenda business

## COMMITTEE RESOLUTION:

**Moved:** Mayor Karen Vernon

**Seconded:** Deputy Mayor Bronwyn Ife

That the committee closes the meeting to the members of the public at 5.08 pm to consider item 6.1, in accordance with Section 5.23(2)(a) of the *Local Government Act 1995*.

**Carried (3 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Bronwyn Ife and Cr Claire Anderson

**Against:** Nil

## 6 Meeting closed to the public

### 6.1 Matters for which the meeting may be closed

#### 6.1.1 CEO Remuneration Entitlements 2023/24

## COMMITTEE RESOLUTION:

**Moved:** Mayor Karen Vernon

**Seconded:** Deputy Mayor Bronwyn Ife

That the CEO Recruitment and Performance Committee resolves that this report, and its attachments remain confidential in accordance with section 5.23(2)(a) of the Local Government Act 1995

**Carried (3 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Bronwyn Ife and Cr Claire Anderson

**Against:** Nil

#### 6.1.2 CEO Annual Performance Review 2023/24 - Selection of External facilitator

## COMMITTEE RESOLUTION:

**Moved:** Mayor Karen Vernon

**Seconded:** Cr Claire Anderson

That the CEO Recruitment and Performance Committee resolves that this report, and its attachments remain confidential in accordance with section 5.23(2)(a) of the Local Government Act 1995

**Carried (3 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Bronwyn Ife and Cr Claire Anderson

**Against:** Nil

## PROCEDURAL MOTION

**Moved:** Mayor Karen Vernon

**Seconded:** Cr Claire Anderson

That Committee reopens the meeting to the public at 5:36pm.

**Carried (3 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Bronwyn Ife and Cr Claire Anderson

**Against:** Nil

**6.2 Public reading of resolutions which may be made public**

**7 Closure**

There being no further business, Mayor Karen Vernon closed the meeting at 5:36 pm.

I confirm these minutes to be true and accurate record of the proceedings of the Council/Committee.

Signed: ..... Mayor Karen Vernon

Dated this: ..... Day of: ..... 2023