

# Chief Executive Performance Committee

Chair	Cr Glenda Brown
Deputy Chair	Mayor Andrew Tripe
Members	Deputy Mayor Michael Law, Crs Charlotte Melser, Julie Herewini, Josh Chandulal-Mackay, Kate Joblin
Quorum	The majority (half + 1) of members (including vacancies)
Frequency of meeting	As required, at least 3 times each calendar year

## Areas of focus

The Chief Executive Performance Committee has responsibility for:

Effective monitoring of the Chief Executive Officer's performance and has the authority to undertake the annual remuneration review.

The Committee also has the role of undertaking any review for the purposes of clause 35 schedule 7 Local Government Act 2002, making a recommendation to Council under clause 34 schedule 7 Local Government Act 2002, and (if applicable) undertaking any recruitment and selection process for recommendation to the Council.

## Decision-making powers

The Chief Executive Performance Committee has the power to:

1. Agree the annual performance objectives with the Chief Executive.
2. Undertake a 6 monthly review to review progress against the annual performance objectives, provide feedback, ongoing monitoring and agree to any modifications to the annual performance objectives with the Chief Executive.
3. Conduct the performance review required in the employment agreement between the Council and the Chief Executive.
4. Undertake the annual remuneration review and make decisions regarding remuneration.
5. Represent the Council in regard to any issues which may arise in respect to the Chief Executive's job description, agreement, performance objectives or other similar matters.
6. Conduct and complete a review of employment under clause 35 schedule 7 of the Local Government Act 2002 and make a recommendation to Council as to continued appointment or vacancy under clause 34 schedule 7 of the Local Government Act 2002.
7. Undertake any recruitment and selection process for a Chief Executive (noting that a decision on appointment must by law be made by the Council).
8. The Chair and Deputy Chair have the authority to twice annually request a report of the Chief Executive's "sensitive expenditure".