



SUMMARY REPORT

CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE

**MEETING HELD ON
MONDAY, 21 MARCH 2011**

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**SUMMARY REPORT OF THE MEETING OF THE
CHIEF EXECUTIVE OFFICER
PERFORMANCE REVIEW COMMITTEE**

**HELD AT DAREBIN CIVIC CENTRE,
350 HIGH STREET PRESTON
ON MONDAY 21 MARCH 2011**

THE MEETING OPENED AT 5.40 P.M.

1. PRESENT

Councillors

Cr. Diana Asmar (Chairperson)
Cr. Gaetano Greco
Cr. Nick Katsis
Cr. Tim Laurence

Officers

Rasiah Dev - Chief Executive
Fred Warner - Group Manager People and Performance

2. APOLOGIES

An apology was lodged for the absence of Cr. Steven Tsitas.

3. DISCLOSURES OF CONFLICTS OF INTEREST

Nil.

**4. CONFIRMATION OF THE MINUTES OF THE PREVIOUS
MEETING OF THE COMMITTEE**

COMMITTEE RESOLUTION

MOVED: Cr. N. Katsis
SECONDED: Cr. G. Greco

THAT the Minutes of the meeting of the Chief Executive Officer Performance Review Committee held on 22 March 2010 be confirmed as a correct record of business transacted.

CARRIED

Rasiah Dev, Chief Executive left the meeting – 5.55 pm

5. CONSIDERATION OF REPORTS**5.1 PERFORMANCE REVIEW – CHIEF EXECUTIVE OFFICER****AUTHOR:** Governance and Corporate Planning Manager – Rhys Thomas**REVIEWED BY:** Director Corporate and Business Services – Vijaya Vaidyanath**SUMMARY:**

The Chief Executive Officer Performance Review Committee has been appointed to assist the Council with the review of performance of the Chief Executive Officer required under section 97A of the Local Government Act 1989.

The Committee Charter provides for the Committee to conduct and recommend to Council on:

- A review of performance of the Chief Executive Officer in accordance with the Officer's contract of employment.
- A review of the Chief Executive Officer's position description and performance criteria.
- A review of the remuneration package of the Chief Executive Officer in accordance with the Officer's contract of employment.

This meeting was arranged at the request of the Mayor for the Committee to commence the process for the review of performance for the period 12 May 2010 to 11 May 2011.

The meeting examined the Performance Criteria for the Chief Executive Officer (circulated separately) and a report prepared by the Chief Executive addressing outcomes in relation to the agreed performance criteria for 2010/2011 (tabled by the Chief Executive).

CONSULTATION:

Group Manager People and Performance

Fred Warner, Group Manager People and Performance left the meeting – 6.05 pm

COMMITTEE RECOMMENDATION

MOVED: Cr. N. Katsis
SECONDED: Cr. T. Laurence

THAT:

- (1) The report on performance for 2010/2011 tabled by the Chief Executive be endorsed.
- (2) A confidential report and Committee recommendations be prepared for consideration by Council.

CARRIED

Fred Warner, Group Manager People and Performance returned to the meeting – 6.30pm

6. CLOSE OF MEETING

The meeting closed at 6.40pm.