



City of Nedlands

Agenda

Chief Executive Officer Performance Review Committee Meeting

9 May 2011

ATTENTION

This Agenda has yet to be dealt with by the Committee.

The Administration Recommendations, shown at the beginning of each item, have yet to be considered by the Committee and are not to be interpreted as being the position of either the Committee or Council.

The Minutes of the meeting held to discuss this Agenda should be read to ascertain the decision of the Committee.

Before acting on any recommendation of the Committee a check must also be made in the Ordinary Council Minutes following the Committee Meeting to ensure that Council did not make a decision at variance to the Committee Recommendation.

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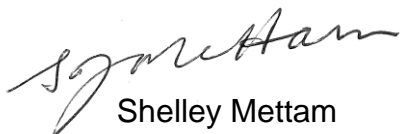
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City of Nedlands

Notice of a meeting of the Chief Executive Officer Performance Review Committee to be held in the Meeting Room at 71 Stirling Hwy, Nedlands on Monday 9 May 2011 at 6 pm.

Dear Committee member

The next meeting of the Chief Executive Officer Performance Review Committee will be held on Monday 9 May 2011 in the Meeting Room at 71 Stirling Hwy, Nedlands commencing at 6 pm.



Shelley Mettam
Manager Human Resources and Organisational Development
2 May 2011

Committee Agenda

Declaration of Opening

The Presiding Member will declare the meeting open at 6 pm and will draw attention to the disclaimer below.

(NOTE: Council at its meeting on 24 August 2004 resolved that should the meeting time reach 11.00 p.m. the meeting is to consider an adjournment motion to reconvene the next day).

Present and Apologies and Leave Of Absence (Previously Approved)

Leave of Absence None.
(Previously Approved)

Apologies None as at distribution of this agenda.

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1. Public Question Time

A member of the public wishing to ask a question should register that interest by notification in writing to the CEO in advance, setting out the text or substance of the question.

Questions tabled at the meeting may be unable to be answered due to the requirement for technical research and will therefore be answered direct afterwards.

Questions should relate and be relevant to the work of this Committee. For more information, please refer to the public question time information sheet.

2. Addresses By Members of the Public (only for items listed on the agenda)

Addresses by members of the public who have completed Public Address Session Forms will be invited to be made at this point.

3. Disclosures of Financial Interest

The Presiding Member to remind Councillors and Staff of the requirements of Section 5.65 of the *Local Government Act* to disclose any interest during the meeting when the matter is discussed.

A declaration under this section requires that the nature of the interest must be disclosed. Consequently a member who has made a declaration must not preside, participate in, or be present during any discussion or decision making procedure relating to the matter the subject of the declaration.

However, other members may allow participation of the declarant if the member further discloses the extent of the interest. Any such declarant who wishes to participate in the meeting on the matter, shall leave the meeting, after making their declaration and request to participate, while other members consider and decide upon whether the interest is trivial or insignificant or is common to a significant number of electors or ratepayers.

4. Disclosures of Interests Affecting Impartiality

The Presiding Member to remind Councillors and Staff of the requirements of Council's Code of Conduct in accordance with Section 5.103 of the *Local Government Act*.

Councillors and staff are required, in addition to declaring any financial interests to declare any interest that may affect their impartiality in considering a matter. This declaration does not restrict any right to participate in or be present during the decision-making procedure.

The following pro forma declaration is provided to assist in making the disclosure.

"With regard to the matter in item x..... I disclose that I have an association with the applicant (or person seeking a decision). As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly."

The member or employee is encouraged to disclose the nature of the association.

5. Declarations by Members That They Have Not Given Due Consideration to Papers

Members who have not read the business papers to make declarations at this point.

6. Confirmation of Minutes

6.1 Chief Executive Officer Performance Review Committee Meeting 22 September 2010

The minutes of the Chief Executive Officer Performance Review Committee held 22 September 2010 are to be confirmed.

7. Closure of Meeting to the Public

The Committee may wish to close the meeting to the public in accordance with Section 5.23(2)(a) of the Local Government Act to allow confidential discussion on the following confidential items.

8. Items for Discussion

Note: Regulation 11(da) of the *Local Government (Administration) Regulations 1996* requires written reasons for each decision made at the meeting that is significantly different from the relevant written recommendation of a committee or an employee as defined in section 5.70, but not a decision to only note the matter or to return the recommendation for further consideration.

8.1 Chief Executive Officer Performance Review Committee Terms of Reference

The purpose of this item is to approve the Chief Executive Officer Performance Review Committee Terms of Reference.

8.2 Appointment of Independent Consultant for Chief Executive Officer Performance Review Committee

The purpose of this item is to approve the appointment of WALGA as an independent consultant to the Chief Executive Officer Performance Review Committee.

8.3 Report on progress of Chief Executive Officer Performance Plan 2010/2011

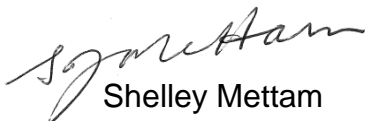
The purpose of this item is for committee to discuss the progress of the Chief Executive Officer's 2010/2011 performance to date, prior to the formal end of year review.

9. Date of next meeting

The date of the next meeting of this Committee is to be advised.

Declaration of Closure

There being no further business, the Presiding Member will declare the meeting closed.



Shelley Mettam
Manager Human Resources and Organisational Development