

MINUTES

CEO Performance Review Monday, 4 December 2023 at 6:00 PM

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UNCONFIRMED

MINUTES

MINUTES OF THE MEETING OF THE CEO PERFORMANCE REVIEW COMMITTEE MEETING HELD IN THE POD, 135 CANNING HIGHWAY EAST FREMANTLE ON MONDAY, 4 DECEMBER 2023.

1 OFFICIAL OPENING

The CEO opened the meeting at 6.09pm.

2 ACKNOWLEDGEMENT OF COUNTRY

“On behalf of the Council I would like to acknowledge the Whadjuk Nyoongar people as the traditional custodians of the land on which this meeting is taking place and pay my respects to Elders past, present and emerging.”

3 RECORD OF ATTENDANCE

3.1 ATTENDANCE

The following members were in attendance:

Mayor J O’Neill
Cr A McPhail
Cr A Natale
Cr A White

The following staff were in attendance:

Mr J Throssell Chief Executive Officer

3.2 APOLOGIES

Cr Collinson

3.3 APPROVED

Nil

4 APPOINTMENT OF PRESIDING MEMBER

The CEO sought nominations for the position of Presiding Member and Deputy Presiding Member.

Following the close of nominations, Mayor O’Neill was elected unopposed as Presiding Member with Cr Natale elected unopposed as Deputy Presiding Member.

5 DISCLOSURES OF INTEREST

5.1 FINANCIAL

5.1.1 ITEM 7.1 CEO EMPLOYMENT CONTRACT – PROBATIONARY PERIOD

Mr Throssell CEO declared a financial interest in this matter as it relates to his employment with the Town.

5.2 PROXIMITY

Nil

5.3 IMPARTIALITY

Nil

5.3.1 ITEM 7.2 ESTABLISHMENT OF CEO PERFORMANCE CRITERIA

Mr Throssell (CEO) declared an impartiality declaration as the item relates to his employment.

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

N/A

7 MATTERS BEHIND CLOSED DOORS

PROCEDURAL MOTION

Moved Cr McPhail, seconded Cr Natale

That the meeting be closed to the public to discuss two confidential reports relating to the CEO Employment Contract Probationary Period and Establishment of CEO Performance Criteria under the terms of the Local Government Act 1995, Section 5.23 (2)(a) and (e).

(CARRIED UNANIMOUSLY 4:0)

For: Mayor O'Neill, Crs Natale, McPhail & Wilson

Against: Nil

7.1 CEO EMPLOYMENT CONTRACT - PROBATIONARY PERIOD

(Confidential Report)

7.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution 010412

OFFICER RECOMMENDATION:

Moved Mayor O'Neill, seconded Cr McPhail

That the CEO Performance Review Committee recommends to Council that Mr Throssell be advised he has satisfactorily completed his probationary period as CEO.

(CARRIED UNANIMOUSLY 4:0)

For: Mayor O'Neill, Crs Natale, McPhail & Wilson

Against: Nil

7.2 ESTABLISHMENT OF CEO PERFORMANCE CRITERIA

Confidential Report

7.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution 020412

OFFICER RECOMMENDATION:

Moved Cr Natale, seconded Cr White

That Council approves the performance criteria for the CEO in accordance with Confidential Attachment One to this report.

(CARRIED UNANIMOUSLY 4:0)

For: Mayor O'Neill, Crs Natale, McPhail & Wilson

Against: Nil

PROCEDURAL MOTION

Moved Cr McPhail, seconded Cr Natale

That the meeting be reopened to the public.

(CARRIED UNANIMOUSLY 4:0)

For: Mayor O'Neill, Crs Natale, McPhail & Wilson

Against: Nil

8 CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 7.56pm.

*I hereby certify that the Minutes of the meeting of the **CEO Performance Review Committee** of the Town of East Fremantle, held on **4 December 2023**, Minute Book reference **1. to 8.** were confirmed at the meeting of the Committee on*

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Presiding Member