

Shire of Collie
Chief Executive Officer Performance Review Committee

1.0 Executive Summary

The Shire of Collie Chief Executive Officer Performance Review Committee (CEOPRC) has been established in accordance with the Local Government Act 1995 (as amended) primarily to review the performance of the Chief Executive Officer as required.

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2.0 CEO Performance Review Committee Mission and Objectives

The Chief Executive Officer is the designated Senior Employee of the Council for the purposes of section 5.37 of the Local Government Act 1995. The CEOPRC has been established by the Shire of Collie in accordance with Part 7, Division 1A of the Local Government Act 1995.

It is the aim of the CEOPR committee to conduct activities in accordance with the Local Government Act Part 5, Division 2 section 5.8 and to discharge the requirements of section 5.38 of the Local Government Act in regards to the review of the performance of the CEO.

Mission:

To develop Key Performance Indicators, in consultation with the Chief Executive Officer (CEO), and to review the performance of the CEO against these criteria at least annually.

3.0 Membership Details

- Shire President Wayne Sanford
- Deputy Shire President Glyn Yates
- Councillor John Bird
- Councillor Nola Green

4.0 Authority

That Council has conferred in the CEO Review Committee the power only to make recommendations to Council in accordance with its identified functions.

5.0 Primary Functions & Authority

5.1 Establish & Review Performance Objectives for the Chief Executive Officer

In order to assess the performance of the Chief Executive Officer it is imperative to develop a range of performance objectives which can be measured. Establishment of clear objectives will assist the Committee review the performance and the CEO be clear on the expectations of Council.

5.2 Review the Salary of the Chief Executive Officer

In accordance with the various contract provisions of the CEO, the Committee will review the salary of the CEO, giving consideration to the bands

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established by the Salaries and Allowances Tribunal of WA
<http://www.sat.wa.gov.au/LocalGovernmentCEOs/Pages/Default.aspx>

6.0 Reporting Relationship

The CEOPR Committee has been established as a committee of Council in accordance with Part 7 of the Local Government Act 1995. As a consequence the committee is bound by these provisions, however in addition the CEOPR committee will;

- Meet at least once in each twelve months and provide reports back to the full Council on any findings and recommendations
- Provide assistance and support to the CEO on performance related matters if required