



Published Minutes

Chief Executive Officer's Performance Review Occasional
Committee Meeting

Tuesday, 11 July 2023

Date:	Tuesday 11 July 2023
Time:	8:30am
Location:	Council Chambers, Ashburton Hall, Ashburton Avenue, Paraburdoo
Distribution Date:	Friday 14 July 2023



Shire of Ashburton
Chief Executive Officer's Performance Review Occasional Committee Meeting

The Chief Executive Officer recommends the endorsement of these minutes at the next Chief Executive Officer's Performance Review Occasional Committee Meeting.

K Donohoe
Chief Executive Officer
12 July 2023

These minutes were confirmed by Council as a true and accurate record of proceedings at the Chief Executive Officer's Performance Review Occasional Committee Meeting held on Tuesday, 11 July 2023.

Presiding Member

Date

20/2/24

Disclaimer

The Shire of Ashburton warns anyone who has an application lodged with Council must obtain, and should only rely on, written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by Council in respect of the application. No responsibility whatsoever is implied, or accepted, by the Shire of Ashburton for any act, omission, statement, or intimation occurring during a Council meeting.

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1 Declaration Of Opening

The Presiding Member declared the meeting open at 8:42am.

1.1 Acknowledgement Of Country

As representatives of the Shire of Ashburton Council, we respectfully acknowledge the local Indigenous people, the traditional custodians of this land where we are meeting upon today and pay our respects to them and all their elders both past, present and emerging.

2 Announcement Of Visitors

Nil

3 Attendance

3.1 Present

Elected Members:	Cr K White Cr M Lynch Cr R De Pledge Cr M Gallanagh Cr L Rumble JP Cr T Mladenovic Cr A Smith	Shire President (Presiding Member), Onslow Ward Deputy Shire President, Tom Price Ward Ashburton Ward Pannawonica Ward Paraburdoo Ward Tom Price Ward Tom Price Ward
Employees:	Kenn Donohoe A Furfaro A Heraty	Chief Executive Officer (entered the meeting at 8:47am) Governance Officer Manager Organisational Development
Guests:	John Phillips – JCP Consulting	
Members of Public:	There were no members of the public in attendance at the commencement of the meeting.	
Members of media:	There were no members of the media in attendance at the commencement of the meeting.	

3.2 Apologies

Cr A Sullivan Paraburdoo Ward

3.3 Approved Leave Of Absence

Cr J Richardson Tableland Ward From 11 July 2023 to 8 August 2023

4 Declaration By Members

4.1 Due Consideration By Councillors To The Agenda

Councillors noted they have given due consideration to all matters contained in this agenda.

4.2 Declaration Of Interest

A member who has an Impartiality, Proximity or Financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice, given to the Chief Executive Officer, prior to the meeting, or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest are disclosed –

7.1 Chief Executive Officer Key Performance Indicators	
Name	Kenn Donohoe
Nature of interest	Direct Financial
Interest description	CEO Performance Annual Review. Contract of employment.

5 Confirmation Of Minutes

5.1 Confirmation Of Previous Minutes

5.1.1 Minutes Of The Chief Executive Officer's Performance Review Occasional Committee Meeting Held On 13 June 2023

Committee Decision

Moved Cr T Mladenovic

Seconded Cr R De Pledge

That the Minutes of the Chief Executive Officer's Performance Review Occasional Committee Meeting held 13 June 2023 (Item 5.1.1 Attachment 1) be confirmed as a true and accurate record.

Carried 7/0

6 New Business Of An Urgent Nature Introduced By Council Decision

Nil

7 Confidential Matters

Procedural Motion – Shire of Ashburton Standing Orders Local Law 2012

Committee Decision

Moved Cr L Rumble JP

Seconded Cr M Lynch

That Council move behind closed doors at 8:45am, pursuant to clause 6.2 of the *Shire of Ashburton Standing Orders Local Law 2012* to consider the following confidential items.

7.1 Chief Executive Officer Key Performance Indicators 2023/2024

Pursuant to sub section 5.23 (2) (c) of the Local Government Act 1995 which provides:

(a) a matter affecting an employee or employees

Carried 7/0

Kenn Donohoe disclosed a direct financial interest in Item 7.1 (detailed in Item 5.2).

7.1 Chief Executive Officer Key Performance Indicators 2023/2024

File Reference	PE.1808
Applicant or Proponent(s)	Not Applicable
Author	A Heraty, Manager Organisational Development
Authorising Officer	A Heraty, Manager Organisational Development
Previous Meeting Reference	Chief Executive Officer's Performance Review Occasional Committee 13 June 2023 – Item 6.1 Ordinary Council Meeting 13 June 2023 - Item 6.1 – 115/2023
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. CEO Review 2023 Consultant Report to Council - Confidential

Reason for Confidentiality

Section under the Act	<i>This matter is to be considered behind closed doors pursuant to s.5.23(2)(a) of the Local Government Act 1995 as the subject matter relates to:</i>
Sub-clause and Reason:	<i>“s.5.23(2)(a) a matter affecting an employee or employees.”</i>

Report Purpose

Council is requested to adopt the amended Key Performance Indicators (refer to Attachment 1), as measurement criteria for the Chief Executive Officer (CEO) to complete during the 2023/2024 financial year.

Voting Requirements

Simple Majority

Committee Decision

Moved **Cr M Lynch**

Seconded **Cr T Mladenovic**

That with respect to the Chief Executive Officer's Key Performance Indicators 2023/2024, the Chief Executive Officer's Performance Review Occasional Committee recommends that Council, adopts the amended Chief Executive Officer Key Performance Indicators as detailed in Attachment 1, as the measurement criteria for the 2023/2024 financial year.

Carried 7/0

Procedural Motion – *Shire of Ashburton Standing Orders Local Law 2012*

Committee Decision

Moved **Cr R De Pledge**

Seconded **Cr L Rumble JP**

That the Chief Executive Officer's Performance Review Occasional Committee re-open the meeting to the public at 8:46am.

Carried 7/0

At 8:47am, Kenn Donohoe entered the meeting.

The Shire President read aloud the decision made behind closed doors.

8 Next Meeting

The next Chief Executive Officer's Performance Review Occasional Committee Meeting will be determined at a later date.

9 Closure Of Meeting

There being no further business, the Presiding Member closed the meeting at 8:48am.