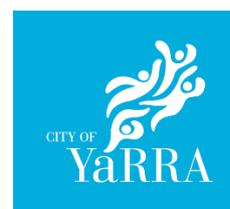


Chief Executive Officer Employment and Remuneration Committee



TERMS OF REFERENCE

Type	Advisory Committee
Purpose	To support the Council in the performance management process for the Chief Executive Officer and, where required, the employment of a new Chief Executive Officer.
Objectives	<p>To support the performance management of the Chief Executive Officer by:</p> <ul style="list-style-type: none"> • providing advice to Council regarding the development each year of Key Performance Indicators; • periodically monitoring the ongoing performance of the Chief Executive Officer as assessed against the adopted Key Performance Indicators; • providing an end of year report to Council on the achievement or otherwise by the Chief Executive Officer of the adopted Key Performance Indicators; and • reviewing the remuneration package and conditions of employment of the Chief Executive Officer and providing advice to Council for a determination. <p>To make recommendations to Council in relation to the employment of a Chief Executive Officer by:</p> <ul style="list-style-type: none"> • liaising with the appointed Executive Search Consultant in connection with the recruitment processes; • establishing and managing a process to recruit a Chief Executive Officer, designed to ensure that Council can select the best available candidate from a short list of preferred candidates (with or without a recommendation from the Committee); • providing advice to Council on the remuneration package and conditions of employment of the Chief Executive Officer; and • preparing documentation relevant to the Chief Executive Officer's employment and remuneration, including Council reports and contractual documents, for the approval of Council.
Membership	All Councillors
Chair	The Committee shall be chaired by the Mayor or, if they are absent, the Deputy Mayor.
Selection Criteria	Not applicable, as all Councillors are members of the Committee.
Meeting arrangements	The Committee shall meet at least quarterly, with the meeting arrangements to be determined by the members.

**Departures from
the Council
Committees Policy**

Meetings of the Committee are held to consider confidential information as defined at section (3) of the Local Government Act 2020 (being 'personal information', which if released would result in the unreasonable disclosure of information about any person or their personal affairs). As a result:

- Minutes of meetings are not available to the public and shall not be published on Council's website.
- Delegates reports will not be presented to Council.

Policy provisions providing for the appointment of Councillors to committees annually and for the removal of members do not apply, as all Councillors are automatically members of this committee and remain members as long as they continue to hold office (subject to the Local Government Act 2020), without the need for Council resolution.