

Council Policy 4.1

CEO Appointment, Performance Review and Termination

Strategic Plan Objective

3.3 To provide responsible and accountable governance and management of the EMRC

3.5 To improve organisational culture, health, welfare and safety

Purpose

To ensure that the appointment, review of performance and termination of the Eastern Metropolitan Regional Council (EMRC) Chief Executive Officer (CEO) is undertaken in accordance with the provisions of the *Local Government Act (1995)* and *Local Government (Administration) Regulations 1996* Schedule 2 and EMRC policies.

Scope

This policy applies to the CEO of the Eastern Metropolitan Regional Council (the EMRC).

Legislation

Local Government Act 1995

Local Government (Administration) Regulations 1996

Salaries and Allowances Tribunal Act 1975

Policy Statement

- The CEO shall be appointed under s5.36 of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996* – Schedule 2 Division 2 and CEO Model Standards.
- The performance of the CEO will be reviewed annually by the Chief Executive Officer's Performance Review Committee (CEOPRC) as outlined in Section 5.38 of the *Local Government Act 1995* and *Local Government (Administration) Regulations 1996* – Schedule 2 – Division 3.
- The CEOPRC will comprise of an EMRC Councillor from each member Council inclusive of the Chairman of the Council.
- The duties of the CEOPRC will be those as outlined within the Terms of Reference contained with Council Policy 2.1 Committees of Council
- An external consultant agreed to by both the Council and the CEO will be appointed to assist with the process.
- The CEO's performance review is to be based on performance objectives and measures to be set at the time of review for the following year in agreement with the CEO.
- All matters dealt with by the CEOPRC are to be referred to Council for consideration and actioning.
- The Termination of the CEO must be undertaken in accordance with the *Local Government (Administration) Regulations 1996* Schedule 2 – Division 4.
- All items of Council business referred to in this policy is to be treated as confidential in accordance with s5.2 3(2) of the *Local Government Act 1995*, r14(2) of the *Local Government (Administration) Regulations 1996*, EMRC's *Standing Orders Local Law 2013* Clause 5.2 and Council's Policy 1.5 related to dealing with confidential items.



Financial Considerations

An amount will be provided in the annual budget to meet estimated costs.

Adopted/Reviewed

20 October 1992
9 December 1993
22 July 1999
2 May 2002
20 May 2004
23 February 2006
31 May 2007
18 September 2008
23 September 2010
18 September 2014
6 December 2018
25 March 2021

Next Review

Following the Ordinary Elections in 2021

Responsible Unit

Human Resources