



TOWN OF
VICTORIA PARK

Chief Executive Officer Recruitment and Performance Review Committee Minutes – Monday 6 July 2026



WE'RE OPEN
VIC PARK

Please be advised that a **Chief Executive Officer Recruitment and Performance Review Committee** was held at **5:30 PM** on **Monday 6 July 2026** in the **Djeran Meeting Room**, Administration Centre at 99 Shepperton Road, Victoria Park.

Mayor Karen Vernon – Presiding Member
7 July 2026

Table of contents

Item	Page no
1 Declaration of opening.....	3
2 Attendance	3
2.1 Apologies.....	4
2.2 Approved leave of absence.....	4
3 Declarations of interest.....	4
4 Confirmation of minutes	4
5 Method of dealing with agenda business.....	4
6 Reports.....	6
7 Meeting closed to the public	6
7.1 Matters for which the meeting may be closed.....	6
7.1.1 CEO KPI's 2026/2027	6
7.2 Public reading of resolutions which may be made public.....	10
8 Closure.....	10

1 Declaration of opening

Mayor Karen Vernon opened the meeting at 5:37 pm and read out the Acknowledgement of Country.

Acknowledgement of Country (by Presiding Member)

I am honoured to be standing on Whadjuk - Nyungar country on the banks of the Swan River.

Ngany djerapiny Wadjak – Noongar boodja-k yaakiny, nidja bilya bardook.

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

Ngany kaaditj Noongar moort kenya kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaaditjin, moort, wer boodja ye-ye.

I thank them for the contribution made to life in the Town of Victoria Park and to this region.

Ngany youngka baalapiny Noongar birdiya wer moort nidja boodja.

2 Attendance

Mayor	Mayor Karen Vernon
Banksia Ward	Cr Claire Anderson (online)
Jarrah Ward	Cr Andra Biondi Cr Sky Croeser
Coordinator People and Culture	Ms Joanna Bracey
Consultant	Mr Tony Friday
Secretary	Ms Laine Cooke
Public	0

Authorisation for Electronic Attendance

Pursuant to Regulation 14C(2)(b) of the Local Government (Administration) Regulations 1996, I authorise Cr Claire Anderson to attend the CEO Performance and Recruitment Committee meeting to be held on 6 July 2026, by the approved electronic means of MS Teams as I am satisfied that Cr Anderson will be in a suitable location from which to attend the meeting, and the equipment that the member intends to use to attend the meeting, are suitable for the member to be able to effectively engage in deliberations and communications during the meeting in accordance with Regulation 14C(5) of the Regulations.

Pursuant to Regulation 14CA(5) of the Regulations, Cr Anderson has declared that they can maintain confidentiality during the meeting or the closed part of the meeting (as the case requires).

2.1 Apologies

Chief Executive Officer

Mr Carl Askew

Manager People and Culture

Donna Smith

Banksia Ward

Deputy Mayor Lindsay Miles

2.2 Approved leave of absence

Nil.

3 Declarations of interest

Nil.

4 Confirmation of minutes

COMMITTEE RECOMMENDATION

Moved: Mayor Karen Vernon

Seconded: Cr Sky Croeser

That the Chief Executive Officer Recruitment and Performance Review Committee confirms the minutes of the Chief Executive Officer Recruitment and Performance Review Committee held on Monday, 20 April 2026.

Carried (4 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Andra Biondi and Cr Sky Croeser

Against: Nil

5 Method of dealing with agenda business

COMMITTEE RECOMMENDATION

Moved: Mayor Karen Vernon

Seconded: Cr Andra Biondi

That Chief Executive Officer Recruitment and Performance Review Committee in accordance with clause 58 of the *Meeting Procedures Local Law 2019* suspends clause 50 - Speaking twice of the *Meeting Procedures Local Law 2019* for the duration of the meeting.

Carried (4 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Andra Biondi and Cr Sky Croeser

Against: Nil

6 Reports

Nil.

7 Meeting closed to the public

7.1 Matters for which the meeting may be closed

PROCEDURAL MOTION

Moved: Mayor Karen Vernon

Seconded: Cr Claire Anderson

That the Chief Executive Officer Recruitment and Performance Review Committee:

1. Closes the meeting to the members of the public at 5:41 pm to consider item 7.1.1 in accordance with Section 5.23(2)(b)(ii) of the *Local Government Act 1995* as the business to be considered relates to a matter relating to the recruitment or employment of the Chief Executive Officer or a senior employee, including a review of performance under section 5.38 ("Subject Matter").
2. Pursuant to Section 5.23(8)(f), records that it considers the report and the attachments cannot be delineated from the Subject Matter, and therefore, the entirety of the report and attachments should be kept confidential.
3. Permits the Coordinator of People and Culture, the Independent Consultant and the Minute taker to remain in the room during discussion, in accordance with clause 27(3)(a) of the *Town of Victoria Park Meeting Procedures Local Law 2019*.

Carried (4 – 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Andra Biondi and Cr Sky Croeser

Against: Nil

7.1.1 CEO KPI's 2026/2027

Reason for Confidentiality

This report and its attachment are confidential in accordance with Section 5.23(2) of the *Local Government Act 1995*, as the business to be considered relates to the following:

- (b) A matter relating to the recruitment or employment of the Chief Executive Officer or a senior employee, including the following:
 - (ii) a review of performance under section 5.38.

Location	Town-wide
Reporting officer	Manager People & Culture
Responsible officer	Manager People & Culture
Voting requirement	Simple majority
Attachments	1. CONFIDENTIAL - KPI Workshop Presentation 2026-2027 [7.1.1.1 – 27 pages]

Summary

Review and approve the draft Key Performance Indicators (KPI's) for the Chief Executive Officer for the financial year 2026/2027.

Recommendation

That the CEO Recruitment and Performance Review Committee recommends that Council:

1. Endorses the 2026/2027 Key Performance Indicators for the Chief Executive Officer as determined by the Committee as set out in 7.1.1.1.
2. Resolves that this report, and its attachments remain confidential in accordance with section 5.23 (2)(b)(ii) of the Local Government Act 1995.

COMMITTEE RECOMMENDATION

Moved: Mayor Karen Vernon

Seconded: Cr Andra Biondi

That the CEO Recruitment and Performance Review Committee recommends that Council:

1. Endorses the 2026/2027 Key Performance Indicators for the Chief Executive Officer as determined by the Committee as set out in 7.1.1.1.
2. Resolves that this report, and its attachments remain confidential in accordance with section 5.23 (2)(b)(ii) of the Local Government Act 1995.

Carried (4 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Andra Biondi and Cr Sky Croeser

Against: Nil

PROCEDURAL MOTION

Moved: Mayor Karen Vernon

Seconded: Cr Andra Biondi

That the Chief Executive Officer Recruitment and Performance Review Committee reopen the meeting to the public at 6:12 pm.

Carried (4 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Andra Biondi and Cr Sky Croeser

Against: Nil

7.2 Public reading of resolutions which may be made public

COMMITTEE RECOMMENDATION

Moved: Mayor Karen Vernon

Seconded: Cr Andra Biondi

That the CEO Recruitment and Performance Review Committee recommends that Council:

1. Endorses the 2026/2027 Key Performance Indicators for the Chief Executive Officer as determined by the Committee as set out in 7.1.1.1.
2. Resolves that this report, and its attachments remain confidential in accordance with section 5.23 (2)(b)(ii) of the Local Government Act 1995.

Carried (4 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Andra Biondi and Cr Sky Croeser

Against: Nil

8 Closure

There being no further business, Mayor Karen Vernon closed the meeting at 6:13 pm.

I confirm these minutes to be true and accurate record of the proceedings of the Council/Committee.

Signed:

Dated this:

Day of:

2026