



TOWN OF
VICTORIA PARK

Chief Executive Officer Recruitment and Performance Review Committee Minutes – Monday 12 October 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 12 October 2026** in the **Djeran Meeting Room**, Administration Centre at 99 Shepperton Road, Victoria Park.

Mayor Karen Vernon
15 October 2026

Table of contents

Item	Page no
1 Declaration of opening.....	3
2 Attendance	4
2.1 Apologies.....	4
2.2 Approved leave of absence.....	4
3 Declarations of interest.....	5
4 Confirmation of minutes	5
5 Method of dealing with agenda business.....	5
6 Reports.....	6
7 Meeting closed to the public	6
7.1 Matters for which the meeting may be closed.....	6
7.1.1 Chief Executive Officer Performance Review 2025/2026	7
7.1.2 CEO KPI 7 Quarterly Report.....	9
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 5:35 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 keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaadijin, 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
Jarrah Ward	Cr Andra Biondi (online) Cr Sky Croeser
Chief Executive Officer	Mr Carl Askew (5:57 pm to 6:25 pm)
Manager People and Culture	Ms Donna Smith
Consultant	Mr Tony Friday (online)
Secretary	Ms Laine Cooke

Authorisation to attend by electronic means

Pursuant to Regulation 14C(2)(b) of the *Local Government (Administration) Regulations 1996*, I authorise Cr Andra Biondi to attend the CEO Recruitment and Performance Review Committee meeting to be held on Monday 12 October 2026, by the approved electronic means of MS Teams as I am satisfied that Cr Biondi 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 Biondi has declared that they can maintain confidentiality during the meeting or the closed part of the meeting (as the case requires).

2.1 Apologies

Banksia Ward	Deputy Mayor Lindsay Miles
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2.2 Approved leave of absence

Nil.

3 Declarations of interest

7.1.1 Chief Executive Officer Performance Review 2025/2026	
Mr Carl Askew, Chief Executive Officer	Both items 7.1.1 and 7.1.2 relate to my performance and contract of employment.

7.1.1 Chief Executive Officer Performance Review 2025/2026	
Mr Carl Askew, Chief Executive Officer	Both items 7.1.1 and 7.1.2 relate to my performance and contract of employment.

4 Confirmation of minutes

COMMITTEE RESOLUTION:

Moved: Mayor Karen Vernon

Seconded: Cr Claire Anderson

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, 6 July 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 RESOLUTION:

Moved: Mayor Karen Vernon

Seconded: Cr Sky Croeser

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 5:39pm to consider Item 7.1.1 and Item 7.1.2 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 Manager 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 Chief Executive Officer Performance Review 2025/2026

Reason for Confidentiality

This report and its attachments 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	Absolute Majority
Attachments	1. CONFIDENTIAL - CEO KP Is F Y 2025-26 - Reporting [7.1.1.1 - 15 pages] 2. CONFIDENTIAL - To VP F Y 26 CEO Review - Council [7.1.1.2 - 4 pages] 3. CONFIDENTIAL - To VP F Y 26 CEO Review - Supporting Documentation [7.1.1.3 - 65 pages] 4. CONFIDENTIAL - CEO Response to KPI Review [7.1.1.4 - 8 pages]

Recommendation

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

1. Notes that the annual performance review for the Chief Executive Officer has been undertaken for the period July 2025 to June 2026 in accordance with section 5.38 of the *Local Government Act 1995* (WA), the Town of Victoria Park Standards for CEO Recruitment, Performance and Termination and Policy 031 Annual Performance Review for the Chief Executive Officer;
2. Receives the Chief Executive Officer KPI Self-Assessment Report for 2025/26, as detailed in Confidential Attachment 7.1.1.1 to this Report.
3. Receives the 2025/26 Chief Executive Officer Annual Performance Review Report and Supporting Documentation prepared by Brainbox, as detailed in Confidential Attachments 7.1.1.2 and 7.1.1.3 to this Report.
4. Receives the Chief Executive Officer response to the 2025/2026 Chief Executive Officer Annual Performance Review Report as detailed in Confidential Attachment 7.1.1.4 to this Report;
5. Endorses the findings and recommendations of the 2025/26 Chief Executive Officer Annual Performance Review Report as set out in Confidential Attachment 7.1.1.2 to this Report;
6. Approves the Mayor to notify the Chief Executive Officer in writing of the findings of Council and of this resolution;
7. Resolves that this report, and its attachments remain confidential in accordance with section 5.23 (2)(b)(ii) of the *Local Government Act 1995* as they relate to a review of the performance of the Chief Executive Officer.

The Chief Executive Officer entered the meeting at 5:57pm.

The Chief Executive Officer left the meeting at 6:25pm.

AMENDED OFFICER RECOMMENDATION AND COMMITTEE RESOLUTION:

Moved: Mayor Karen Vernon

Seconded: Cr Andra Biondi

That the Chief Executive Recruitment and Performance Review Committee recommends that Council resolves that this report, and its attachments remain confidential in accordance with section 5.23 (2)(b)(ii) of the Local Government Act 1995 as they relate to a review of the performance of the Chief Executive Officer.

Carried (4 - 0)

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

Against: Nil

7.1.2 CEO KPI 7 Quarterly Report

Reason for Confidentiality

This report and its attachments 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	Chief Executive Officer
Voting requirement	Simple Majority
Attachments	1. CONFIDENTIAL - CEO KPI 2026-2027 [7.1.2.1 - 27 pages] 2. CONFIDENTIAL - August 26- GSI Report baseline [7.1.2.2 - 5 pages]

Recommendation

That the Chief Executive Recruitment and Performance Review Committee recommends that Council:

- 1. Endorses the CEO KPI 7 Senior Management Team Culture quarterly report
- 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 RESOLUTION:

Moved: Mayor Karen Vernon

Seconded: Cr Sky Croeser

That the Chief Executive Recruitment and Performance Review Committee recommends that Council 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 Sky Croeser

That the Chief Executive Officer Recruitment and Performance Review Committee reopens the meeting to the public at 8:14 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

AMENDED OFFICER RECOMMENDATION AND COMMITTEE RESOLUTION:

Moved: Mayor Karen Vernon **Seconded:** Cr Andra Biondi
That the Chief Executive Recruitment and Performance Review Committee recommends that Council resolves that this report, and its attachments remain confidential in accordance with section 5.23 (2)(b)(ii) of the Local Government Act 1995 as they relate to a review of the performance of the Chief Executive Officer.
Carried (4 - 0)

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

COMMITTEE RESOLUTION:

Moved: Mayor Karen Vernon **Seconded:** Cr Sky Croeser
That the Chief Executive Recruitment and Performance Review Committee recommends that Council 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 8:15 pm.
I confirm these minutes to be true and accurate record of the proceedings of the Council/Committee.

Signed:
Dated this: Day of: 2026