



TOWN OF  
VICTORIA PARK

## Chief Executive Officer Recruitment and Performance Review Committee

Minutes – 13 May 2025

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**WE'RE OPEN**  
**VIC PARK**

Please be advised that a **Chief Executive Officer Recruitment and Performance Review Committee** was held at **5:00 PM** on **Tuesday 13 May 2025** in the **Council Chambers**, Administration Centre at 99 Shepperton Road, Victoria Park.

**Mayor Karen Vernon – Presiding Member**

20 May 2025

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## 1 Declaration of opening

Mayor Karen Vernon opened the meeting at 5:11pm

### 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 kaadijtin, 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

Cr Peter Devereux

### Jarrah Ward

Deputy Mayor Bronwyn Ife

Cr Sky Croeser

### Manager People and Culture

Ms Donna Smith

### 2.1 Apologies

Nil.

### 2.2 Approved leave of absence

Nil.

### 3 Declarations of interest

Nil.

### 4 Confirmation of minutes

#### COMMITTEE RESOLUTION:

**Moved:** Mayor Karen Vernon

**Seconded:** Deputy Mayor Bronwyn Ife

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 11 February 2025.

**Carried (5 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Bronwyn Ife, Cr Claire Anderson, Cr Sky Croeser and Cr Peter Devereux

**Against:** Nil

### 5 Method of dealing with agenda business

#### COMMITTEE RESOLUTION:

**Moved:** Mayor Karen Vernon

**Seconded:** Cr Claire Anderson

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 (5 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Bronwyn Ife, Cr Claire Anderson, Cr Sky Croeser and Cr Peter Devereux

**Against:** Nil

### 6 Meeting closed to the public

#### COMMITTEE RESOLUTION:

**Moved:** Mayor Karen Vernon

**Seconded:** Deputy Mayor Bronwyn Ife

In accordance with section 5.23(2)(a) of the *Local Government Act 1995* the Chief Executive Officer Recruitment and Performance Review Committee be closed to the public at 5:18pm.

**Carried (5 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Bronwyn Ife, Cr Claire Anderson, Cr Sky Croeser and Cr Peter Devereux

**Against:** Nil

## 6.1 Matters for which the meeting may be closed

### 6.1.1 Chief Executive Officer Probation Report

#### OFFICER RECOMMENDATION:

**Moved:** Mayor Karen Vernon

**Seconded:** Deputy Mayor Bronwyn Ife

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

1. Endorses the findings of the CEO Probation Review Report and the KPI Assessment Report as set out in Confidential Attachment 6.1.1 and 6.1.2 and approve notification of the findings to the CEO.
2. Resolves that this report, and its attachments remain confidential in accordance with section 5.23 (2)(a) of the *Local Government Act 1995*.

*The Chief Executive Officer joined the meeting at 5:40pm.*

*The Chief Executive Officer left the meeting at 6:10pm.*

#### AMENDMENT:

**Moved:** Mayor Karen Vernon

**Seconded:** Cr Sky Croeser

Add the following after point 1.

2. Acknowledges that the CEO has satisfactorily completed the probation period in the CEO contract of employment.

**Carried (5 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Bronwyn Ife, Cr Claire Anderson, Cr Sky Croeser and Cr Peter Devereux

**Against:** Nil

**Reason:** To reflect the purpose of the review of the probationary period.

## AMENDED OFFICER RECOMMENDATION AND COMMITTEE RESOLUTION:

**Moved:** Mayor Karen Vernon

**Seconded:** Deputy Mayor Bronwyn Ife

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

1. Endorses the findings of the CEO Probation Review Report and the KPI Assessment Report as set out in Confidential Attachment 6.1.1 and 6.1.2 and approve notification of the findings to the CEO.
2. Acknowledges that the CEO has satisfactorily completed the probation period in the CEO contract of employment.
3. Resolves that this report, and its attachments remain confidential in accordance with section 5.23 (2)(a) of the *Local Government Act 1995*.

**Carried (5 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Bronwyn Ife, Cr Claire Anderson, Cr Sky Croeser and Cr Peter Devereux

**Against:** Nil

### 6.1.2 Chief Executive Officer Contract Variation

## OFFICER RECOMMENDATION:

**Moved:** Cr Claire Anderson

**Seconded:** Cr Sky Croeser

That Council:

1. Approves a variation to Schedule 2 of the CEO Contract of Employment between the Town of Victoria Park and Carl Askew as set out in Confidential Attachment 6.1.2.2;
2. Authorises the Mayor to sign the varied Schedule 2 as set out in Confidential Attachment 6.1.2.2 on behalf of the Town of Victoria Park.

**Carried (5 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Bronwyn Ife, Cr Claire Anderson, Cr Sky Croeser and Cr Peter Devereux

**Against:** Nil

## AMENDMENT:

**Moved:** Mayor Karen Vernon

**Seconded:** Cr Peter Devereux

Add point 3.

3. Resolves that this report, and its attachments remain confidential in accordance with section 5.23(2)(a) of the *Local Government Act 1995*.

**Carried (5 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Bronwyn Ife, Cr Claire Anderson, Cr Sky Croeser and Cr Peter Devereux

**Against:** Nil

**Reason:** To address confidentiality.

## AMENDED OFFICER RECOMMENDATION AND COMMITTEE RESOLUTION:

**Moved:** Mayor Karen Vernon

**Seconded:** Deputy Mayor Bronwyn Ife

That Council:

1. Approves a variation to Schedule 2 of the CEO Contract of Employment between the Town of Victoria Park and Carl Askew as set out in Confidential Attachment 6.1.2.2.
2. Authorises the Mayor to sign the varied Schedule 2 as set out in Confidential Attachment 6.1.2.2 on behalf of the Town of Victoria Park.
3. Resolves that this report, and its attachments remain confidential in accordance with section 5.23(2)(a) of the *Local Government Act 1995*.

**Carried (5 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Bronwyn Ife, Cr Claire Anderson, Cr Sky Croeser and Cr Peter Devereux

**Against:** Nil

## COMMITTEE RECOMMENDATION:

**Moved:** Mayor Karen Vernon

**Seconded:** Deputy Mayor Bronwyn Ife

In accordance with section 5.23(2)(a) of the *Local Government Act 1995* the Chief Executive Officer Recruitment and Performance Review Committee reopened to the public at 6:17pm.

**Carried (5 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Bronwyn Ife, Cr Claire Anderson, Cr Sky Croeser and Cr Peter Devereux

**Against:** Nil

## 7 Closure

There being no further business, Mayor Karen Vernon closed the meeting at 6:18pm.

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

Signed: .....

Dated this: .....

Day of: .....

2025