

Performance Review Committee

Voting Membership:

The Committee will have up to four Councillors as members.

External Membership (non-voting):

Nil.

Quorum:

3

Chair:

The Mayor is the Chair of the Performance Review Committee.

Frequency of Meetings:

The Committee will meet on an as required basis.

Parent Committee:

The Committee shall report to Council any issues as may be required.

General Purpose and Objective:

The Performance Review Committee has primary responsibility for the effective monitoring of the Chief Executive Officer's performance and performance agreement.

Terms of Reference:

The Committee will have responsibility and authority to:

- 1.0 work as required with the Chief Executive on the implementation of the performance agreement entered into between the Council and the Chief Executive;
- 1.1 conduct the performance review required in the contract between the Council and the Chief Executive;
- 1.2 re-negotiate new performance agreements to cover subsequent periods as required;
- 1.3 make decisions regarding remuneration for the Chief Executive, including payment of any performance bonus;
- 1.4 represent the Council in regard to any issues which may arise in respect to the Chief Executive's job description, contract, performance agreement or other similar matters;
- 1.5 oversee any recruitment and selection process for a Chief Executive (noting that the decision on appointment must by law be made by the Council);

1.6 report to Council any issues as may be required.

Delegated Authority

The Performance Review Committee will have delegated authority to carry out activities within its terms of reference.