

Bunbury Harvey Regional Council

2017 CEO Performance Review

| KPI | Description | Evidence in support of achievement | Weighting 3= Most Important | Score Out of 5 | Total Weight x Score |
|--|--|---|--------------------------------|-------------------|----------------------------|
| Business outcomes – Identified Projects | | | | | |
| 1. | Provide comprehensive business case for the relocation of organics processing to Stanley Road | Report to be completed and provided to Council including a detailed assessment of the issues and benefits | 2 | | |
| 2. | Arrange for strategic risk workshop to clearly identify and document all issues impacting upon the Council | Workshop conducted and report outlining prioritised projects to be approved by Council | 3 | | |
| 3. | Implementation of projects identified in the Strategic Risk Workshop | Quarterly reporting of progress to be included as a standing agenda item on the Council agenda. | 2 | | |

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| Financial Management | | | | | |
| 4. | Performance against approved budget | Monthly reporting of financial performance along with acceptable reports in relation to variances | 3 | | |
| 5. | Implementation of strategies to minimise discretionary expenditure | Report provided to Council on cost saving initiatives and impact on budget | 2 | | |
| 6. | Improved financial reporting | Monthly financial reports to include more detailed responses to variances in relation to approved budget and include responses to shortfalls in relation to income and justification in relation to increased expenditure | 3 | | |

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| Corporate Governance | | | | | |
| 7. | Compliance with the requirements of the annual CAR | Copy of CAR provided to Council with 100% compliance achieved | 3 | | |
| 8. | Annual review of policies programmed | All policies reviewed in accordance with approved program | 2 | | |
| 9. | Council agendas and minutes provided in a timely and professional manner | Accuracy and timeliness of minutes and agendas meets expectations of the Chair and Councillors | 1 | | |
| 10. | Compliance with legislative requirements | Report to be provided to Councillors with any areas of non-compliance along with justification | 3 | | |

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| Business sustainability | | | | | |
| 11. | Identification of potential additional sources of revenue | Report provided to Council on a quarterly basis as to revenue sources identified and progress made in relation to them. | 2 | | |
| 12. | Approval from DER for the lined cell to allow for expansion and increased input | Comprehensive report to be provided to Council including a summary of all correspondence, meeting notes and responses from DER | 3 | | |

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| CEO Conduct & Organisational Culture | | | | | |
| 1. | Enterprise Agreement | Monitoring of Enterprise Agreement and outcomes report to Council on an annual basis | 1 | | |
| 2. | Cooperation and working relationships | Assessment by Chair and Councillors of compliance with directives and requests for assistance | 2 | | |

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| CEO Professional Development | | | | | |
| 1. | Undertake mentoring and leadership development | Identify potential leadership coach and development of professional development program | 3 | | |
| 2. | Maintain professional competence in relation to waste management | Report to be provided to Council outlining potential training and development opportunities for Council endorsement | 2 | | |