

Minutes

Chief Executive Officer Review Panel

Monday 24 August 2026

By signing these minutes I certify that they were confirmed at the Chief Executive Officer Review Panel held on Tuesday, _____ by resolution of Council

MAYOR FILOMENA PIFFARETTI
PRESIDING MEMBER

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Minutes of the Chief Executive Officer Review Panel of the Bayswater City Council which took place in the Committee Room, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on Monday 24 August 2026.

1 OFFICIAL OPENING

The Presiding Member, Mayor Filomena Piffaretti, declared the meeting open at 5:45pm.

2 ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member will deliver the Acknowledgement of Country.

Noongar Language

Ngalla City of Bayswater kaatanginy baalapa Noongar Boodja baaranginy, Wadjuk moort Noongar moort, boordiar's koora koora, boordiar's ye yay ba boordiar's boordawyn wah.

English Language Interpretation

We acknowledge the Traditional Custodians of the Land, the Whadjuk people of the Noongar Nation, and pay our respects to Elders past, present and emerging.

The Presiding Member, Mayor Filomena Piffaretti, acknowledged the Traditional Custodians of the land, the Whadjuk people of the Noongar nation, and paid respects to Elders past, present and emerging.

3 ATTENDANCE

In accordance with r14C(2)(b) of the Local Government (Administration) Regulations 1996, Deputy Mayor Elli Petersen-Pik attended the meeting via electronic means.

Deputy Mayor Elli Petersen-Pik confirmed he would be able to maintain confidentiality for the duration of the meeting, including while behind closed doors, in accordance with regulation 14CA sub-regulation (5) of the Local Government (Administration) Regulations 1996.

Presiding Member

Mayor Filomena Piffaretti

Members

Cr Elli Petersen-Pik – Deputy Mayor (via electronic means)

Cr Nat Latter

Cr Steven Ostaszewskyj

Officers

Jeremy Edwards

Chief Executive Officer (attended the meeting from 6.09pm to 6.58pm)

Amanda Albrecht

Manager Governance and Strategy (Minute Taker - was only present for the start and end of the meeting to record the Panel decisions)

Consultant

Helen Hardcastle AM Director – Learning Horizons

3.1 Apologies

Nil.

3.2 Approved Leave of Absence

Nil.

4 DISCLOSURE OF INTEREST SUMMARY

In accordance with section 5.65 of the *Local Government Act 1995*:

A member who has an interest in any matter to be discussed at a Council or Committee meeting that will be attended by the member must disclose the nature of the interest -

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed.

In accordance with section 5.65 of the *Local Government Act 1995*:

A member who has an interest in any matter to be discussed at a Council or Committee meeting that will be attended by the member must disclose the nature of the interest -

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed.

No disclosures were made during the meeting.

5 DELEGATED AUTHORITY BY COUNCIL

There are no items appearing in this agenda for which the Chief Executive Officer Review Panel has been granted delegated authority by Council in accordance with section 5.23(1)(b) of the *Local Government Act 1995 (WA)*; this meeting is closed to the Public.

6 TERMS OF REFERENCE

Purpose

The purpose of the Chief Executive Officer Review Panel is to ensure compliance with sections 5.39 and 5.39A of the *Local Government Act 1995 (WA)* and the City of Bayswater CEO Review Policy; and

1. To ensure the annual review of performance is consistent with the principles and standards outlined by the Department of Local Government in the Operational Guideline 'Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination'.
2. To make recommendations to Council on any proposed changes to the Chief Executive Officer's Contract of Employment or Conditions of Employment.

Membership

Four Elected Members

The Mayor will be appointed to this Panel (ex-officio) and will be the Presiding Member in accordance with the CEO Performance Review Policy.

At least one member will be required to complete appropriate training in undertaking Chief Executive Officer performance reviews.

All other Councillors are appointed as Deputies.

Members must abide by the *City of Bayswater Code of Conduct for Council Members, Committee Members and Candidates*

The Council will engage an independent consultant to facilitate the CEO's performance review process in accordance with the CEO Performance Review Policy. The independent consultant will not be a member of the Panel or having any voting rights.

Delegated Authority

This Panel does not have any delegated authority. The Panel will make recommendations to Council on report items. The Panel's recommendations will then be presented for Council's consideration at the next available Ordinary Council meeting.

Meetings

The Panel shall meet at least once per year to undertake the CEO's annual performance review, or as required, at the City of Bayswater Civic Centre.

Liaison Officer

Chief Executive Officer

7 CONFIRMATION OF MINUTES**COMMITTEE RECOMMENDATION TO COUNCIL
(OFFICER'S RECOMMENDATION)**

The Minutes of the Chief Executive Officer Review Committee held on 6 August 2025, which have been distributed, be confirmed as a true and correct record.

Mayor Filomena Piffaretti Moved, Cr Steven Ostaszewskyj Seconded

CARRIED UNANIMOUSLY: 4/0

For: Mayor Filomena Piffaretti, Cr Nat Latter, Cr Steven Ostaszewskyj and Cr Elli Petersen-Pik - Deputy Mayor.

Against: Nil.

CLOSED DOORS

The Presiding Member noted that in accordance with Section 5.23(2)(d)(ii) of the *Local Government Act 1995*, the meeting was required to be closed to the public as it relates to the recruitment or employment of the CEO or a senior employee, including a review of performance under section 5.38.

The Panel unanimously agreed to go behind closed doors.

8 CONFIDENTIAL ITEMS

8.1 Chief Executive Officer Performance Review 2025/26

Responsible Branch	Governance
Responsible Directorate:	Office of the CEO
Authority/Discretion:	Legislative
Voting Requirement:	<i>ABSOLUTE MAJORITY REQUIRED</i>
Officer Declaration:	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

This item is confidential in accordance with Section 5.23(2)(d)(ii) of the *Local Government Act 1995*, which requires the meeting to be closed to the public for business relating to:

- (d) *A matter relating to the recruitment or employment of the CEO or a senior employee, including the following -*
- (ii) *a review of performance under section 5.38;*

PANEL RECOMMENDATION TO COUNCIL **(OFFICER'S RECOMMENDATION)**

That limbs 1-4 of the Officer's Recommendation as contained in the "Confidential Report" be adopted with option A selected for limb 4.

Mayor Filomena Piffaretti Moved, Cr Nat Latter Seconded

For: Mayor Filomena Piffaretti, Cr Nat Latter, Cr Steven Ostaszewskyj and Cr Elli Petersen-Pik - Deputy Mayor.

Against: Nil.

At 6:09pm, the Chief Executive Officer Jeremy Edwards, was invited to join the meeting by the Presiding Member.

PANEL RECOMMENDATION TO COUNCIL

That limbs 5-8 as contained in the "Confidential Report" be adopted, with an amendment to limb 5 and inclusion of a new Confidential Attachment 4, which will be circulated and confirmed by the Panel prior to being presented to Council and included in the Confidential Minutes for this meeting.

Mayor Filomena Piffaretti Moved, Cr Nat Latter Seconded

CARRIED UNANIMOUSLY: 4/0

For: Mayor Filomena Piffaretti, Cr Nat Latter, Cr Steven Ostaszewskyj and Cr Elli Petersen-Pik - Deputy Mayor.

Against: Nil.

OPEN DOORS

That the Presiding Member noted that consideration of the Confidential Item had concluded and that the meeting could be reopened to the public.

The Panel unanimously agreed to come out from behind closed doors at 6:58pm.

9 NEXT MEETING

The next meeting of the Chief Executive Officer Review Panel will take place at a date and time to be confirmed.

10 CLOSURE

There being no further business to discuss, the Presiding Member, Mayor Filomena Piffaretti, declared the meeting closed at 6.58pm.