



**Lane Cove
Council**

Late Agenda Ordinary Council Meeting 18 June 2026, 7:00 PM

Council will commence consideration of
all business paper agenda items at 7.00 pm.

7 MAYORAL MINUTES

**L.3 MAYORAL MINUTE - EXTENSION OF TERM OF MEMBERSHIP OF
PERFORMANCE REVIEW PANEL TO UNDERTAKE MANAGEMENT OF
THE GENERAL MANAGER 3**

Ordinary Council Meeting 18 June 2026
MAYORAL MINUTE - EXTENSION OF TERM OF MEMBERSHIP OF PERFORMANCE REVIEW
PANEL TO UNDERTAKE MANAGEMENT OF THE GENERAL MANAGER

Item No: L.1

Item No: L.3
Subject: Mayoral Minute - Extension of term of membership of Performance Review Panel to undertake management of the General Manager
Record No: SU828 - 45645/26
Division: Lane Cove Council
Author(s): Councillor Merri Southwood

PURPOSE

The purpose of this Mayoral Minute is to extend the term of membership of the Performance Review Panel to undertake management of the General Manager

EXECUTIVE SUMMARY

Local Government Management Solutions has advised that Section 3 of the Guidelines for the Appointment and Oversight of General Managers emphasises panel stability and that, in terms of the panel membership, retaining the original group of Councillors who established the performance agreement on which performance would be assessed is best practice, and recommended by Local Government Management Solutions.

Consistent with the advice of Local Government Management Solutions and with the preamble to Resolution **203/2025**, it is proposed to extend the term of the members of the Performance Review Panel nominated in Item 3 of Resolution **203/2025** for the remainder of the Council term.

RECOMMENDATION

That Council resolves to retain the composition of the General Manager's Performance Review Panel, established pursuant to Item 3 in Resolution **203/2025**, for the remainder of the Council term, subject to the right of Council to vary membership of the Panel after finalisation of the General Manger's Performance Agreement for the year ending 20 July 2027 if a vacancy naturally arises or if the full Council passes a formal resolution to reset the panel for the next annual cycle.

Ordinary Council Meeting 18 June 2026
MAYORAL MINUTE - EXTENSION OF TERM OF MEMBERSHIP OF PERFORMANCE REVIEW
PANEL TO UNDERTAKE MANAGEMENT OF THE GENERAL MANAGER

Item No: L.1

At the Council meeting of 18 September, 2025, Council resolved (203/2025):

that for the remainder of the Council term, Council:

1. *undertake performance management of the General Manager having regard to the Guidelines for the Appointment and Oversight of General Managers 2022 issued by the Office of Local Government;*
2. *establish a Performance Review Panel to undertake the performance management of the General Manager;*
3. *resolve the composition of the General Manager's Performance Review Panel to consist of the Mayor, Deputy Mayor and Councillors Bryla and Taylor through to June 2026;*
4. *delegate the panel responsibility for performance management of the General Manager, including discussions about performance and performance reviews, any actions that should be taken, the determination of each new performance agreement, the reporting of performance findings and recommendations to Council, and the selection of a qualified external facilitator to assist with the performance review process, and the development of each performance agreement; and*
5. *agree to the involvement of an external facilitator to assist with the performance review process and the development of each new performance agreement.*

Local Government Management Solutions was engaged to assist with the development of the performance agreement for the General Manager for the period 21 July 2025 to 20 July 2026.

It is appropriate that Council now commence the process of review of the General Manager's performance to 20 July 2026.

Advice has been sought from Local Government Management Solutions as to the composition of the Panel to conduct this review.

The advice received from Local Government Management Solutions is that Section 3 of the Guidelines for the Appointment and Oversight of General Managers emphasises panel stability and that, in terms of the panel membership, retaining the original group of Councillors who established the performance agreement on which performance would be assessed is best practice and recommended by Local Government Management Solutions.

Consistent with the advice of Local Government Management Solutions and with the preamble to Resolution **203/2025**, it is proposed to extend the term of the members of the Performance Review Panel nominated in Item 3 of Resolution **203/2025** for the remainder of the Council term.

Councillor Merri Southwood
Councillor

ATTACHMENTS:

There are no supporting documents for this report.