



City of  
Mount Gambier

Civic Centre, 10 Watson Terrace  
Mount Gambier SA 5290

PO Box 56  
Mount Gambier SA 5290

Telephone 08 87212555  
Facsimile 08 87249791  
[city@mountgambier.sa.gov.au](mailto:city@mountgambier.sa.gov.au)

[mountgambier.sa.gov.au](http://mountgambier.sa.gov.au)

**I hereby give notice that a Chief Executive Officer Performance Review  
Committee Meeting will be held on:**

**Date:** Wednesday, 28 June 2023  
**Time:** 5:00 p.m.  
**Location:** Council Chamber  
10 Watson Terrace  
Mount Gambier

# **AGENDA**

## **Chief Executive Officer Performance Review Committee Meeting 28 June 2023**

**Sarah Philpott  
Chief Executive Officer  
23 June 2023**

## Order Of Business

<b>1</b>	<b>Acknowledgement of Country .....</b>	<b>3</b>
<b>2</b>	<b>Apology(ies).....</b>	<b>3</b>
<b>3</b>	<b>Confirmation of Minutes.....</b>	<b>3</b>
<b>4</b>	<b>Questions without Notice.....</b>	<b>3</b>
<b>5</b>	<b>Confidential Items.....</b>	<b>4</b>
<b>6</b>	<b>Meeting Close .....</b>	<b>5</b>
	Attachments Item 3      Chief Executive Officer Performance Review Committee Meeting - 31 May 2023.....	6



**1 ACKNOWLEDGEMENT OF COUNTRY**

**WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR FIRST NATIONS PEOPLES HAVE WITH THE LAND.**

**2 APOLOGY(IES)**

Nil

**3 CONFIRMATION OF MINUTES**

[Chief Executive Officer Performance Review Committee Meeting - 31 May 2023](#)

**RECOMMENDATION**

That the minutes of the Chief Executive Officer Performance Review Committee meeting held on 31 May 2023 be confirmed as an accurate record of the proceedings of the meeting.

**4 QUESTIONS WITHOUT NOTICE**



## 5 CONFIDENTIAL ITEMS

### 5.1 INDEPENDENT REVIEW OF CHIEF EXECUTIVE OFFICER AND REMUNERATION REVIEW – REPORT NO. AR23/34047

#### CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Chief Executive Officer Performance Review Committee orders that all members of the public, except the Mayor, Councillors and (Community Members) be excluded from attendance at the meeting for the receipt and consideration in confidence of Agenda Item 5.1 AR23/34047 Independent Review of Chief Executive Officer and Remuneration Review.

The Chief Executive Officer Performance Review Committee is satisfied that, pursuant to section 90(3) (a) and (g) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)
- information concerning matters that must be considered in confidence in order to ensure that the Council does not:
  - breach any law, order or direction of a court or tribunal constituted by law,
  - breach any duty of confidence, or
  - breach any other legal obligation or duty

The Chief Executive Officer Performance Review Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the subject matter includes information concerning the personal employment affairs of the Chief Executive Officer, Sarah Philpott for which a duty of confidence has been established.

#### CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 5.1 AR23/34047 Independent Review of Chief Executive Officer and Remuneration Review and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (a) and (g) be kept confidential and not available for public inspection until 2 years after the initial appointment term and any renewal term of the Chief Executive Officer, Sarah Philpott has lapsed, to be reviewed at least once in every 12 month period, with the exception of the relevant salary register details which are to be updated within 28 days of any change in remuneration.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

**6 MEETING CLOSE**



**MINUTES OF CITY OF MOUNT GAMBIER  
CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, 10 WATSON TERRACE, MOUNT GAMBIER  
ON WEDNESDAY, 31 MAY 2023 AT 5:00 P.M.**

**PRESENT:** Mayor Lynette Martin (OAM), Cr Max Bruins, Cr Sonya Meziniec, Cr Josh Lynagh

**IN ATTENDANCE:** Rebecca Hunt – McArthur (virtual)

**OFFICERS IN ATTENDANCE:** Chief Executive Officer - Mrs S Philpott  
General Manager Corporate and Regulatory Services - Mrs J Fetherstonhaugh

**1 ACKNOWLEDGEMENT OF COUNTRY**

**WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR FIRST NATIONS PEOPLES HAVE WITH THE LAND.**

**2 APOLOGY(IES)**

Cr Frank Morello

**3 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION**

Moved: Cr Max Bruins  
Seconded: Cr Josh Lynagh

That the minutes of the Chief Executive Officer Performance Review Committee meeting held on 1 May 2023 be confirmed as an accurate record of the proceedings of the meeting.

**CARRIED**

**4 QUESTIONS WITHOUT NOTICE**

Nil received



## 5 CONFIDENTIAL ITEMS

### 5.1 CHIEF EXECUTIVE OFFICER - 12 MONTH PERFORMANCE UPDATE – REPORT NO. AR23/31872

#### COMMITTEE RESOLUTION

Moved: Cr Sonya Meziniec

Seconded: Cr Max Bruins

#### CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Chief Executive Officer Performance Review Committee orders that all members of the public, except the Mayor, Councillors and Mrs S Philpott, Mrs J Fetherstonhaugh and Ms R Hunt be excluded from attendance at the meeting for the receipt and consideration in confidence of Agenda Item 5.1 AR23/31872 Chief Executive Officer - 12 Month Performance Update.

The Chief Executive Officer Performance Review Committee is satisfied that, pursuant to section 90(3) (a) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)

The Chief Executive Officer Performance Review Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be presented and discussed relates to the performance review of the Chief Executive Officer, the disclosure of which would be unreasonable disclosure of personal information relating to the employment of the Chief Executive Officer, Sarah Philpott.

**CARRIED**

#### COMMITTEE RESOLUTION

Moved: Cr Sonya Meziniec

Seconded: Cr Josh Lynagh

#### CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 5.1 AR23/31872 Chief Executive Officer - 12 Month Performance Update and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (a) be kept confidential and not available for public inspection until 2 years after the initial appointment term and any renewal term of the Chief Executive Officer, Sarah Philpott has elapsed.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

**CARRIED**



## **6 MEETING CLOSE**

**The Meeting closed at 5:52 p.m..**

**The minutes of this meeting were confirmed at the Chief Executive Officer Performance Review Committee held on 28 June 2023.**

.....  
**PRESIDING MEMBER**

