

CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE

Meeting to be held on Thursday 15th June, 2017 at 12 noon
in the Mayor's Office, Civic Centre, 10 Watson Terrace, Mount Gambier

AGENDA

1. CONSIDERATION FOR EXCLUSION OF THE PUBLIC

moved that the following item be received, discussed and considered in confidence by excluding the public pursuant to Section 90 (2) of the Local Government Act 1999, and an order be made that the public (with the exception of other Council Members and Council Officers now present) be excluded from the meeting in order for the item to be considered in confidence as the Council is satisfied that the item is a matter that can be considered in confidence pursuant to the grounds referenced in Section 90 (3) of the said Act as follows:

- S.90(3)(a) – information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

The Council is satisfied that the information to be received, discussed or considered in relation to this item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of the Chief Executive Officer in that details person to the Chief Executive Officer will be disclosed.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances as the matter is personal to the Chief Executive Officer.

ITEM NO.	SUBJECT MATTER	S90 (3) GROUNDS
2.	<u>CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW</u> – Discussion regarding Chief Executive Officer KPI's – Ref. PERS	(a)
3.	<u>CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW – Annual Performance Review and Remuneration Process</u> - Ref. PERS	(a)

seconded

SUSPENSION OF MEETING PROCEDURES

moved that pursuant to the powers contained at Paragraph 21 of the Local Government (Proceedings at Meetings) Regulations that the provisions of the said Regulations be suspended.

seconded

The Meeting Procedures were suspended at

RESUMPTION OF MEETING PROCEDURES

moved that the provisions of the Meeting Procedures be now resumed at

seconded

IN CONFIDENCE

2. PERSONNEL – Chief Executive Officer Performance Review – Discussion regarding Chief Executive Officer KPI's – Ref. PERS

The Presiding Member reported:

Attached is a copy of the CEO's KPI Report to 30th June, 2017, extracted from the Performance Manager Program and a further summary of achievements.

RECOMMENDATION

moved;

- (a) the CEO's KPI Report to 30th June, 2017 and a further summary report of Key Achievements be received and noted.**

seconded

3. PERSONNEL – Chief Executive Officer Performance Review – Annual Performance Review and Remuneration Process – Ref. PERS

The Presiding Member reported:

Attached is a Report outlining the Annual Performance Review and Remuneration Process for consideration of the Committee.

RECOMMENDATION

moved;

- (a) the CEO's Report on the engagement of an external consultant to assist Council with the CEO's annual performance review be received;**
- (b) the requirement to engage an external consultant is referred to the Committee;**
- (c) annual remuneration increases, should they be sought, will be based on satisfactory performance (or greater) and be limited to equal or less than CPI.**

seconded

4. CONSIDERATION FOR KEEPING MATTERS CONFIDENTIAL

moved that an order be made pursuant to Section 91 (7) of the Local Government Act, 1999 that the document in relation to item which has been considered by the Council on a confidential basis pursuant to Section 90 (3) be kept confidential as follows:

<u>Item No.</u>	<u>Subject Matter</u>	<u>S.90(3) Grounds</u>	<u>Element To Be Kept Confidential</u>	<u>Duration</u>
2.	<u>CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW</u> – Discussion regarding Chief Executive Officer KPI's - Ref. PERS	(a)	All details	12 months
3.	<u>CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW</u> – Annual Performance Review and Remuneration Process - Ref. PERS	(a)	All details	12 months

seconded

CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE

Minutes of Meeting held on Thursday 15th June, 2017 at 12 noon
in the Mayor's Office, Civic Centre, 10 Watson Terrace, Mount Gambier

1. CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Cr Greco moved that the following item be received, discussed and considered in confidence by excluding the public pursuant to Section 90 (2) of the Local Government Act 1999, and an order be made that the public (with the exception of Council Members Mayor Lee, Cr Greco, Cr Persello and Council Officers Mark McShane and Lynne Dowling now present) be excluded from the meeting in order for the item to be considered in confidence as the Council is satisfied that the item is a matter that can be considered in confidence pursuant to the grounds referenced in Section 90 (3) of the said Act as follows:

- S.90(3)(a) – information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

The Council is satisfied that the information to be received, discussed or considered in relation to this item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of the Chief Executive Officer in that details person to the Chief Executive Officer will be disclosed.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances as the matter is personal to the Chief Executive Officer.

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3.	<u>CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW – Annual Performance Review and Remuneration Process</u> - Ref. PERS	(a)

Cr Persello seconded

Carried

SUSPENSION OF MEETING PROCEDURES

Cr Greco moved that pursuant to the powers contained at Paragraph 21 of the Local Government (Proceedings at Meetings) Regulations that the provisions of the said Regulations be suspended.

Cr Persello seconded

Carried

The Meeting Procedures were suspended at 12.02 pm

RESUMPTION OF MEETING PROCEDURES

Cr Greco moved that the provisions of the Meeting Procedures be now resumed at 12.32 pm.

Cr Persello seconded

Carried

IN CONFIDENCE

2. PERSONNEL – Chief Executive Officer Performance Review – Discussion regarding Chief Executive Officer KPI's – Ref. PERS

The Presiding Member reported:

Attached to the Agenda is a copy of the CEO's KPI Report to 30th June, 2017, extracted from the Performance Manager Program and a further summary of achievements.

RECOMMENDATION

Cr Greco moved;

- (a) the CEO's KPI Report to 30th June, 2017 and a further summary report of Key Achievements be received and noted;**
- (b) that a Member Workshop be conducted, led by the CEO Performance Review Committee, with other Councillors invited, to review the CEO's KPI's.**

Cr Persello seconded

Carried

3. PERSONNEL – Chief Executive Officer Performance Review – Annual Performance Review and Remuneration Process – Ref. PERS

The Presiding Member reported:

Attached to the Agenda is a Report outlining the Annual Performance Review and Remuneration Process for consideration of the Committee.

RECOMMENDATION

Cr Greco moved;

- (a) the CEO's Report on the engagement of an external consultant to assist Council with the CEO's annual performance review be received;**
- (b) Council engages AME Recruitment to facilitate the CEO's Annual Performance Review;**
- (c) annual remuneration increases, should they be sought, will be based on satisfactory performance (or greater) and be limited to equal or less than CPI.**

Mayor Lee seconded

Carried

4. CONSIDERATION FOR KEEPING MATTERS CONFIDENTIAL

Cr Greco moved that an order be made pursuant to Section 91 (7) of the Local Government Act, 1999 that the document in relation to item which has been considered by the Council on a confidential basis pursuant to Section 90 (3) be kept confidential as follows:

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Cr Persello seconded

Carried

AGENDA OF ORDINARY COUNCIL MEETING

Meeting to be held at the Council Chamber, Civic Centre, 10 Watson Terrace, Mount Gambier
on Tuesday, 20th June 2017 at 6.00 p.m.

IN-CONFIDENCE

18.7 CONSIDERATION FOR EXCLUSION OF THE PUBLIC

moved that the following item be received, discussed and considered in confidence by excluding the public pursuant to Section 90 (2) of the Local Government Act 1999, and an order be made that the public (with the exception of Mayor A Lee, Councillors - C Greco, I Von Stanke, S Perryman, P Richardson, J Lynagh, S Meziniec and M Lovett and Council Officers - M McShane, P Lee, J Nagy, N Serle, M McCarthy, S McLean and F McGregor) be excluded from the meeting in order for the item to be considered in confidence as the Council is satisfied that the item is a matter that can be considered in confidence pursuant to the grounds referenced in Section 90 (3) of the said Act as follows:

- S.90(3)(a) – information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

The Council is satisfied that the information to be received, discussed or considered in relation to this item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of the Chief Executive Officer in that details person to the Chief Executive Officer will be disclosed.

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ITEM NO.	SUBJECT MATTER	S90 (3) GROUNDS
18.8	<u>CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW</u> – Discussion regarding Chief Executive Officer KPI's – Ref. PERS	(a)
18.9	<u>CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW – Annual Performance Review and Remuneration Process</u> - Ref. PERS	(a)

Moved:

Seconded:

IN CONFIDENCE

18.8 PERSONNEL – Chief Executive Officer Performance Review – Discussion regarding Chief Executive Officer KPI’s – Ref. PERS

- (a) the CEO’s KPI Report to 30th June, 2017 and a further summary report of Key Achievements be received and noted;
- (b) that a Member Workshop be conducted, led by the CEO Performance Review Committee, with other Councillors invited, to review the CEO’s KPI’s.

Moved:

Seconded:

18.9 PERSONNEL – Chief Executive Officer Performance Review – Annual Performance Review and Remuneration Process – Ref. PERS

- (a) the CEO’s Report on the engagement of an external consultant to assist Council with the CEO’s annual performance review be received;
- (b) Council engages AME Recruitment to facilitate the CEO’s Annual Performance Review;
- (c) annual remuneration increases, should they be sought, will be based on satisfactory performance (or greater) and be limited to equal or less than CPI.

Moved:

Seconded:

18.10 CONSIDERATION FOR KEEPING MATTERS CONFIDENTIAL

moved that an order be made pursuant to Section 91 (7) of the Local Government Act, 1999 that the document in relation to item which has been considered by the Council on a confidential basis pursuant to Section 90 (3) be kept confidential as follows:

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18.8	<u>CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW</u> – Discussion regarding Chief Executive Officer KPI’s - Ref. PERS	(a)	All details	12 months
18.9	<u>CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW</u> – Annual Performance Review and Remuneration Process - Ref. PERS	(a)	All details	12 months

Moved

Seconded

MINUTES OF ORDINARY COUNCIL MEETING

Meeting held at the Council Chamber, Civic Centre, 10 Watson Terrace, Mount Gambier
on Tuesday, 20th June 2017 at 6.00 p.m.

18.7 Consideration for Exclusion of Public

moved that the following item be received, discussed and considered in confidence by excluding the public pursuant to Section 90 (2) of the Local Government Act 1999, and an order be made that the public (with the exception of Mayor A Lee, Councillors - C Greco, I Von Stanke, S Perryman, P Richardson, J Lynagh, S Mezinac and M Lovett and Council Officer - M McShane) be excluded from the meeting in order for the item to be considered in confidence as the Council is satisfied that the item is a matter that can be considered in confidence pursuant to the grounds referenced in Section 90 (3) of the said Act as follows:

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Moved: Cr Greco

Seconded: Cr Perryman

Carried

(Procedures at Meetings) Regulation 20—Short-term suspension of proceedings

Mayor Lee sought the approval of at least two-thirds of the members present at the meeting to suspend meeting procedures:

Purpose of the Suspension: To discuss the Chief Executive Officer Performance Review items

Carried by more than two-thirds of the members present at the meeting.

Meeting Procedures were suspended at 7.20 p.m.

End of Period of Suspension

The Mayor determined that the period of suspension should be brought to an end;

Carried by more than two-thirds of the members present at the meeting.

The Period of Suspension came to an end and Meeting Procedures resumed at 7.23 p.m.

