



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

mountgambier.sa.gov.au

I hereby give notice that a Confidential Council Meeting will be held on:

Date: Tuesday, 20 August 2019

Time: 6.00 p.m.

**Location: Council Chamber
Civic Centre
10 Watson Terrace
Mount Gambier**

AGENDA

Confidential Council Meeting 20 August 2019

**Andrew Meddle
Chief Executive Officer**

16 August 2019

27 NEW CONFIDENTIAL ITEMS

27.1 CHIEF EXECUTIVE OFFICER KEY PERFORMANCE INDICATORS 2019/2020 – REPORT NO. AR19/40449

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor L Martin, Councillors S Mezinac, K Amoroso, M Bruins, C Greco, B Hood, P Jenner, F Morello and S Perryman and Council Officers A Meddle, B Cernovsis, J Nagy, N Serle, J Zwijnenburg, A Watson and F McGregor be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 27.1 AR19/40449 Chief Executive Officer Key Performance Indicators 2019/2020.

The Council 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 Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because This matter relates directly to the Chief Executive Officer's contract with the City of Mount Gambier.



**27.1 CHIEF EXECUTIVE OFFICER KEY PERFORMANCE INDICATORS 2019/2020 -
REPORT NO. AR19/40449**

Committee:	Council
Meeting Date:	20 August 2019
Report No.:	AR19/40449
CM9 Reference:	AF13/64
Author:	Andrew Meddle, Chief Executive Officer
Authoriser:	Andrew Meddle, Chief Executive Officer
Summary:	Report proposing Key Performance Indicators for 27 May 2019 until 30 June 2020, being the first full year for the new Chief Executive Officer.
Community Plan Reference:	Goal 1: Our People Goal 2: Our Location Goal 3: Our Diverse Economy Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage

The Council is satisfied that, pursuant to Section 90(2) & (3) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this agenda item is:

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

REPORT RECOMMENDATION

1. That Council Report No. AR19/40449 titled 'Chief Executive Officer Key Performance Indicators 2019/2020' as presented on 20 August 2019 be noted.
2. That Council endorse the Key Performance Indicators 2019/2020 for the Chief Executive Officer, as contained within **Attachment 1** to this report.



BACKGROUND

The Chief Executive Officer (CEO) commenced work with the City of Mount Gambier on 27 May 2019. As part of the contract between the City of Mount Gambier and the CEO, there is an obligation to agree Key Performance Indicators (KPIs) within three months of commencement. This report is intended to fulfil that contractual obligation.

The KPIs proposed can be found as **Attachment 1**. These KPIs have been drafted by McArthurs, who undertook this work as part of their recruitment contract. They are the result of work prepared within the recruitment process and also from a draft schedule prepared by interim CEO Graeme Maxwell. They have been discussed with the CEO, who accepts them. They have also been informally discussed by members of the Chief Executive Officer Performance Review Committee, who have put them forward for Council consideration and endorsement.

The KPIs represent a mix of short and longer-term KPIs for the first year of the CEO's contract, which will be reported on throughout the year, directly to Council. KPIs for the 2020/2021 year will be agreed in tandem with the 2020/2021 Annual Business Plan and budget setting process.

ATTACHMENTS

1. City of Mount Gambier Chief Executive Officer Key Performance Indicators [↓](#)



McArthur

City of Mount Gambier

CEO KPIs 2019/2020

1. Undertake an employee engagement survey and report the outcomes to Council by 30th November 2019.
2. Commence a review of the Council's Strategic Plan and have an agreed process in place by 30th November 2019.
3. Review the organisational structure and staffing resources by 30th June 2020 and report to Council.
4. Implement identified resourcing changes within the financial parameters afforded in the 2019/20 budget, by 30th November 2019.
5. Progress the Community and Recreation Hub project in line with the milestones as established by the Federal and State Government funding partners and as documented within the funding agreements executed (to 30th June 2020 and on-going).
6. Review communication/engagement channels between elected members and staff by 30th November 2019.
7. Review the information sharing and decision making structures of the Council (Committees, Informal Gatherings and Friday Edition) by 30th November 2019.
8. Establish working relationships with the key stakeholders within the community and the region (eg business/tourism/health/education/parliamentary members/regional councils/RDA/LCLGA) by 30th June 2020.



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 27.1 AR19/40449 Chief Executive Officer Key Performance Indicators 2019/2020 and its attachments, the discussion and the 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 End of current contract.
2. Further that Council delegates the power of review revoke, but not the extension, of the confidential order to the Chief Executive Officer on a monthly basis in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CONFIDENTIAL

**MINUTES OF CONFIDENTIAL COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, 10 WATSON TERRACE,
MOUNT GAMBIER ON TUESDAY, 20 AUGUST 2019 AT 6.00 P.M.**

PRESENT: Mayor Lynette Martin (OAM), Cr Sonya Meziniec, Cr Kate Amoroso, Cr Max Bruins, Cr Christian Greco, Cr Ben Hood, Cr Paul Jenner, Cr Frank Morello

OFFICERS IN ATTENDANCE:	Chief Executive Officer	- Mr A Meddle
	General Manager Community Wellbeing	- Ms B Cernovskis
	General Manager City Infrastructure	- Mr N Serle
	Acting General Manager Council Business Services	- Mr J Zwijnenburg
	Media and Communications Coordinator	- Ms S McLean
	Manager Executive Administration	- Mr M McCarthy
	Executive Administration Officer	- Mrs M Telford

27 NEW CONFIDENTIAL ITEMS

**27.1 CHIEF EXECUTIVE OFFICER KEY PERFORMANCE INDICATORS 2019/2020 -
REPORT NO. AR19/40449**

RESOLUTION 2019/200

Moved: Cr Christian Greco

Seconded: Cr Frank Morello

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor L Martin, Councillors S Meziniec, K Amoroso, M Bruins, C Greco, B Hood, P Jenner and F Morello and Council Officers Mr A Meddle, Ms B Cernovskis, Mr N Serle, Mr J Zwijnenburg, Mrs A Watson, Mr M McCarthy and Mrs M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 27.1 AR19/40449 Chief Executive Officer Key Performance Indicators 2019/2020.

The Council 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 Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because this matter relates directly to the Chief Executive Officer's contract with the City of Mount Gambier.

CARRIED

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

Purpose of the Suspension: Discuss Chief Executive Officer Key Performance Indicators

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

Meeting Procedures were suspended at 8.49 p.m.

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 8.58 p.m.

RESOLUTION 2019/201

Moved: Cr Christian Greco

Seconded: Cr Sonya Mezinec

1. That Council Report No. AR19/40449 titled 'Chief Executive Officer Key Performance Indicators 2019/2020' as presented on 20 August 2019 be noted.
2. That Council endorse the Key Performance Indicators 2019/2020 for the Chief Executive Officer, as contained within **Attachment 1** to this report.

CARRIED

RESOLUTION 2019/202

Moved: Cr Max Bruins

Seconded: Cr Ben Hood

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 27.1 AR19/40449 Chief Executive Officer Key Performance Indicators 2019/2020 and its attachments, the discussion and the 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 end of current contract.
2. Further that Council delegates the power of review revoke, but not the extension, of the confidential order to the Chief Executive Officer on a monthly basis in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED