



Civic Centre, 10 Watson Terrace
Mount Gambier SA 5290

PO Box 56
Mount Gambier SA 5290

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Facsimile 08 87249791
city@mountgambier.sa.gov.au

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

Date: Tuesday, 9 November 2021
Time: 12.00 p.m.
Location: Council Chamber
Civic Centre
10 Watson Terrace
Mount Gambier

CONFIDENTIAL AGENDA

Chief Executive Officer Performance Review Committee Meeting

9 November 2021

A handwritten signature in black ink, appearing to read 'Sarah Philpott', written over a light grey circular stamp.

Sarah Philpott
Chief Executive Officer
5 November 2021

5.2 CHIEF EXECUTIVE OFFICER PROBATIONARY PERIOD – REPORT NO. AR21/70965

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 OAM L Martin, Councillors C Greco, F Morello, P Jenner and S Mezinec and Community Members <Enter Names> be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 5.2 AR21/70965 Chief Executive Officer Probationary Period.

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.

CONFIDENTIAL

5.2 CHIEF EXECUTIVE OFFICER PROBATIONARY PERIOD – REPORT NO. AR21/70965

Committee:	Chief Executive Officer Performance Review Committee
Meeting Date:	9 November 2021
Report No.:	AR21/70965
CM9 Reference:	AF12/36
Author:	Michael McCarthy, Manager Governance and Property
Authoriser:	Darren Barber, General Manager Shared Services
Summary:	Report to determine whether Council consider the Chief Executive Officer has completed her probationary period satisfactorily.
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 Committee 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 Chief Executive Officer Performance Review Committee Report No. AR21/70965 titled 'Chief Executive Officer Probationary Period' as presented on 09 November 2021 be noted.
2. To be determined at the meeting.

Council has an obligation to have a Chief Executive Officer under section 96 of the Local Government Act 1999 and a contractual obligation in relation to the probation and performance of the Chief Executive Officer.

The employment contract for the Chief Executive Officer has a requirement for a six month probation reviewed from the commencement of employment being 15 June 2021.

Council also at its meeting held on 19 October 2021 adopted Key Performance Indicators for the first year of employment of the Chief Executive Officer.

The probation review assessment is based on the KPI's adopted by Council.

The Committee may consider suspending meeting procedures for a pre-determined period (which may be extended) to discuss this report, questions or any relevant discussion to occur.

ATTACHMENTS

Nil



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 5.2 AR21/70965 Chief Executive Officer Probationary Period 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 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*.

CONFIDENTIAL

**MINUTES OF CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE
MEETING
HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, 10 WATSON TERRACE, MOUNT
GAMBIER
ON TUESDAY, 9 NOVEMBER 2021 AT 12.00 P.M.**

PRESENT: Cr Christian Greco, Cr Frank Morello, Cr Sonya Mezinec

OFFICERS IN ATTENDANCE: General Manager Shared Services - Mr D Barber
Executive Administrator Community Wellbeing - Ms A Lavia

COMMITTEE RESOLUTION

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 Chief Executive Officer Performance Review Committee orders that all members of the public, except Councillors and Council Officers D Barber and A Lavia be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 5.2 AR21/70965 Chief Executive Officer Probationary Period.

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 Christian Greco
Seconded: Cr Sonya Mezinac

1. That Chief Executive Officer Performance Review Committee Report No. AR21/70965 titled 'Chief Executive Officer Probationary Period' as presented on 09 November 2021 be noted.
2. That Chief Executive Officer Performance Review Committee recommend that Council endorse the successful completion of the Chief Executive Officer, Sarah Philpott's probationary period.

CARRIED

COMMITTEE RESOLUTION

Moved: Cr Christian Greco
Seconded: Cr Frank Morello

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 5.2 AR21/70965 Chief Executive Officer Probationary Period 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 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





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

Date: Tuesday, 16 November 2021

Time: 6.00 p.m.

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

CONFIDENTIAL AGENDA

Council Meeting 16 November 2021

A handwritten signature in black ink, appearing to read 'Sarah Philpott', is written over a light grey grid background.

**Sarah Philpott
Chief Executive Officer
12 November 2021**

25.3 Chief Executive Officer Probationary Period

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 the Mayor, Councillors and (Council Officers) be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 25.3 AR21/70965 Chief Executive Officer Probationary Period.

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 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.

RECOMMENDATION

1. That Chief Executive Officer Performance Review Committee Report No. AR21/70965 titled 'Chief Executive Officer Probationary Period' as presented on 09 November 2021 be noted.
2. That Chief Executive Officer Performance Review Committee recommend that Council endorse the successful completion of the Chief Executive Officer, Sarah Philpott's probationary period.

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 5.2 AR21/70965 Chief Executive Officer Probationary Period 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 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*.



**MINUTES OF CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE
MEETING
HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, 10 WATSON TERRACE, MOUNT
GAMBIER
ON TUESDAY, 9 NOVEMBER 2021 AT 12.00 P.M.**

PRESENT: Cr Christian Greco, Cr Frank Morello, Cr Sonya Mezinec

OFFICERS IN ATTENDANCE: General Manager Shared Services - Mr D Barber
Executive Administrator Community Wellbeing - Ms A Lavia

COMMITTEE RESOLUTION

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 Chief Executive Officer Performance Review Committee orders that all members of the public, except Councillors and Council Officers D Barber and A Lavia be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 5.2 AR21/70965 Chief Executive Officer Probationary Period.

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 Christian Greco

Seconded: Cr Sonya Mezinac

1. That Chief Executive Officer Performance Review Committee Report No. AR21/70965 titled 'Chief Executive Officer Probationary Period' as presented on 09 November 2021 be noted.
2. That Chief Executive Officer Performance Review Committee recommend that Council endorse the successful completion of the Chief Executive Officer, Sarah Philpott's probationary period.

CARRIED

COMMITTEE RESOLUTION

Moved: Cr Christian Greco

Seconded: Cr Frank Morello

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 5.2 AR21/70965 Chief Executive Officer Probationary Period 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 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

**MINUTES OF CITY OF MOUNT GAMBIER COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, 10 WATSON TERRACE, MOUNT
GAMBIER
ON TUESDAY, 16 NOVEMBER 2021 AT 6.00 P.M.**

PRESENT: Mayor Lynette Martin (OAM), Cr Sonya Meziniec, Cr Max Bruins, Cr Paul Jenner, Cr Frank Morello

OFFICERS IN ATTENDANCE:

Chief Executive Officer	- Mrs S Philpott
General Manager City Infrastructure	- Ms B Cernovskis
General Manager Shared Services	- Mr D Barber
General Manager City Growth	- Mr T Coote
Acting General Manager Community Wellbeing	- Mrs G Davison
Manager Governance and Property	- Mr M McCarthy
Manager Waste and ReUse	- Mr M McDonald
Manager Finance	- Ms J Scoggins
Media and Communications Coordinator	- Ms S McLean
Executive Administrator City Infrastructure	- Ms S Wilson
Executive Administrator City Growth	- Ms T Chant

**25.3 CHIEF EXECUTIVE OFFICER PROBATIONARY PERIOD – REPORT NO.
AR21/70965**

RESOLUTION 2021/376

Moved: Cr Frank Morello
Seconded: Cr Sonya Meziniec

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 the Mayor, Councillors and Council Officers B Cernovskis, D Barber, T Coote, G Davison, M McCarthy, M McDonald, J Scoggins, S McLean, S Wilson and T Chant be excluded

from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 25.3 AR21/70965 Chief Executive Officer Probationary Period.

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 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

RESOLUTION 2021/377

Moved: Mayor Lynette Martin

Seconded: Cr Max Bruins

1. That Chief Executive Officer Performance Review Committee Report No. AR21/70965 titled 'Chief Executive Officer Probationary Period' as presented on 09 November 2021 be noted.
2. That Council endorse the successful completion of the Chief Executive Officer, Sarah Philpott's probationary period.

CARRIED

RESOLUTION 2021/378

Moved: Cr Max Bruins

Seconded: Cr Frank Morello

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 5.2 AR21/70965 Chief Executive Officer Probationary Period 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 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

Mrs Philpott returned to the meeting at 7:33 pm.

