



Civic Centre, 10 Watson Terrace  
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**I hereby give notice that a Chief Executive Officer Performance Review  
Committee Meeting will be held on:**

**Date:** Tuesday, 12 October 2021  
**Time:** 11.30 a.m.  
**Location:** Council Chamber  
Civic Centre  
10 Watson Terrace  
Mount Gambier

# **CONFIDENTIAL AGENDA**

## **Chief Executive Officer Performance Review Committee Meeting 12 October 2021**

A handwritten signature in black ink, appearing to read "Sarah Philpott", is positioned above the printed name.

**Sarah Philpott**  
**Chief Executive Officer**  
**7 October 2021**

## 6 CONFIDENTIAL ITEMS

### 6.1 CHIEF EXECUTIVE OFFICER KPI'S – REPORT NO. AR21/59974

#### 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 (Council Officers) be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 6.1 AR21/59974 Chief Executive Officer KPI's.

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 considered relates to the performance review measures for the Chief Executive Officer, the disclosure of which would be an unreasonable disclosure of personal information relating to the employment of the Chief Executive Officer, Sarah Philpott.



**6.1 CHIEF EXECUTIVE OFFICER KPI'S – REPORT NO. AR21/59974**

**Meeting:** Chief Executive Officer Performance Review Committee  
**CM9 Reference:** AF12/36  
**Author:** Michael McCarthy, Manager Governance and Property  
**Authoriser:** Darren Barber, General Manager Shared Services

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. AR21/59974 titled 'Chief Executive Officer KPI's ' as presented on 12 October 2021 be noted.
2. That, having been agreed to by the Chief Executive Officer, Sarah Philpott, the Draft CEO Performance KPI's as attached to Report No. AR21/59974 be adopted for the 1<sup>st</sup> annual Chief Executive Officer performance review for the 2021/22 year.



## **BACKGROUND**

The Chief Executive Officer, Sarah Philpott commenced employment on 15 June 2021 following a selection process.

A contractual provision for the Chief Executive Officers employment includes the preparation and agreement on Key Performance Indicators (KPI's).

## **DISCUSSION**

Having been engaged in the Chief Executive Officer position for three months Draft KPI's for the Chief Executive Officers performance have been prepared and informally presented to members of Council and the Chief Executive Officer Performance Review Committee.

The draft KPI's are attached to this report as **Attachment 1**.

To enable subsequent 6 month probation and 1<sup>st</sup> annual performance review it is appropriate that Council endorse the agreed KPI's.

It is important to note that any proposed change to the Draft (or agreed) KPI's must be agreed with the Chief Executive Officer before endorsement. Neither the Chief Executive Officer Performance Committee nor Council may unilaterally impose alternative KPI's or amend agreed KPI's other than through a formal review process that includes the Chief Executive Officer.

Upon adoption, the agreed KPI's shall form the basis for the upcoming 6 month probation and 1<sup>st</sup> annual performance review processes.

## **CONCLUSION**

Having reviewed the draft CEO Performance KPI's as prepared and presented by the Chief Executive Officer, Sarah Philpott , the Committee may now recommend their adoption to Council.

## **ATTACHMENTS**

1. Chief Executive Officer KPI's October 2021 [↓](#)



Outcome areas	Key Result Area	KPIs (Measurements)
<p><b>Leadership, innovation and strategy</b>                      Provide inspirational leadership and strategy development to achieve the aspirations of council and the community.</p>	<p>Effective implementation of council's strategic plan</p> <p>Facilitate delivery of business plan priority projects on time and budget</p> <p>Effective leadership of the Executive team and the organisation</p> <p>Lead the development of an innovative and sustainable waste management and recycling industry</p>	<p>Provide 6 monthly updates on council's strategic plan</p> <p>Deliver business plan priority project milestones on time and budget.</p> <ul style="list-style-type: none"> <li>• Improve planning, design and delivery of capital works program</li> <li>• Progress Wulanda Recreation and Convention Centre in line with revised milestones and budget allocations</li> </ul> <p>Organisational feedback on leadership and communication from the organisation</p> <p>Progress service review for waste, recycling and re-use activities undertaken by Council by June 2022, and consider regional opportunities for waste</p>
<p><b>Growth, prosperity and community wellbeing</b>                      Lead initiatives that contribute to the wellbeing of the community and the growth, prosperity and reputation of Mount Gambier as a destination to visit, live and relocate.</p>	<p>Continue to implement initiatives in council's city growth strategy</p> <p>Continue to implement community based activities that strengthen connection, health and wellbeing</p>	<p>Undertake a review of council's tourism and visitor information services by June 2022</p> <p>Ensure development of an "Investment Attraction Strategy" and Advocacy plan/approach</p> <p>Progress work towards Crater Lakes Activation and opportunities provided by co-dedication of Blue Lake land parcel.</p> <p>Progress the Open Space Strategy to ensure a 30 year vision for open space as a key feature of community and recreational development by 30 June 2022</p> <p>Optimise culture, arts community programs and events activation across the City</p>



<p><b>Financial, governance and risk management</b>                  Lead the management and implementation of appropriate frameworks, systems and procedures to identify, assess and address risks</p>	<p>Deliver improvements in risk management frameworks and processes</p> <p>Manage the City's finances to maintain and improve the City's financial sustainability</p> <p>Effective management of city's capital assets</p>	<p>Progress reviews of risk management framework and business continuity plans</p> <p>Deliver a high-quality annual budget process in line with the LTFP, in collaboration with council through until June 2022</p> <p>Mature our Asset Management frameworks and approaches</p>
<p><b>Organisational performance</b>                  Build capability, capacity and resilience and align culture and behaviour to the vision and expectations of council and the community</p>	<p>Develop and implement a strategy to improve organisational culture</p> <p>Implement an organisation-wide accountability framework, with KPIs defined and monitored for each business area.</p> <p>Maintain and build positive and effective relationships with council and administration</p>	<p>Adopt and embed the new employee vision and values</p> <p>Review the organisational structure as needed to align with strategic priorities</p> <p>Improve frequency of project and management reporting on organisational performance to Council</p> <p>Provision of timely and accurate information to enable the Mayor and Elected Members to fulfil their obligations.</p> <p>Review committee structures and implement any changes to structures by January 2022</p> <p>Ensure Local Government reforms are implemented in line with changes to the Act and Regulations, and report implementation to Council 6 monthly</p> <p>Preparation for Caretaker period, election and induction for Councillors (July/August 2022?)</p>



<b>Relationship management</b>	Develop effective relationships between Council, community and key stakeholders	Ensure City of Mount Gambier is represented regionally and within the sector in key initiatives and sector wide improvement opportunities  Ensure regular communication with the community about Council's services, facilities and current issues  Be visible in the community, with regular reporting back to Council on key stakeholder and community engagement
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CONFIDENTIAL



**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 6.1 AR21/59974 Chief Executive Officer KPI's 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, 12 OCTOBER 2021 AT 11.30 A.M.**

**PRESENT:** Mayor Lynette Martin (OAM), 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

**6 CONFIDENTIAL ITEMS**

**6.1 CHIEF EXECUTIVE OFFICER KPI'S – REPORT NO. AR21/59974**

**COMMITTEE RESOLUTION**

Moved: Cr Christian Greco  
Seconded: Cr Sonya Mezinec

**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 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 6.1 AR21/59974 Chief Executive Officer KPI's.

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 considered relates to the performance review measures for the Chief Executive Officer, the disclosure of which would be an 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 Mezinec

1. That Chief Executive Officer Performance Review Committee Report No. AR21/59974 titled 'Chief Executive Officer KPI's' as presented on 12 October 2021 be noted.
2. That, having been agreed to by the Chief Executive Officer, Sarah Philpott, the Draft CEO Performance KPI's as attached to Report No. AR21/59974 be adopted for the 1<sup>st</sup> annual Chief Executive Officer performance review for the 2021/22 year.

**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 6.1 AR21/59974 Chief Executive Officer KPI's 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**

Sarah Philpott, Chief Executive Officer joined the meeting at 11:39 am.





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

**Date:** Tuesday, 19 October 2021  
**Time:** 6.00 p.m.  
**Location:** Council Chamber  
Civic Centre  
10 Watson Terrace  
Mount Gambier

# **CONFIDENTIAL AGENDA**

**Council Meeting  
19 October 2021**

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

**Sarah Philpott  
Chief Executive Officer  
15 October 2021**

## 25.4 Chief Executive Officer KPI's

### 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 25.4 AR21/59974 Chief Executive Officer KPI's.

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 considered relates to the performance review measures for the Chief Executive Officer, the disclosure of which would be an 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. AR21/59974 titled 'Chief Executive Officer KPI's' as presented on 12 October 2021 be noted.
2. That, having been agreed to by the Chief Executive Officer, Sarah Philpott, the Draft CEO Performance KPI's as attached to Report No. AR21/59974 be adopted for the 1<sup>st</sup> annual Chief Executive Officer performance review for the 2021/22 year.

### 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 6.1 AR21/59974 Chief Executive Officer KPI's 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, 12 OCTOBER 2021 AT 11.30 A.M.**

**PRESENT:** Mayor Lynette Martin (OAM), 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

## **6 CONFIDENTIAL ITEMS**

### **6.1 CHIEF EXECUTIVE OFFICER KPI'S – REPORT NO. AR21/59974**

#### **COMMITTEE RESOLUTION**

Moved: Cr Christian Greco

Seconded: Cr Sonya Mezinec

#### **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 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 6.1 AR21/59974 Chief Executive Officer KPI's.

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:

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**CARRIED**

**COMMITTEE RESOLUTION**

Moved: Cr Christian Greco

Seconded: Cr Sonya Mezinac

1. That Chief Executive Officer Performance Review Committee Report No. AR21/59974 titled 'Chief Executive Officer KPI's' as presented on 12 October 2021 be noted.
2. That, having been agreed to by the Chief Executive Officer, Sarah Philpott, the Draft CEO Performance KPI's as attached to Report No. AR21/59974 be adopted for the 1<sup>st</sup> annual Chief Executive Officer performance review for the 2021/22 year.

**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 6.1 AR21/59974 Chief Executive Officer KPI's 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**

Sarah Philpott, Chief Executive Officer joined the meeting at 11:39 am.

**25.4 CHIEF EXECUTIVE OFFICER KPI'S – REPORT NO. AR21/59974**

**Meeting:** Chief Executive Officer Performance Review Committee  
**CM9 Reference:** AF12/36  
**Author:** Michael McCarthy, Manager Governance and Property  
**Authoriser:** Darren Barber, General Manager Shared Services

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. AR21/59974 titled 'Chief Executive Officer KPI's' as presented on 12 October 2021 be noted.
2. That, having been agreed to by the Chief Executive Officer, Sarah Philpott, the Draft CEO Performance KPI's as attached to Report No. AR21/59974 be adopted for the 1<sup>st</sup> annual Chief Executive Officer performance review for the 2021/22 year.



## BACKGROUND

The Chief Executive Officer, Sarah Philpott commenced employment on 15 June 2021 following a selection process.

A contractual provision for the Chief Executive Officers employment includes the preparation and agreement on Key Performance Indicators (KPI's).

## DISCUSSION

Having been engaged in the Chief Executive Officer position for three months Draft KPI's for the Chief Executive Officers performance have been prepared and informally presented to members of Council and the Chief Executive Officer Performance Review Committee.

The draft KPI's are attached to this report as **Attachment 1**.

To enable subsequent 6 month probation and 1<sup>st</sup> annual performance review it is appropriate that Council endorse the agreed KPI's.

It is important to note that any proposed change to the Draft (or agreed) KPI's must be agreed with the Chief Executive Officer before endorsement. Neither the Chief Executive Officer Performance Committee nor Council may unilaterally impose alternative KPI's or amend agreed KPI's other than through a formal review process that includes the Chief Executive Officer.

Upon adoption, the agreed KPI's shall form the basis for the upcoming 6 month probation and 1<sup>st</sup> annual performance review processes.

## CONCLUSION

Having reviewed the draft CEO Performance KPI's as prepared and presented by the Chief Executive Officer, Sarah Philpott , the Committee may now recommend their adoption to Council.

## ATTACHMENTS

1. Chief Executive Officer KPI's October 2021





Outcome areas	Key Result Area	KPIs (Measurements)
<p><b>Leadership, innovation and strategy</b> Provide inspirational leadership and strategy development to achieve the aspirations of council and the community.</p>	<p>Effective implementation of council's strategic plan</p> <p>Facilitate delivery of business plan priority projects on time and budget</p> <p>Effective leadership of the Executive team and the organisation</p> <p>Lead the development of an innovative and sustainable waste management and recycling industry</p>	<p>Provide 6 monthly updates on council's strategic plan</p> <p>Deliver business plan priority project milestones on time and budget.</p> <ul style="list-style-type: none"> <li>• Improve planning, design and delivery of capital works program</li> <li>• Progress Wulanda Recreation and Convention Centre in line with revised milestones and budget allocations</li> </ul> <p>Organisational feedback on leadership and communication from the organisation</p> <p>Progress service review for waste, recycling and re-use activities undertaken by Council by June 2022, and consider regional opportunities for waste</p>
<p><b>Growth, prosperity and community wellbeing</b> Lead initiatives that contribute to the wellbeing of the community and the growth, prosperity and reputation of Mount Gambier as a destination to visit, live and relocate.</p>	<p>Continue to implement initiatives in council's city growth strategy</p> <p>Continue to implement community based activities that strengthen connection, health and wellbeing</p>	<p>Undertake a review of council's tourism and visitor information services by June 2022</p> <p>Ensure development of an "Investment Attraction Strategy" and Advocacy plan/approach</p> <p>Progress work towards Crater Lakes Activation and opportunities provided by co-dedication of Blue Lake land parcel.</p> <p>Progress the Open Space Strategy to ensure a 30 year vision for open space as a key feature of community and recreational development by 30 June 2022</p> <p>Optimise culture, arts community programs and events activation across the City</p>



<p><b>Financial, governance and risk management</b> Lead the management and implementation of appropriate frameworks, systems and procedures to identify, assess and address risks</p>	<p>Deliver improvements in risk management frameworks and processes</p> <p>Manage the City's finances to maintain and improve the City's financial sustainability</p> <p>Effective management of city's capital assets</p>	<p>Progress reviews of risk management framework and business continuity plans</p> <p>Deliver a high-quality annual budget process in line with the LTFP, in collaboration with council through until June 2022</p> <p>Mature our Asset Management frameworks and approaches</p>
<p><b>Organisational performance</b> Build capability, capacity and resilience and align culture and behaviour to the vision and expectations of council and the community</p>	<p>Develop and implement a strategy to improve organisational culture</p> <p>Implement an organisation-wide accountability framework, with KPIs defined and monitored for each business area.</p> <p>Maintain and build positive and effective relationships with council and administration</p>	<p>Adopt and embed the new employee vision and values</p> <p>Review the organisational structure as needed to align with strategic priorities</p> <p>Improve frequency of project and management reporting on organisational performance to Council</p> <p>Provision of timely and accurate information to enable the Mayor and Elected Members to fulfil their obligations.</p> <p>Review committee structures and implement any changes to structures by January 2022</p> <p>Ensure Local Government reforms are implemented in line with changes to the Act and Regulations, and report implementation to Council 6 monthly</p> <p>Preparation for Caretaker period, election and induction for Councillors (July/August 2022?)</p>



<p><b>Relationship management</b></p>	<p>Develop effective relationships between Council, community and key stakeholders</p>	<p>Ensure City of Mount Gambier is represented regionally and within the sector in key initiatives and sector wide improvement opportunities</p> <p>Ensure regular communication with the community about Council's services, facilities and current issues</p> <p>Be visible in the community, with regular reporting back to Council on key stakeholder and community engagement</p>
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DRAFT



**MINUTES OF CITY OF MOUNT GAMBIER COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, 10 WATSON TERRACE, MOUNT  
GAMBIER  
ON TUESDAY, 19 OCTOBER 2021 AT 6.00 P.M.**

**PRESENT:** Mayor Lynette Martin (OAM), Cr Sonya Mezinec, Cr Kate Amoroso, Cr Max Bruins, Cr Christian Greco, Cr Paul Jenner, Cr Frank Morello, Cr Steven Perryman

**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
Media and Communications Coordinator	- Ms S McLean
Executive Administrator Community Wellbeing	- Ms A Lavia

### 25.3 CONFIDENTIAL ITEMS OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE HELD ON 12 OCTOBER 2021

Chief Executive Officer, Mrs Sarah Philpott, declared a conflict of interest and left meeting.

### 25.4 CHIEF EXECUTIVE OFFICER KPI'S – REPORT NO. AR21/59974

#### RESOLUTION 2021/319

Moved: Cr Sonya Meziniec  
Seconded: Cr Paul Jenner

#### 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 S Philpott, B Cernovskis, D Barber, T Coote, G Davison, M McCarthy, S McLean and A Lavia be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 25.4 AR21/59974 Chief Executive Officer KPI's.

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 considered relates to the performance review measures for the Chief Executive Officer, the disclosure of which would be an unreasonable disclosure of personal information relating to the employment of the Chief Executive Officer, Sarah Philpott.

**CARRIED**

#### RESOLUTION 2021/320

Moved: Mayor Lynette Martin  
Seconded: Cr Christian Greco

1. That Chief Executive Officer Performance Review Committee Report No. AR21/59974 titled 'Chief Executive Officer KPI's' as presented on 12 October 2021 be noted.
2. That, having been agreed to by the Chief Executive Officer, Sarah Philpott, the Draft CEO Performance KPI's as attached to Report No. AR21/59974 be adopted for the 1<sup>st</sup> annual Chief Executive Officer performance review for the 2021/22 year.

**CARRIED**



**MOTION**

Moved: Cr Paul Jenner

Seconded: Cr Max Bruins

**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 6.1 AR21/59974 Chief Executive Officer KPI's 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*.