



MINUTES

of

CHIEF EXECUTIVE OFFICER REVIEW COMMITTEE MEETING

*Pursuant to the provisions of Section 84(1) of the
Local Government Act 1999*

HELD IN

**COMMITTEE ROOM
PLAYFORD CIVIC CENTRE
10 PLAYFORD BOULEVARD, ELIZABETH**

ON

**MONDAY, 8 AUGUST 2022
AT 5:30PM**

The meeting commenced at 5.31pm.

1 ATTENDANCE RECORD

1.1 Present

MAYOR GLENN DOCHERTY – PRESIDING MEMBER

Cr Marilyn Baker

Deputy Mayor Peter
Rentoulis (*from 5.37pm*)

Cr Dennis Ryan

Also in attendance for the meeting:

Chief Executive Officer
AM Consulting
Manager Governance

Mr Sam Green
Ms Allison Ashby
Ms Christie Russell

1.2 Apologies

Nil

1.3 Not Present

Nil

2 CONFIRMATION OF MINUTES**COMMITTEE RESOLUTION****5070****Moved: Cr Ryan****Seconded: Cr Baker**

The Minutes of the Chief Executive Officer Review Committee Meeting held 6 June 2022 be confirmed as a true and accurate record of proceedings.

CARRIED**3 DECLARATIONS OF INTEREST**

Nil

4 DEPUTATION / REPRESENTATIONS

Nil

5 STAFF REPORTS

Matters to be considered by the Committee and referred to Council

Matters which cannot be delegated to a Committee or Staff

5.1 ENDORSEMENT OF CEO KEY PERFORMANCE INDICATORS (KPIS) FOR 2022/23

Responsible Executive Manager : Christie Russell

COMMITTEE RECOMMENDATION**5071****Moved: Cr Baker****Seconded: Cr Ryan**

Council endorse the proposed Chief Executive Officer's (CEO's) Key Performance Indicators for the annual performance review cycle 2022/23 (Attachment 1).

CARRIED

7 INFORMAL ACTIONS

Nil

8 CONFIDENTIAL MATTERS**8.1 CEO PERFORMANCE ASSESSEMENT 2021/2022**

Responsible Executive Manager : Christie Russell

A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE**COMMITTEE RESOLUTION****5072****Moved: Cr Baker****Seconded: Cr Ryan**

Pursuant to Section 90 (2) of the Local Government Act 1999 an order is made that the public be excluded from attendance at the meeting, with the exception of:

- Chief Executive Officer;
- AM Consulting – Ms Allison Ashby;
- Acting Manager Governance;
- Minute Taker;

in order to consider in confidence agenda item 8.1 under Section 90 (3) (a) of the Local Government Act 1999 on the basis that:

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

This matter is confidential as it pertains to the personal affairs of the CEO.

On the basis of this information, the principle that meetings should be conducted in a place open to the public has been outweighed in this instance; Committee consider it necessary to consider this matter in confidence.

CARRIED

The meeting moved into confidence at 5:32pm

C. PROCEDURAL DECISION - COMMITTEE TO DECIDE HOW LONG ITEM 8.1 IS TO BE KEPT IN CONFIDENCE

COMMITTEE RESOLUTION

5074

Moved: Cr Baker

Seconded: Cr Ryan

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90 (3) (a) of the Local Government Act 1999:

- Report for Item 8.1
- Attachment(s) for Item 8.1
- Minutes for Item 8.1

Duration of Order:

This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the Local Government Act 1999.

CARRIED

The meeting reopened to the public at 5.43pm

Cr Baker left the meeting at 5.43pm

Cr Baker returned to the meeting at 5.44pm

8.2 CEO ANNUAL REMUNERATION AND POSITION DESCRIPTION REVIEW 2022

Responsible Executive Manager : Christie Russell

A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE

COMMITTEE RESOLUTION

5075

Moved: Cr Rentoulis

Seconded: Cr Ryan

Pursuant to Section 90 (2) of the Local Government Act 1999 an order is made that the public be excluded from attendance at the meeting, with the exception of:

- Chief Executive Officer;
- AM Consulting – Ms Allison Ashby;
- Acting Manager Governance
- Minute Taker;

in order to consider in confidence agenda item 8.2 under Section 90 (3) (a) of the Local Government Act 1999 on the basis that:

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

This matter is confidential as it pertains to the personal details of the CEO.

On the basis of this information, the principle that meetings should be conducted in a place open to the public has been outweighed in this instance; Committee consider it necessary to consider this matter in confidence.

CARRIED

The meeting moved into confidence at 5.44pm

C. PROCEDURAL DECISION - COMMITTEE TO DECIDE HOW LONG ITEM 8.2 IS TO BE KEPT IN CONFIDENCE

COMMITTEE RESOLUTION

5077

Moved: Cr Rentoulis

Seconded: Cr Ryan

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the following aspects of Item 8.2 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90 (3) (a) of the Local Government Act 1999:

- Report for Item 8.2
- Attachment(s) for Item 8.2
- Minutes for Item 8.2

Duration of Order:

This order shall operate until Schedule 2 of the Employment Agreement has been amended (if required) in accordance with Section 91(9)(a) of the Local Government Act 1999.

CARRIED

The meeting reopened to the public at 6.05pm

The committee considered item 6.1:

6.1 CEO REVIEW COMMITTEE WORKPLAN – AUGUST 2022

Presenter: Ms Christie Russell, Acting Manager Governance

Outcome: The CEO Review Committee Workplan was presented and the committee noted the following:

- The November 2022 meeting will be held on 28th November not the 14th November. It was acknowledged the items on the workplan did not constitute a designated decision of the council during the Caretaker period therefore the November meeting can continue.
- It was acknowledged a new item will be added to the November meeting to discuss the CEO Review Consultancy services provided by AM Consulting, noting the Committee delegation in the Committee Charter as follows: *4.1.4 Engage an appropriate consultant to assist with the annual performance appraisal and remuneration review process subject to approved budget.*

9 CLOSURE

The meeting closed at 6.10pm.