



## **MINUTES**

of

### **CEO PERFORMANCE REVIEW COMMITTEE MEETING**

held in

**WALKERVILLE CIVIC CENTRE  
COUNCIL CHAMBERS  
66 WALKERVILLE TERRACE GILBERTON**

on

**22 SEPTEMBER 2020 at 2.00PM**

**MINUTES**  
22 September 2020

*The meeting was declared open at 2.01pm*

**1. ATTENDANCE RECORD**

1.1 Present

Mayor Elizabeth Fricker  
Deputy Mayor Cr MaryLou Bishop  
Cr James Williams  
Cr Jennifer Joshi

In attendance

Vanessa Davidson, Council Secretariat

1.2 Apologies

1.3 Not Present / Leave of Absence

**2. CONFIRMATION OF MINUTES**

**Moved:** Cr Bishop  
**Seconded:** Cr Williams

**CEO10/20-21**

That the minutes of the CEO Performance Review Committee Meeting held on 31 August 2020 be confirmed as a true and accurate record of the proceedings.

**CARRIED**

**3. REPORTS REQUIRING DECISION OF COMMITTEE**

Nil.

**4. REPORTS PRESENTED FOR INFORMATION**

Nil.

**5. CONFIDENTIAL REPORTS**

5.1 CEO Performance Review Appointment of Consultant

**Moved:** Cr Joshi  
**Seconded:** Cr Bishop

**CEO11/20-21**

**Recommendation (Public)**

Pursuant to s90(3)(d) and s90(3)9d)

Pursuant to section 90(2) of the *Local Government Act 1999* the CEO Performance Review Committee orders that all members of the public, except the Council Secretariat, Vanessa Davidson, be excluded from attendance at the meeting for Agenda Item 5.1 CEO Performance Review - Appointment of Consultant.

The CEO Performance Review Committee is satisfied that:

1. Pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information as it contains pricing information relating to a tender process for professional services.
2. Pursuant to section 90(3)(k) of the Act, the information to be received, discussed or considered in relation to this Agenda Item are tenders for the provision of services to the Council and at this time the information relating to the tender process should not be made public.

In addition, the CEO Performance Review Committee has further considered that the information would on balance be contrary to the public interest because the disclosure of this information may result in a competitor receiving the information to the detriment of the proposed provider.

**CARRIED**

*The time 2.02pm being the meeting moved into confidence.*

**Moved:** Cr Bishop  
**Seconded:** Cr Williams

**CEO12/20-21**

That Standing Orders be suspended for a period of fifteen minutes in order for full consideration of the Request for Quotes received.

**CARRIED**

*The Presiding Member resumed standing Orders at 2.22pm*

**Recommendation (Confidential)**

**Moved:** Cr Joshi  
**Seconded:** Cr Bishop

**CEO13/20-21**

1. That the CEO Performance Review Committee, having considered the submissions received at the conclusion of the Request for Quotes process, requests Administration to facilitate interviews with the Committee and the following applicants:
  - RA Consulting
  - McArthur SA Pty Ltd
2. The Committee requests that the Council Secretariat, Vanessa Davidson, undertake three referee checks (using the questions appearing as Attachment C to this report) of the following applicants and provides the information to the Committee prior to the interview process:
  - RA Consulting
  - McArthur SA Pty Ptd.

**CARRIED**

## **Recommendation (Public)**

**Moved:** Cr Bishop

**Seconded:** Cr Joshi

### **CEO14/20-21**

Pursuant to s.91(7)

That having considered Agenda Item 5.1 CEO Performance Review – Appointment of Consultant in confidence under section 90(2), 90(3)(d) and 90(3)(k) of the *Local Government Act 1999*, the CEO Performance Review Committee, pursuant to section 91(7) of that Act recommends to Council that:

1. The Report, Minutes and Attachments A and B relevant to this Agenda Item be retained in confidence.
2. The Report, Minutes and Attachment A be released once the matter the matter has been finalised.
3. That Attachment B be retained in confidence for a period of 5 years as the Attachment relates to tenders for the provision of services to the Council and at this time the information relating to the tender process should not be made public.

That the CEO Performance Review Committee resolves to end its confidential deliberations pursuant to Section 90(2) of the *Local Government Act 1999* and re-admit the public

**CARRIED**

*The time 2.24 being the meeting moved out of confidence.*

## **6. CLOSURE**

*The time being 2.24pm the meeting was closed.*