



MINUTES

Of

CEO PERFORMANCE REVIEW COMMITTEE

held in the

**WALKERVILLE CIVIC CENTRE
COUNCIL CHAMBER**

66 WALKERVILLE TERRACE GILBERTON

on

WEDNESDAY 19 FEBRUARY 2020 AT 4 PM

RELEASED

MINUTES
19 February 2020

The meeting was declared open at 4.02pm

1. ATTENDANCE RECORD

- 1.1 Present
Mayor Elizabeth Fricker
Deputy Mayor Cr MaryLou Bishop
Cr James Williams
Cr Jennifer Joshi

1.2 In Attendance

Vanessa Davidson, Council Secretariat

1.3 Apologies / Leave of Absence

Nil.

2. CONFIRMATION OF MINUTES

Moved: Cr Joshi
Seconded: Cr Williams

That the minutes of the previous meeting held on 28 November 2019 be confirmed as a true and accurate record of the proceedings.

CARRIED

3. REPORTS REQUIRING DECISION

Nil.

4. REPORTS PRESENTED FOR INFORMATION

Nil.

5. CONFIDENTIAL REPORTS

- 5.1 CEO Performance Review Appointment of Consultant

Moved: Cr Joshi
Seconded: Cr Bishop

CEO13/19-20

Recommendation Public

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 being 4.04pm the meeting moved into confidence

Recommendation (Confidential)

Moved: Cr Joshi

Seconded: Cr Bishop

CEO14/19-20

The CEO Performance Review Committee requests that the Administration conduct two (metropolitan) referee checks on Richard Altman Consulting and McArthur asking the following questions:

- Were the required timeframes met?
- How did the consultant relate to the CEO Performance Review Committee and the Council?
- Did the consultant use 'face to face' communication during the process?
- What part of the process were you most / least satisfied / impressed with?
- Were there any variances in the costs initially quoted?
- What was the term of the consultants engagement? Would you hire them again?
- Please describe the quality of their work including reports to Council.

And

The Administration invites Richard Altman Consulting and McArthur to attend an interview with the Committee.

CARRIED

Recommendation (Public)

Moved: Cr Joshi
Seconded: Cr Williams

CEO15/19-20

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 being 4.20pm the meeting was reopened to the public.

7. CLOSURE

The meeting was closed at 4.20pm