



# **MINUTES**

of

## **CEO PERFORMANCE REVIEW COMMITTEE MEETING**

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

Held at

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

On

**23 August 2021 at 9:06am**

## MINUTES

23 August 2021

*The meeting was declared open at 9:06am*

### 1. ATTENDANCE RECORD

#### 1.1 Present

Mayor Elizabeth Fricker  
Cr James Williams  
Deputy Mayor, Cr Robert Ashby AM

#### In Attendance

Richard Altman, RA Consulting  
Council Secretariat, Danielle Edwards (absent 9:09am-9:10am)

#### 1.2 Apologies

Cr Jennifer Joshi

#### 1.3 Not Present / Leave of Absence

Nil.

The Mayor welcomed the Strategic HR and Management Consultant Richard Altman.

### 2. CONFIRMATION OF MINUTES

**Moved:** Cr Williams  
**Seconded:** Cr Ashby

#### **CEO04/21-22**

That the minutes of the CEO Performance Review Committee Meeting held on 9 July 2021 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 2020/21 Performance Review Report

**Moved:** Cr Williams

**Seconded:** Cr Ashby

#### **CEO05/21-22**

##### **Recommendation (Public)**

Pursuant to s90(3)(a)

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 CEO Performance Review Committee's Consultant, Richard Altman and the Council Secretariat, Danielle Edwards be excluded from attendance at the meeting for Agenda Item 5.1 CEO 2020/21 Performance Review Report.

The CEO 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 this Agenda Item 5.1 is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of the Chief Executive Officer, in that details of her performance review will be discussed, which are sensitive and are details only known to those who have participated in the review process.

The CEO 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 as the matter relates to details of the Chief Executive Officer's performance and remuneration.

**CARRIED**

*The time being 9:08am the meeting moved into confidence.*

**Moved:** Cr Williams

**Seconded:** Cr Ashby

#### **CEO06/21-22**

##### **Recommendation (Confidential)**

1. That the CEO 2020/21 Performance Review Report and recommendations contained in the report (Attachment A) be received and noted by the CEO Performance Review Committee.
2. That the CEO Performance Review Committee develop a recommendation for Council for the remuneration of the CEO to be increase by 3%, with the increase to be effective from 1 July 2021.

**CARRIED**

**Moved:** Cr Williams  
**Seconded:** Cr Ashby

**CEO07/21-22**

**Recommendation (Confidential)**

That the committee recommend to Council that contract negotiations commence with the CEO and that the new contract be for a period of four years commencing 1 January 2022.

**CARRIED**

**Moved:** Cr Ashby  
**Seconded:** Cr Williams

**CEO08/21-22**

**Recommendation (Public)**

Pursuant to s.91(7)

That having considered Agenda Item 5.1 CEO 2019/ 2020 Performance Review in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the CEO Performance Review Committee, pursuant to section 91(7) of that Act orders that the report and minutes be retained in confidence until the Performance Review process has been completed and that the report marked as Attachment A be retained in confidence for a period of 3 years.

And that the CEO Performance Review Committee resolves to end its confidential deliberations pursuant to section 90(2) of the *Local Government Act 1999* re admit the public.

**CARRIED**

*The time being 9:57am the meeting moved out of confidence.*

**6. CLOSURE**

*That the next meeting of the committee will be held on Monday 27 September 9:30am at the Town of Walkerville Chamber.*

*The meeting was declared closed at 10:00am.*