

**4 CONFIDENTIAL ITEMS****4.1 CHIEF EXECUTIVE OFFICER REMUNERATION REVIEW**

204

**RECOMMENDATION**

That:

1. Pursuant to Section 90(2) & (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the Chief Executive Officer, Coordinator Executive Services and Coordinator Organisational Development be excluded from attendance at the meeting held on Monday 31 January 2022 for Agenda Item 4.1 Chief Executive Officer Remuneration Review;
2. The Council is satisfied that pursuant to section 90 (3) (a) of the Local Government Act 1999, the information to be received, discussed or considered in relation to the Agenda Item 4.1 Chief Executive Officer Remuneration Review is:  
  
information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).
3. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed by the need to discuss this Agenda Item 4.1 in confidence.

**MOVED COUNCILLOR TREVOR HANCOCK  
SECONDED COUNCILLOR ANDREW GRIEGER**

That:

1. Pursuant to Section 90(2) & (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the Coordinator Executive Services and Coordinator Organisational Development be excluded from attendance at the meeting held on Monday 31 January 2022 for Agenda Item 4.1 Chief Executive Officer Remuneration Review;
2. The Council is satisfied that pursuant to section 90 (3) (a) of the Local Government Act 1999, the information to be received, discussed or considered in relation to the Agenda Item 4.1 Chief Executive Officer Remuneration Review is:  
  
information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).
3. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed by the need to discuss this Agenda Item 4.1 in confidence.

**CARRIED.**

**4.1 CHIEF EXECUTIVE OFFICER REMUNERATION REVIEW****Responsible officer: Jeffrey Nickolls, Mayor**

**Attachments:** 1. **Extract Ordinary Council Meeting Minutes Confidential Item 18.5 Minutes of the Confidential Chief Executive Officer Performance Review Panel Wednesday 5 January 2022**

<b>Section under the Act</b>	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 90(2) & (3) of the <i>Local Government Act 1999</i> .
<b>Sub-clause and Reason:</b>	(a) - information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

**Executive Summary**

Council should resolve the CEO remuneration review.

The Mayor with approval of two-thirds of the members present suspended the meeting procedures pursuant to regulation 20(1) of the Local Government (Procedures at Meetings) Regulations 2013, for a period of 15 minutes to facilitate informal discussion in relation to the Chief Executive Officer's remuneration review at 6.40 pm.

Meeting procedures resumed at 6.55 pm.

**RECOMMENDATION**

That Council approves a \$10,000 increase to the cash component of the CEO's employment package.

**MOVED COUNCILLOR PAUL IRELAND**

**SECONDED COUNCILLOR MICK SPARNON**

That Council approves a \$10,000 increase to the cash component of the CEO's employment package.

**CARRIED.**

Cr Mick Sparnon with leave of the meeting, pursuant to regulation 15 (3) of the Local Government (Procedures at Meetings) Regulations 2013 made a personal explanation ;

'I Cr Mick Sparnon support the \$10,000 increase of the cash component of the Chief Executive Officer's employment package. I do this in good faith to maintain the integrity of Council.'

### Context

Council considered the Minutes of the Chief Executive Officer Performance Review Panel of Wednesday 5 January 2022 at its ordinary Council meeting on 19 January 2022.

Six elected members attended the 19 January 2022 Council meeting with Cr Sparnon being an apology for the meeting. A motion moved by Cr Ireland and seconded by Cr Boseley *That Council approves a \$10,000 increase to the cash component of the CEO's employment package* was voted on and the outcome was a tied vote.

### Issues


Council has a contract of employment with the CEO which requires Council to complete a remuneration review within one month of completion of the CEO performance review. Council completed the CEO performance review on 20 October 2021 when it resolved as follows:

*That Council notes the following CEO Performance Review Panel resolution and endorses the CEO's performance as satisfactory for the period of 1 July 2020 – 30 June 2021.*

The CEO has applied to the South Australian Employment Tribunal to have contract matters relating to the CEO remuneration review considered.

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**18.5 MINUTES OF THE CONFIDENTIAL CEO PERFORMANCE REVIEW PANEL WEDNESDAY 5 JANUARY 2022****Responsible Officer:** Katrina Bell, Coordinator Organisational Development**Attachments:** 1. Confidential Minutes of the CEO Performance Review Panel meeting 5 January 2022 

The Mayor with approval of two-thirds of the members present suspended the meeting procedures pursuant to regulation 20(1) of the Local Government (Procedures at Meetings) Regulations 2013, for a period of 5 minutes to facilitate informal discussion in relation to Minutes of the CEO performance review panel Wednesday 5 January 2022 at 8.19pm

Meeting procedures resumed at 8.22pm

**RECOMMENDATION 1**

That Council accepts the Confidential minutes of the CEO Performance Review Panel meeting held Wednesday 5 January 2022 as read and received.

**MOVED COUNCILLOR REBECCA BOSELEY****SECONDED COUNCILLOR PAUL IRELAND**

That Council accepts the Confidential minutes of the CEO Performance Review Panel meeting held Wednesday 5 January 2022 as read and received.

**CARRIED.****RECOMMENDATION 2**

That Council appoints Cr Paul Ireland as Chairperson of the CEO Performance Review Panel until November 2022.

*Item 6.1 Appointment of Chairperson*

That Council appoint Cr Paul Ireland as Chairperson of the CEO Performance Review Panel until November 2022.

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Ordinary Council Meeting Minutes

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**MOVED COUNCILLOR REBECCA BOSELEY  
SECONDED COUNCILLOR NEVILLE PFEIFFER**

That Council appoints Cr Paul Ireland as Chairperson of the CEO Performance Review Panel until November 2022.

*Item 6.1 Appointment of Chairperson*

That Council appoint Cr Paul Ireland as Chairperson of the CEO Performance Review Panel until November 2022.

**CARRIED.**

**RECOMMENDATION 3**

That Council approves a \$10,000 increase to the cash component of the CEO's employment package.

*Item 7.1 Remuneration Review Discussion*

That the CEO is offered a \$10,000 dollar increase to the cash component of the total employment package.

**MOVED COUNCILLOR PAUL IRELAND  
SECONDED COUNCILLOR REBECCA BOSELEY**

The Mayor with approval of two-thirds of the members present suspended the meeting procedures pursuant to regulation 20(1) of the Local Government (Procedures at Meetings) Regulations 2013, for a period of 5 minutes to facilitate informal discussion in relation to CEO remuneration at 8.29pm

Meeting procedures resumed at 8.32pm

That Council approves a \$10,000 increase to the cash component of the CEO's employment package.

*Item 7.1 Remuneration Review Discussion*

That the CEO is offered a \$10,000 dollar increase to the cash component of the total employment package.

**TIED VOTE.**

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Item 18.5

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# CONFIDENTIAL CEO Performance Review Panel Minutes

Wednesday, 5 January 2022

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**1 MEETING OPENING**

The Chairperson, Cr Paul Ireland opened the meeting at 2.15pm and welcomed those in attendance by reading the acknowledgment of country.

Southern Mallee District Council acknowledges the Ngarkat people as the traditional custodians of the land on which we meet and work. We respect their culture and we extend that respect to other Aboriginal and Torres Strait Islander people.

**PRESENT:**

Cr Paul Ireland (Deputy Mayor)  
Cr Rebecca Boseley  
Cr Jeffrey Nickolls (Mayor)

**IN ATTENDANCE:**

Katrina Bell (Coordinator Organisational Development)

**2 APOLOGIES**

Nil

**3 DECLARATIONS OF CONFLICT OF INTEREST**

*In line with Section 74 of the Local Government Act, 1999*

- (1) A member of a Council who has an interest in a matter before the Council must disclose the interest to the Council.*
- (2) A member in making a disclosure under subsection (1) must provide full and accurate details of the relevant interest.*
- (3) A disclosure made under subsection (1) must be recorded in the minutes of the Council (including details of the relevant interest).*

**Members to advise of any conflict of interest declarations.**

**4 CONFIRMATION OF MINUTES****RECOMMENDATION**

That the minutes of the CEO Performance Review Panel Meeting held Wednesday 3 November 2021 be taken as read and confirmed.

**COMMITTEE RESOLUTION**

**Moved:** Cr Jeffrey Nickolls

**Seconded:** Cr Rebecca Boseley

That the minutes of the CEO Performance Review Panel Meeting held Wednesday 3 November 2021 be taken as read and confirmed.

**CARRIED**

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**5 BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING**

Nil.

**6 REPORTS****6.1 APPOINTMENT OF CHAIRPERSON**

Responsible officer: Katrina Bell, Coordinator Organisational Development

Attachments: Nil

**Executive Summary**

The purpose of this report is for Council to appoint a Chairperson of the CEO Performance Review Panel

**RECOMMENDATION**

That Council appoint Cr \_\_\_\_\_ as Chairperson of the CEO Performance Review Panel until November 2022.

**COMMITTEE RESOLUTION**

Moved: Cr Rebecca Boseley

Seconded: Cr Jeffrey Nickolls

That Council appoint Cr Paul Ireland as Chairperson of the CEO Performance Review Panel until November 2022.

CARRIED

**Context**

As per the Terms of Reference Council are required to appoint a Chairperson of the CEO Performance Review Panel.

3.7 *The Council shall appoint the Chairperson of the Panel. The Chairperson's role is to*

- *liaise with the external consultant, Council staff or obtain legal advice, as required;*
- *ensure Elected Members are kept informed,*
- *oversee and facilitate the conduct of meetings in accordance with Act and the Local Government (Procedures at Meetings) Regulations 2013 (the Regulations), and*
- *ensure all Panel members have an opportunity to participate in discussions in an open and encouraging manner.*

*If the Chairperson is not present at the meeting, any other Elected Member appointed to the Panel shall be appointed Chairperson*

The Chairperson was not appointed at the November Council meeting, at the time of appointing the new panel members

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**Issues**

Council is required to appoint a Chairperson of the Panel, to ensure it is operating within the parameters of its Terms of Reference.

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Item 18.5 - Attachment 1

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**6 REPORTS****6.2 PERFORMANCE REVIEW OF THE CEO PERFORMANCE REVIEW PANEL**

Responsible officer: Katrina Bell, Coordinator Organisational Development

Attachments: 1. CEO Performance Review Panel Self-Assessment Results   
2. CEO Performance Review Panel Self-Assessment - All responses 

**Executive Summary**

The CEO Performance Review Panel Terms of Reference provide for a review of its own performance and self-assessment. The purpose of this report is to present the findings of the self-assessment survey completed by members of the CEO Performance Review Panel.

**RECOMMENDATION**

That CEO Performance Review Panel self-assessment survey results be received and noted.

**COMMITTEE RESOLUTION**

Moved: Cr Rebecca Boseley

Seconded: Cr Jeffrey Nickolls

That CEO Performance Review Panel self-assessment survey results be received and noted.

CARRIED

**Background**

The CEO Performance Review Panel was established, and Term of Reference adopted in Council's May 2020 meeting.

**Context**

The CEO Performance Review Panel's Term of Reference require that:

*14.8 At least once in its term, review its own performance to ensure it is operating at maximum effectiveness and recommend changes it considers necessary to the Council for approval.*

At the CEO Performance Review Panel meeting on 30 March 2021, the Panel resolved that:

*That the CEO Performance Review Panel will assess their own performance in September following the completion of the CEO's next review.*

This was the first self-assessment of this committee and was completed via an electronic survey that was distributed to members on 11 November 2021 and closed on 17 November 2021.

Questions in the self-assessment were designed to respond to the panel's key functions as outlined in the Terms of Reference in addition to seeking other feedback in relation to the general operations of the Panel. The aim is to ensure that the Panel is operating at maximum effectiveness

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and also provides an opportunity to recommend any changes to Council that are considered necessary.

A consolidated summary of the responses with comments (which are anonymous) has been included in attachment 1.

Overall, feedback was positive about the general performance of the committee and its members. The complete survey results with comments are included in attachment 2.

There appears to be some appetite for training to assist elected members to appropriately deal with employment matters and human resource processes and Council administration will explore what opportunities are available in this capacity.

**Policy and statutory implications**

Whilst there is no policy or statutory requirement, the completion of a self-assessment survey for the CEO Performance Review Panel, reviewing own performance is also part of the panel's terms of reference.

**Issues**

This was the first self-assessment completed by the CEO Performance Review Panel. The process was simple and effective.

The survey was sent out later than first anticipated, due the remuneration review process not being completed until early November 2021.

**Alternate options**

Regular annual reviews and self-assessment are considered good practice and complies with the Strategic Management Plan – Goal 4 Organisational: Effective Governance and organisational efficiencies.

The CEO Performance Review Panel should consider known and transparent self-assessment rather than anonymous self-assessment. Given that the Panel is a small group of elected members, there is not much gained through anonymity.

**Financial implications**

There are no direct financial implications with this report. Elected members were provided with mandatory finance training when elected however it has been suggested that members could ben

**Work Health and Safety and Risk implications**

There are no work, health and safety implications with this report.

**Consultation**

The Panel were consulted in the implementation and process followed in the self-assessment.

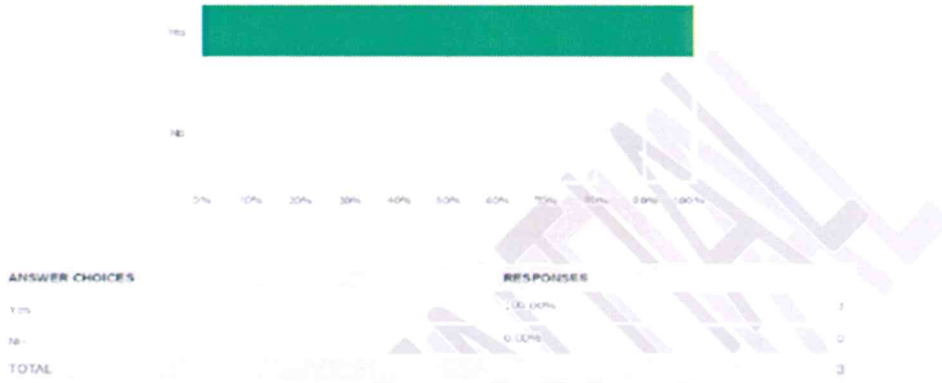
Item 6.2

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CEO Performance Review Panel Self-Assessment

Q1 Do you feel that the Terms of Reference accurately reflect the functions and objectives of the Panel? If no, do you have any suggested changes?

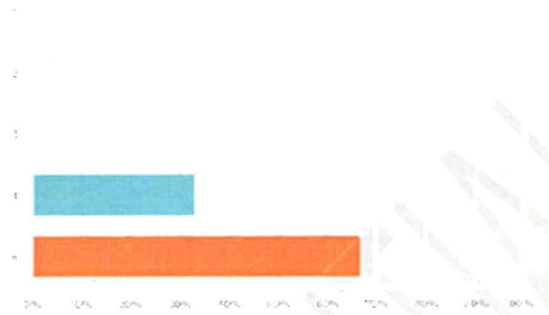
Answered: 1 / Skipped: 0



CEO Performance Review Panel Self-Assessment

Q2 Does the Panel work constructively as a team? Do you have any suggestions for improvements?

Unanswered: 1 (100%)



ANSWER CHOICES

- 1
- 2
- 3
- 4
- 5
- TOTAL

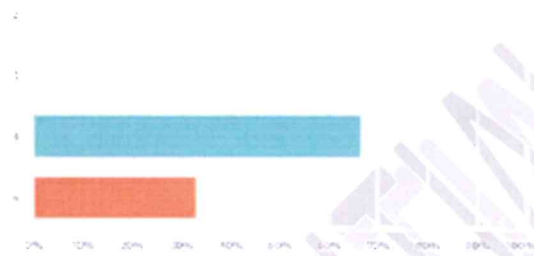
RESPONSES

0	0.00%	0
1	0.00%	0
2	0.00%	0
3	15.33%	1
4	66.67%	4
TOTAL		5

CEO Performance Review Panel Self-Assessment

Q3 How do you rate the performance of the Chairperson in preparing for and conducting the meetings? Please provide comments

ANSWERED: 1 / 54 (2%)



ANSWER CHOICES

- 1
- 2
- 3
- 4
- 5
- TOTAL

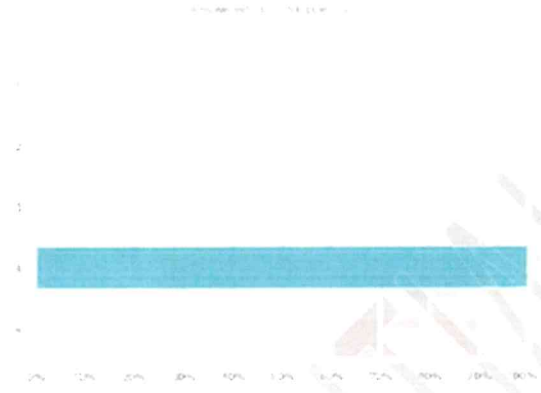
RESPONSES

1	0.00%	0
2	0.00%	0
3	0.00%	0
4	66.67%	2
5	33.33%	1
TOTAL		3

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CEO Performance Review Panel Self-Assessment

Q4 How do you rate the performance of the other Panel members in fulfilling their role on the Panel? Please provide comments.



ANSWER CHOICES

- 1
- 2
- 3
- 4
- 5
- TOTAL

RESPONSES

- 0.00%
- 0.00%
- 0.00%
- 40.00%
- 60.00%
- 3

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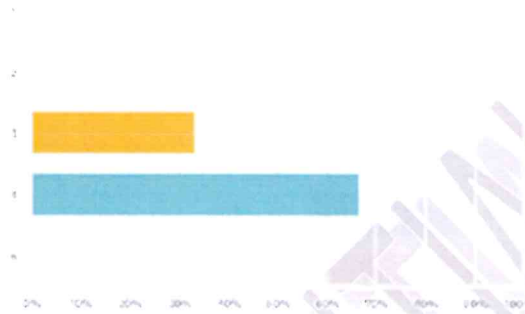
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CEO Performance Review Panel Self-Assessment

Q5 How do you rate your performance as a member of the Panel? Please provide comments.

Answered: 1 / Skipped: 0



ANSWER CHOICES

- 1
- 2
- 3
- 4
- 5
- TOTAL

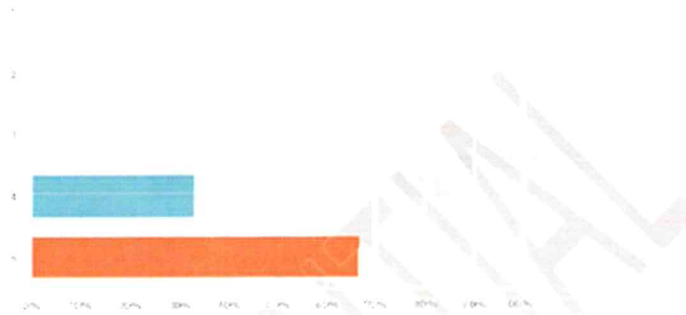
RESPONSES

1	0.00%	0
2	0.00%	0
3	33.33%	1
4	66.67%	2
5	0.00%	0
TOTAL		3

CEO Performance Review Panel Self-Assessment

Q6 Have the meeting arrangements effectively met the needs of the Panel to provide an open, but structured forum to deal with matters relating to the CEO's employment?

ANSWERED: 1 / 14 (7%)



ANSWER CHOICES

- 1
- 2
- 3
- 4
- 5
- TOTAL

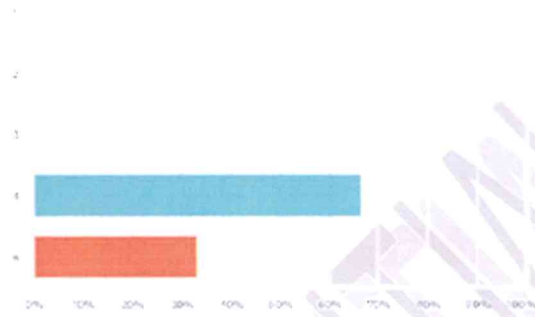
RESPONSES

1	0.00%	0
2	0.00%	0
3	0.00%	0
4	66.67%	1
5	33.33%	2
TOTAL		3

CEO Performance Review Panel Self-Assessment

Q7 Do you feel that the Panel has effectively supported the CEO in his employment?

ANSWER CHOICES



ANSWER CHOICES

- 1
- 2
- 3
- 4
- 5
- TOTAL

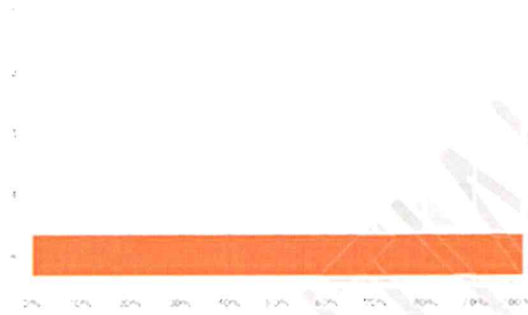
RESPONSES

Choice	Percentage	Count
1	0.00%	0
2	0.00%	0
3	0.00%	0
4	66.67%	2
5	33.33%	1
TOTAL		3

CEO Performance Review Panel Self-Assessment

Q8 Do you feel that the Panel has provided sound guidance and direction to Council regarding the CEO's employment?

ANSWERED: 1 (100%)



ANSWER CHOICES

- 1
- 2
- 3
- 4
- 5
- TOTAL

RESPONSES

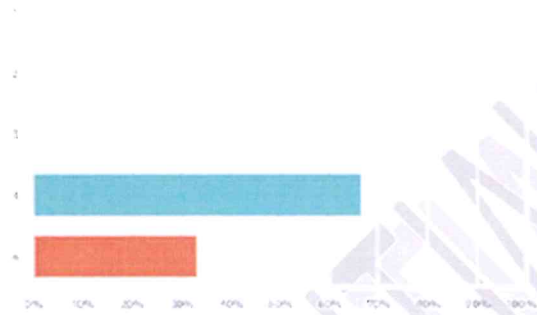
0 (0%)	0
0 (0%)	0
0 (0%)	0
0 (100%)	1
0 (0%)	0
0 (0%)	0
TOTAL	1

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CEO Performance Review Panel Self-Assessment

Q9 Is the Panel effective in monitoring the relationship with the CEO and Elected Members? Please provide comments.

Answered: 3 / Skipped: 1



ANSWER CHOICES

- 1
- 2
- 3
- 4
- 5
- TOTAL

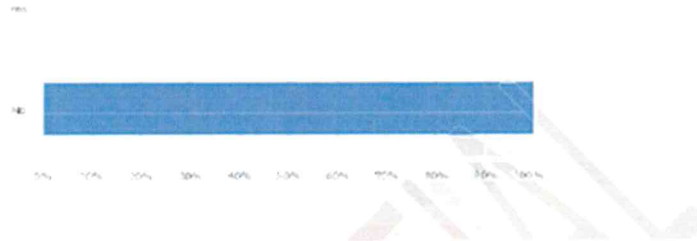
RESPONSES

1	0.00%	0
2	0.00%	0
3	0.00%	0
4	66.67%	2
5	33.33%	1
TOTAL		3

CEO Performance Review Panel Self-Assessment

Q10 Do you have any suggestions for improving any aspect of the Panel's performance, role or functions?

Enclosed in the report



ANSWER CHOICES

Yes  
 No  
 TOTAL

RESPONSES

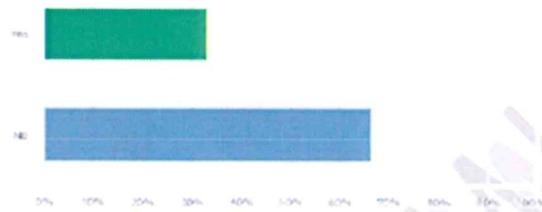
0.00% 0  
 100.00% 3  
 3

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CEO Performance Review Panel Self-Assessment

Q11 Is there any training or additional support you feel could be provided to assist you in your role as a Panel member?

Answered: 2 / Skipped: 0



ANSWER CHOICES

Yes

No

TOTAL

RESPONSES

22.22%

77.78%

1

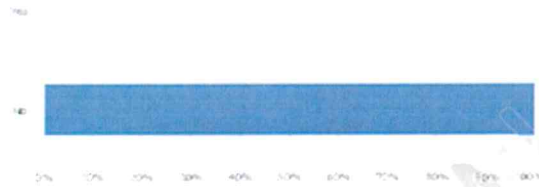
2

3

CEO Performance Review Panel Self-Assessment

Q12 Do you have any further comments that you would like to make?

Included: 3 Skipped: 1



ANSWER CHOICES

Yes  
 No  
 TOTAL

RESPONSES

0 (0%)  
 1 (100%)  
 3

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CEO Performance Review Panel Self-Assessment

#1

COMPLETE

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 Last Modified: Thursday, November 11, 2021 2:02:21 PM  
 Time Spent: 00:07:55  
 IP Address: 1.124.107.77

Page 1: Annual Self-Assessment of Panel Performance - Survey of Members

Q1	Yes
Do you feel that the Terms of Reference accurately reflect the functions and objectives of the Panel? If no, do you have any suggested changes?	4
Q2	4
Does the Panel work constructively as a team? Do you have any suggestions for improvements?	4
Q3	4
How do you rate the performance of the Chairperson in preparing for and conducting the meetings? Please provide comments.	4
Q4	4
How do you rate the performance of the other Panel members in fulfilling their role on the Panel? Please provide comments.	4
Q5	4
How do you rate your performance as a member of the Panel? Please provide comments.	4
Q6	4
Have the meeting arrangements effectively met the needs of the Panel to provide an open, but structured forum to deal with matters relating to the CEO's employment?	4

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5 January 2022

CEO Performance Review Panel Self-Assessment

<p><b>Q7</b> Do you feel that the Panel has effectively supported the CEO in his employment?</p>	<p>5 Comments Yes, after considering issues with our current 50% increase in remuneration and contract extensions.</p>
<p><b>Q8</b> Do you feel that the Panel has provided sound guidance and been open to views regarding the CEO's performance?</p>	<p>5 Comments The panel has been timely in its input into the CEO's performance and engaged to perform the CEO review. Better than the current and former method of having the process reviewed.</p>
<p><b>Q9</b> Is the Panel effective in monitoring the relationship with the CEO and elected Members? Please provide comments.</p>	<p>4 Comments Yes. Again we rely on the feedback from the relevant stakeholder which is a valid approach.</p>
<p><b>Q10</b> Do you have any suggestions for improving any aspect of the Panel's performance under its terms?</p>	<p>No</p>
<p><b>Q11</b> Is there any area where additional support you feel could be provided to assist you in your role as a Panel member?</p>	<p>No</p>
<p><b>Q12</b> Do you have any further comments that you would like to make?</p>	<p>No</p>

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CEO Performance Review Panel Self-Assessment

#2

COMPLETE

Collector: Web Link 1 (Web Link)  
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 Last Modified: Friday, November 12, 2021 3:38:46 PM  
 Time Spent: 00:03:27  
 IP Address: 15.32.97.101

Figure 1: Annual Self-Assessment of Panel Performance – Survey of Members

Q1	Yes
Do you feel that the Terms of Reference accurately reflect the functions and objectives of the Panel? If no, do you have any suggested changes?	
Q2	5
Does the Panel work constructively as a team? Do you have any suggestions for improvements?	
Q3	4
How do you rate the performance of the Chairperson in preparing for and conducting the meetings? Please provide comments.	
Q4	4
How do you rate the performance of the other Panel members in fulfilling their role on the Panel? Please provide comments.	
Q5	3
How do you rate your performance as a member of the Panel? Please provide comments.	
Q6	5
Have the meeting arrangements effectively met the needs of the Panel to provide an open, but structured forum to deal with matters relating to the CEO's employment?	

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CEO Performance Review Panel Self-Assessment

<p><b>Q7</b> Do you feel that the Panel has effectively supported the CEO in his employment?</p>	<p><b>4</b> Comments Whilst I was agreeable with the usage outcome, I believe we could have afforded more given the current Covid climate and higher expectations to meet timelines, etc.</p>
<p><b>Q8</b> Do you feel that the Panel has provided sound guidance and direction to Council regarding the CEO's employment?</p>	<p><b>5</b></p>
<p><b>Q9</b> Is the Panel effective in monitoring the relationship with the CEO and Elected Members? Please provide comments.</p>	<p><b>4</b></p>
<p><b>Q10</b> Do you have any suggestions for improving any aspect of the Panel's performance, role or functions?</p>	<p>no</p>
<p><b>Q11</b> Is there any training or additional support you feel could be provided to assist you in your role as a Panel member?</p>	<p>no</p>
<p><b>Q12</b> Do you have any further comments that you would like to make?</p>	<p>no</p>

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CEO Performance Review Panel Self-Assessment

#3

COMPLETE

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 Last Modified: Wednesday, November 17, 2021 5:34:03 PM  
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Page 1: Annual Self-Assessment of Panel Effectiveness - Survey of Members

- Q1  
Do you feel that the Terms of Reference accurately reflect the functions and objectives of the Panel? If no, do you have any suggested changes? Yes
- Q2  
Does the Panel work constructively as a team? Do you have any suggestions for improvements? 5  
Comments: Panel works well
- Q3  
How do you rate the performance of the Chairperson in preparing for and conducting the meetings? Please provide comments 5  
Comments: Paul does very well
- Q4  
How do you rate the performance of the other Panel members in fulfilling their role on the Panel? Please provide comments 4
- Q5  
How do you rate your performance as a member of the Panel? Please provide comments 4
- Q6  
Have the meeting arrangements effectively met the needs of the Panel to provide an open, but structured forum to deal with matters relating to the CEO's employment? 5
- Q7  
Do you feel that the Panel has effectively supported the CEO in his employment? 4

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Ordinary Council Meeting Minutes

19 January 2022

CEO Performance Review Panel Meeting Minutes

5 January 2022

CEO Performance Review Panel Self-Assessment

- Q8 5  
Do you feel that the Panel has provided sound guidance and direction to Council regarding the CEO's employment?
- Q9 5  
Is the Panel effective in monitoring the relationship with the CEO and Elected Members? Please provide comments.  
Comments:  
Panel has a great understanding of the situation
- Q10 no  
Do you have any suggestions for improving any aspect of the Panel's performance, role or functions?
- Q11 yes  
Is there any training or additional support you feel could be provided to assist you in your role as a Panel member?  
Comments:  
Can never be too much training
- Q12 no  
Do you have any further comments that you would like to make?

CONFIDENTIAL

**7 CONFIDENTIAL ITEMS****7.1 REMUNERATION REVIEW DISCUSSION****RECOMMENDATION**

That:

1. Pursuant to Section 90(2) & (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the Coordinator Organisational Development be excluded from attendance at the meeting held on Wednesday 5 January 2022 for Agenda Item 7.1 Remuneration Review Discussion;
2. The Council is satisfied that pursuant to section 90 (3) (a) of the Local Government Act 1999, the information to be received, discussed or considered in relation to the Agenda Item 7.1 Remuneration Review Discussion is:  
information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).
3. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed by the need to discuss this Agenda Item 7.1 in confidence.

**COMMITTEE RESOLUTION**

Moved: Cr Rebecca Boseley

Seconded: Cr Jeffrey Nickolls

That:

1. Pursuant to Section 90(2) & (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the Coordinator Organisational Development be excluded from attendance at the meeting held on Wednesday 5 January 2022 for Agenda Item 7.1 Remuneration Review Discussion;
2. The Council is satisfied that pursuant to section 90 (3) (a) of the Local Government Act 1999, the information to be received, discussed or considered in relation to the Agenda Item 7.1 Remuneration Review Discussion is:  
information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).
3. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed by the need to discuss this Agenda Item 7.1 in confidence.

CARRIED

CEO Performance Review Panel Meeting Minutes

5 January 2022

**7.1 REMUNERATION REVIEW DISCUSSION**

**Responsible officer:** Katrina Bell, Coordinator Organisational Development

**Attachments:** Nil

<b>Section under the Act</b>	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 90(2) & (3) of the <i>Local Government Act 1999</i> .
<b>Sub-clause and Reason:</b>	(a) - information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

**Executive summary**

The CEO Performance Review Panel will have a discussion regarding the CEO Remuneration Review.

**Discussion Summary**

The strong consensus of the panel members was that Council is obligated to base its decision on the CEO's remuneration review on the outcome of the performance review. Therefore the panel agreed that they still supported their original recommendation.

It was however, felt that the discussion of the CEO's contract term did need further consideration and was better had a later date when other factors could also be taken into consideration (e.g. if an application to complete an Australian Company Directors course is received).

The CEO's KPIs were revisited and, as per the resolution at Council's November meeting, the course is to be removed as a KPI and can be dealt as a separate item once an application has been received.

The CEO will be notified in writing of these decisions once an outcome on the remuneration has been finalised.

**COMMITTEE RESOLUTION**

**Moved:** Cr Rebecca Boseley

**Seconded:** Cr Jeffrey Nickolls

**Recommendation**

That the CEO is offered a \$10,000 dollar increase to the cash component of the total employment package.

CARRIED



**COMMITTEE RESOLUTION**

**Moved:** Cr Jeffrey Nickolls

**Seconded:** Cr Rebecca Boseley

**That a decision on the CEO's contact term is deferred to a future meeting of CEO Performance Review Panel.**

**CARRIED**

CONFIDENTIAL

**7 CONFIDENTIAL ITEMS****7.1 REMUNERATION REVIEW DISCUSSION****RECOMMENDATION**

That having considered agenda Item 7.1 in confidence under section 90 (2) and (3) (a) of the Local Government Act 1999, the Council pursuant to section 91 (7) of the Act orders that the documents considered by the Council, including the officer's report and all minutes be retained in confidence. This order is to be reviewed at or before the ordinary Council meeting to be held in January 2023, as to if this order is to continue in operation.

**COMMITTEE RECOMMENDATION**

**Moved:** Cr Rebecca Boseley

**Seconded:** Cr Paul Ireland

That having considered agenda Item 7.1 in confidence under section 90 (2) and (3) (a) of the Local Government Act 1999, the Council pursuant to section 91 (7) of the Act orders that the documents considered by the Council, including the officer's report and all minutes be retained in confidence. This order is to be reviewed at or before the ordinary Council meeting to be held in January 2023, as to if this order is to continue in operation.

**8 OTHER BUSINESS**

Nil.

**9 NEXT MEETING**

The next meeting date is to be advised

**10 CLOSURE**

There being no further business the Chairperson thanked those in attendance and closed the meeting at 2.58pm.

.....  
**Committee Chairperson**

Dated / / 2022

CONFIDENTIAL

**4 CONFIDENTIAL ITEMS****4.1 CHIEF EXECUTIVE OFFICER REMUNERATION REVIEW****RECOMMENDATION**

That having considered agenda Item 4.1 in confidence under section 90 (2) and (3) (a) of the Local Government Act 1999, the Council pursuant to section 91 (7) of the Act orders that the documents considered by the Council, including the officer's report and all minutes be retained in confidence. This order is to be reviewed at or before the ordinary Council meeting to be held in January 2023, as to if this order is to continue in operation.

**MOVED COUNCILLOR TREVOR HANCOCK  
SECONDED COUNCILLOR ANDREW GRIEGER**

That having considered agenda Item 4.1 in confidence under section 90 (2) and (3) (a) of the Local Government Act 1999, the Council pursuant to section 91 (7) of the Act orders that the documents considered by the Council, including the officer's report and all minutes be retained in confidence. This order is to be reviewed at or before the ordinary Council meeting to be held in January 2023, as to if this order is to continue in operation.

**CARRIED.**