

**Minutes of the Confidential Council Meeting held in the Council Chambers
situated at Railway Terrace North Lameroo on
Wednesday 9 January 2013**

The Mayor welcomed those in attendance and opened the meeting at 9.02 am

1 Attendance

Councillors Gordon Hancock [Mayor], Jeff Nickolls [Deputy Mayor], Barry Lukins, Neville Pfeiffer, Robert Sexton, Bruce Summerton, Brian Toogood and Alf Walker

Staff in Attendance

Sheryn Bennier [Chief Executive Officer's Personal Assistant and Minute Secretary]

2 Apologies

Councillor Allan Dunsford

3 Minutes

3.1 Cr Toogood moved Cr Lukins seconded the minutes of the Confidential Council Meeting held Wednesday 12 December 2012 be taken as read and confirmed and the Council shall adopt all recommendations contained within the minutes

Carried 1 / 0113

3.2 Cr Sexton moved Cr Summerton seconded the minutes of the Chief Executive Officer's Performance Review Committee meeting held Tuesday 8 January 2013 be received

Carried 2 / 0113

4 Chief Executive Officer's Probationary Review

4.1 CEO's Performance Measures

Cr Nickolls moved Cr Sexton seconded that the following performance measures are the agreed measures in the Chief Executive Officer's contract of employment

4.1.1 Council Strategic Plan

- 4.1.1.1 Demonstrate annual delivery of the agreed key Council priorities in the Strategic Plan

4.1.2 Financial Management

- 4.1.2.1 Develop each year's budget for consideration by Council in a timely manner
- 4.1.2.2 During the budget development process provide Council with information and advice that :
- Addresses the Council's goals
 - Provides the Council with options to improve its financial position
 - Demonstrates prudent management of the Council's resources
 - Outlines potential risks and consequences
- 4.1.2.3 Implement Budget outcomes
- 4.1.2.4 Provide simple, effective and regular reports to the Council on progress against the established budget throughout the financial year

4 Chief Executive Officer's Probationary Review

4.1 CEO's Performance Measures continued

4.1.3 Customer / Community Engagement

- 4.1.3.1 Create strategic alliances and partnerships with key stakeholder groups that have optimised the achievement of Council's goals and objectives
- 4.1.3.2 Build community satisfaction through Council communication and consultation
- 4.1.3.3 Develop a service request management system

4.1.4 Organisational and People Management

- 4.1.4.1 Fully implement the Local Government OH&S One System
- 4.1.4.2 Compliance with the Local Government Act
- 4.1.4.3 Develop an Asset Management Plan
- 4.1.4.4 Conduct internal audits and efficiency reviews of services and administrative functions
- 4.1.4.5 Project Management of Lameroo CWMS.
- 4.1.4.6 Transition Pinnaroo Industrial development to assist sole owner's use of land
- 4.1.4.7 Project Management leasing arrangements for Lameroo Lakeside Caravan Park

4 Chief Executive Officer's Probationary Review

4.1 CEO's Performance Measures continued

4.1.5 Governance & Reporting

- 4.1.5.1 Full compliance with the requirements of the Local Government Act associated with Council meetings
- 4.1.5.2 Elected Member satisfaction with the quality of advice and support on community issues and the timeliness of responses
- 4.1.5.3 Provide timely and accurate monthly reports to the Council on the delivery of the Strategic Plan and Council's finances and progress
- 4.1.5.4 Provide a quarterly report to Council outlining progress on the key performance indicators in the strategic plan and other agreed performance indicators

4.1.6 Core Values

- 4.1.6.1 Energising leadership
- 4.1.6.2 Team work
- 4.1.6.3 Continuous improvement
- 4.1.6.4 Recognition
- 4.1.6.5 Freedom of expression
- 4.1.6.6 Caring customer service
- 4.1.6.7 High staff satisfaction and rewarding development

Carried 3 / 0113

9.18 am Cr Lukins left the meeting

9.19 am Cr Lukins returned to the meeting

5 Other Business

Nil

6 Close

Cr Pfeiffer moved Cr Walker seconded that as set in the Local Government Act Section 91 [7], having considered this agenda item in confidence under Section 90 and Section 90 [3a], the Council orders that the item and the minutes relating to the matter be retained on a confidential basis until the 12th June 2013, and on this basis the public shall be invited to re-join the meeting at 9.35 am

Carried 4 / 0113

There being no further business the Mayor Cr Gordon Hancock thanked those in attendance and closed the confidential meeting at 9.35 am and the public were invited to re-join the meeting

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