Notice of CEO Performance and Remuneration Review Committee

Monday 30 July 2018

MEMBERSHIP

Mayor Kevin Knight (Presiding Member)
Cr Stuart Headland
Cr Lucas Jones
Cr Matthew Harbinson
Cr Mary Kasperski

NOTICE is given pursuant to Sections 87 and 88 of the Local Government Act 1999 that the next CEO PERFORMANCE AND REMUNERATION REVIEW COMMITTEE will be held in the Civic Centre, 571 Montague Road, Modbury on MONDAY 30 JULY 2018 commencing at 6.30pm

CEO Indication under section 87(10) of the Local Government Act 1999

Notice is hereby given in accordance with section 87(10) of the Local Government Act 1999 that the information and matters contained in the following documents, being documents related to the agenda item entitled Draft CEO Performance and Remuneration Review Outcomes 2017-2018 and dated 30 July 2018 may, if the CEO Performance and Remuneration Review Committee so determines, be considered in confidence under Part 3 of the Local Government Act 1999 under Section 90(2) and 90(3)(a) of the Local Government Act 1999:

1. To enable the CEO Performance and Remuneration Review Committee to consider the item in confidence on the basis it is necessary and appropriate to act in a meeting closed to the public in order to receive, discuss or consider in confidence information or matter relating to the item, the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of the Chief Executive Officer, in that details of his performance review should remain confidential to ensure the efficacy of the performance and remuneration review process and to ensure details regarding remuneration are not prematurely disclosed before the details of the matter has been discussed with the Chief Executive Officer and finalised by Council; and

2. Accordingly, on this basis, the principle that meetings of the CEO Performance and Remuneration Review Committee should be conducted in a place open to the public is outweighed by the need to keep the information or matter confidential.

A copy of the Agenda for the above meeting is supplied

ANDREA SARGENT
MANAGER GOVERNANCE & POLICY

Dated: 26 July 2018

Naturally Better
AGENDA

1. Opening and Welcome

   Acknowledgement of Country Statement - to be read out as arranged by the
   Presiding Member

2. Attendance Record:

   2.1 Present
   2.2 Apologies
   2.3 Record of Officers in Attendance
   2.4 Record of Number of Persons in the Public Gallery
   2.5 Record of Media in Attendance

3. Confirmation of Minutes to the Previous Meeting

   That the Minutes of the CEO Performance and Remuneration Review Committee held
   on 14 June 2018 be confirmed as a true and accurate record of proceedings.

4. Public Forum

   Available to the public to address the Committee on policy, strategic matters or items
   that are currently before the Committee. Total time 10 mins with maximum of 2 mins per
   speaker. For more information refer to Council's website www.teatreegully.sa.gov.au

5. Deputations - Nil

   Requests from the public to address the meeting must be received in writing prior to the
   meeting and approved by the Mayor. For more information refer to Council's website
   www.teatreegully.sa.gov.au

6. Presentations

   Requests to present to the meeting must be received in writing 5 days prior to the
   meeting and approved by the Mayor. For more information refer to Council's website
   www.teatreegully.sa.gov.au

   See Confidential Item 18.1 entitled Presentation - Draft CEO Performance and
   Remuneration Review Outcomes 2017-2018

7. Petitions - Nil
8. Declaration of Conflicts of Interest

Members are invited to declare any material, actual and/or perceived conflicts of interest in matters appearing before the Committee.

9. Motions Lying on the Table - Nil

10. Adjourned Business - Nil

11. Management Reports

   Office of the Chief Executive Officer - Nil

   Assets & Environment - Nil

   Organisational Services & Excellence - Nil

   Community & Cultural Development - Nil

12. Notice of Motions - Nil

13. Motions without Notice

14. Questions on Notice - Nil

15. Questions without Notice

16. Other Business

17. Status Report on Council and Committee Resolutions

   17.1 Status Report on CEO Performance and Remuneration Review Committee Resolutions ................................................................. 7

18. Section 90(2) Local Government Act 1999 – Confidential Items

   A record must be kept on the grounds that this decision is made.

   18.1 CONFIDENTIAL - Presentation - Draft CEO Performance and Remuneration Review Outcomes 2017-2018

   18.2 CONFIDENTIAL - Draft CEO Performance and Remuneration Review Outcomes 2017-2018 ................................................................. 11
19. Date of Next Meeting
   13 August 2018

20. Closure
**Status Report on CEO Performance and Remuneration Review Committee Resolutions 30 JULY 2018**

Note: This report is provided as information only. Actions relating to confidential minutes are not included in the Status Report.

### Pending Actions

**Nil**

### Completed Actions

<table>
<thead>
<tr>
<th>Minute No.</th>
<th>Meeting Date</th>
<th>Officer</th>
<th>Subject</th>
<th>Estimated Completion Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>31, 32</td>
<td>14/06/2018</td>
<td>Sargent, Andrea</td>
<td>Performance against CEO Key Performance Indicators 2017-2018</td>
<td>28/06/2018</td>
</tr>
<tr>
<td>D18/33207</td>
<td>19/07/2018 12:06:34 PM - Andrea Sargent</td>
<td>Action completed by: Strugnell, Kelli</td>
<td>CEO presented to the Committee. No further action required.</td>
<td>19/07/2018</td>
</tr>
</tbody>
</table>
City of Tea Tree Gully

CEO PERFORMANCE AND REMUNERATION REVIEW COMMITTEE

30 July 2018

Confidential Subject:  Presentation - Draft CEO Performance and Remuneration Review Outcomes 2017-2018 (D18/43202)

It is the recommendation of the Chief Executive Officer that the Presentation - Draft CEO Performance and Remuneration Review Outcomes 2017-2018 be received, discussed and considered in confidence. The CEO Performance and Remuneration Review Committee should determine whether it is necessary and appropriate for the matter to be discussed in confidence as provided for by the provisions of Sections 90 and 91 of the Local Government Act 1999 (with a recommendation provided as follows):

Recommendation for Moving into Camera

1. That pursuant to Section 90(2) of the Local Government Act, 1999 the CEO Performance and Remuneration Review Committee orders that the public and staff on duty with the exception of representatives from Hender Consulting, be excluded from the meeting to enable the Presentation - Draft CEO Performance and Remuneration Review Outcomes 2017-2018 and further discussion.

2. That the CEO Performance and Remuneration 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 item:
   - relates to 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 his performance review will be discussed, which are sensitive and are details that should only be known to those who have participated in the review process.

3. In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in the public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information. The Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances, on the basis that details of the CEO’s performance and remuneration may be prematurely disclosed before the details of the review have been discussed with the Chief Executive Officer or Council, and could therefore result in the release of inaccurate or misleading information.

[Note: It is anticipated that staff on duty will be attending the meeting for minute taking purposes only.]

Note: The meeting should pause to allow members of the public to leave the meeting room and the doors should be closed behind as the last person leaves. Discussion on the matter can then proceed. The meeting automatically moves out of confidentiality at the end of consideration of the matter, and the public should then be invited to attend the meeting.
City of Tea Tree Gully

CEO PERFORMANCE AND REMUNERATION REVIEW COMMITTEE

30 July 2018

Confidential Subject: Draft CEO Performance and Remuneration Review Outcomes 2017-2018 (D18/41703)

It is the recommendation of the Chief Executive Officer that the Draft CEO Performance and Remuneration Review Outcomes 2017-2018 be received, discussed and considered in confidence. The CEO Performance and Remuneration Review Committee should determine whether it is necessary and appropriate for the matter to be discussed in confidence as provided for by the provisions of Sections 90 and 91 of the Local Government Act 1999 (with a recommendation provided as follows):

Recommendation for Moving into Camera

1. That pursuant to Section 90(2) of the Local Government Act 1999 (“the Act”) the CEO Performance and Remuneration Review Committee orders that the public and staff on duty, with the exception of representatives from Hender Consulting, be excluded from the meeting to enable discussion on the CEO Performance and Remuneration Review Outcomes 2017-2018.

2. That the CEO Performance and Remuneration 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 item:

   o relates to 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 his performance review will be discussed, which are sensitive and are details that should only be known to those who have participated in the review process.

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