

**MINUTES  
OF THE CEO PERFORMANCE AND REMUNERATION REVIEW  
COMMITTEE MEETING OF THE CITY OF TEA TREE GULLY HELD ON  
MONDAY 6 SEPTEMBER 2021 AT 6.33 PM  
IN THE CIVIC CENTRE, 571 MONTAGUE ROAD, MODBURY**

**1. Opening and Welcome**

Cr Field read the Acknowledgement of Country Statement.

**2. Attendance Record:**

**2.1 Present**

Cr L Jones (*Presiding Member*), Crs B Rankine, P Field, L Petrie

**2.2 Apologies**

Nil

**2.3 Record of Officers in Attendance**

Ms I Cooper            Manager Governance & Policy

**Consultants from Hender Consulting**

Mr A Reed            General Manager

**2.4 Record of Number of Persons in the Public Gallery**

Nil

**2.5 Record of Media in Attendance**

Nil

**3. Confirmation of Minutes to the Previous Meeting**

Moved Cr Petrie, Seconded Cr Rankine

That the Minutes of the CEO Performance and Remuneration Review Committee held on 7 July 2021 be confirmed as a true and accurate record of proceedings.

**Carried Unanimously (22)**

4. **Public Forum** - Nil
5. **Deputations** - Nil
6. **Presentations** - Nil
7. **Petitions** - Nil
8. **Declaration of Conflicts of Interest** - Nil
9. **Adjourned Business** - Nil
10. **Motions Lying on the Table** - Nil
11. **Management Reports**

**Office of the Chief Executive Officer** - Nil

**Assets & Environment** - Nil

**Organisational Services & Excellence** - Nil

**Community & Cultural Development** - Nil

12. **Notice(s) of Motions** - Nil
13. **Motions without Notice** - Nil
14. **Questions on Notice** - Nil

**15. Questions without Notice - Nil**

**16. Information Reports**

The following Information reports were received at the meeting:

**16.1 Performance of the CEO Key Performance Indicators 2020-21 (D21/65150)**

**17. Status Report on Council and Committee Resolutions**

**17.1 Status Report on CEO Performance and Remuneration Review Committee Resolutions (D21/66896)**

The Committee received the Status Report on Committee Resolutions.

**18. Other Business - Nil**

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

**19.1. Draft CEO Performance and Remuneration Review Outcomes 2020-21 (D21/63337)**

**Recommendation for Moving into Camera**

Moved Cr Field, Seconded Cr Petrie

1. That pursuant to Section 90(2) of the Local Government Act 1999 the CEO Performance and Remuneration Review Committee orders that the public with the exception of representatives from Hender Consulting and staff on duty, be excluded from the meeting to enable discussion on the Draft CEO Performance and Remuneration Review Outcomes 2020-21.
2. That the CEO Performance and Remuneration Review Committee is satisfied that pursuant to section 90(3)(a) of the Act, the information 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 and remuneration review will be discussed, which are sensitive and are personal 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.

**Carried Unanimously (23)**

**The following staff members on duty remained at the meeting for the following item:**

Ms I Cooper

**19.1 Draft CEO Performance and Remuneration Review Outcomes 2020-21 (D21/63337)**

**Confidential Page Removed**

The Confidential Resolution No 24 has been withdrawn from the public minute record in accordance with Resolution No 25.

**Retention of confidential documents:**

Moved Cr Field, Seconded Cr Rankine

1. That having considered the agenda item titled Draft CEO Performance and Remuneration Review Outcomes 2020-21 and dated 06 September 2021 in confidence under section 90(2) & (3)(a) and Section 91(7) of the Local Government Act 1999:
  - 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 and remuneration may be prematurely disclosed before the details of the review have been discussed with the Chief Executive Officer and finalised by Council, and could therefore result in the untimely release of sensitive and or incomplete, inaccurate or misleading information.

the CEO Performance and Remuneration Review Committee pursuant to section 91(7) of the Act orders that the report and minutes relevant to this item be retained in confidence and not available for public inspection until:

- The Presiding Member of the CEO Performance and Remuneration Review Committee and CEO has signed any correspondence related to the CEO employment agreement and the Total Employment Cost package (and these signed documents have been provided to the CEO); or
- The CEO Performance and Remuneration Review Committee or Council resolves otherwise, whichever occurs first.

**Carried Unanimously (25)**

**20. Date of Next Meeting**

22 September 2021

The Presiding Member declared the meeting closed at 7.32 pm

Confirmed.....  
Presiding Member 22 September 2021