



**MINUTES OF CEO REVIEW COMMITTEE MEETING HELD IN COMMITTEE  
ROOMS, 12 JAMES STREET, SALISBURY ON**

**9 JULY 2019**

**MEMBERS PRESENT**

Mayor G Aldridge (Chairman)  
Cr J Woodman (Deputy Chairman)  
Cr C Buchanan  
Cr D Proleta

**OBSERVERS**

Andrew Reed, Hender Consulting (via telephone)

**STAFF**

Chief Executive Officer, Mr J Harry  
Manager People and Culture, Ms G Page

The meeting commenced at 6.33 pm.

The Chairman welcomed the members, staff and the gallery to the meeting.

**APOLOGIES**

An apology was received from Cr S Reardon.

**LEAVE OF ABSENCE**

Nil

**PRESENTATION OF MINUTES**

Moved Cr D Proleta  
Seconded Cr J Woodman

The Minutes of the CEO Review Committee Meeting held on 09 April  
2019, be taken and read as confirmed.

**CARRIED**

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## REPORTS

### Reports

#### 8.1.1 Future Reports for the CEO Review Committee

Moved Cr D Proleta  
Seconded Cr C Buchanan

1. The information be received.

**CARRIED**

#### 8.1.2 CEO Personal Evaluation System 2018/2019

Moved Cr C Buchanan  
Seconded Cr J Woodman

1. It be acknowledged that the CEO has, to the satisfaction of CEO Review Committee:
  - delivered the requirements of his position;
  - successfully achieved 2018/19 Key Performance Indicators;
  - for the eighth year achieved consistently positive results (in broad terms, performing in the “very good or above” category), in relation to the Performance Appraisal Survey; and as a result
  - achieved Rating 5 as a result of the assessment of CEO Performance according to the Personal Evaluation System.
2. The CEO Position Description as set out in Attachment 2 to this Report, remains unchanged.

**CARRIED**

*Mr John Harry, Chief Executive Officer left the meeting at 6.36 pm and did not return.*

#### 8.1.3 Annual Review of CEO Total Remuneration 2018/2019

Moved Cr C Buchanan  
Seconded Cr J Woodman

1. The Committee recognises the consistently high performance of the Chief Executive Officer and the performance rating for 2018/19 of Rating 5 (CEO’s performance exceeded expectations).
2. The Committee also recognises the Council and Community economic and social environment within which it operates, the low wage growth environment and CPI of 1.3%.
3. In accordance with Clause 13 of the Employment Agreement and the delegation of authority granted by Council to the CEO Review Committee, an amendment to the CEO Total Remuneration be made, with that amendment being 1.3% increase to apply from the 2019 anniversary of the CEO Commencement Date (effective 9 May 2019).

**CARRIED**

**CONFIDENTIAL ITEMS**

**8.2.1 CEO Employment Agreement**

*(Confidentiality lapsed 24/07/2019, pursuant to resolution 0237 of 22/07/2019)*

Moved Cr C Buchanan  
Seconded Cr D Proleta

1. *Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
  - *it relates to information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*
2. *In weighing up the factors related to disclosure,*
  - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
  - *Non-disclosure would protect information related to the employment terms of the Chief Executive Officer*

*On that basis the public's interest is best served by not disclosing the **CEO Employment Agreement** item and discussion at this point in time.*
3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

**CARRIED**

The meeting moved into confidence at 6.42 pm.

The meeting moved out of confidence at 6.55 pm.

**OTHER BUSINESS**

The Committee expressed the importance of a workshop being held with the Chief Executive Officer, Elected Members and the Manager People and Culture to set Key Performance Indicators for 2019/2020 and requested the Chief Executive Officer to schedule the workshop.

The meeting closed at 6.59 pm.

CHAIRMAN.....

DATE.....