



**MINUTES OF CEO REVIEW COMMITTEE MEETING HELD IN WITTBER &  
DR RUBY DAVY ROOMS, SALISBURY COMMUNITY HUB, 34 CHURCH STREET,  
SALISBURY ON**

**12 JULY 2021**

**MEMBERS PRESENT**

Mayor G Aldridge (Chairman)  
Deputy Mayor, Cr C Buchanan (Deputy Chairman) *(from 6.31 pm)*  
Cr D Proleta  
Cr S Reardon  
Cr J Woodman

**OBSERVERS**

Cr S Ouk  
Cr P Jensen  
Mr Andrew Reed, Hender Consulting

**STAFF**

Chief Executive Officer, Mr J Harry  
General Manager Business Excellence, Mr C Mansueto

The meeting commenced at 6:30 pm

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

**APOLOGIES**

Nil.

**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  
12 April 2021, be taken as read and confirmed.

**CARRIED**

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## REPORTS

### *Administration*

#### **9.0.1 Future Reports for the CEO Review Committee**

Moved Cr J Woodman  
Seconded Cr D Proleta

1. The information be received.

**CARRIED**

*The Chief Executive Officer, Mr J Harry left the meeting at 6.31 pm*

### *Reports*

#### **9.1.1 Annual Review of CEO Total Remuneration 2020/2021**

Moved Cr C Buchanan  
Seconded Cr J Woodman

1. 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 1.8% to apply from the 2021 anniversary of the CEO Commencement Date (effective 9 May 2021).

**CARRIED**

*The Chief Executive Officer, Mr J Harry returned to the meeting 6:41 pm*

#### **9.1.2 CEO Personal Evaluation System FY2020/2021**

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 of this matter will protect information concerning the personal affairs of the officer who is the subject of this report.

*On that basis the public's interest is best served by not disclosing the **CEO Personal Evaluation System FY2020/2021** 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

**9.1.2 CEO Personal Evaluation System FY2020/2021**

Moved Cr C Buchanan  
Seconded Cr S Reardon

1. It be acknowledged that the CEO has, to the satisfaction of CEO Review Committee:
  - delivered the requirements of his position;
  - successfully achieved 2020/21 Key Performance Indicators;
  - for the tenth year achieved consistently positive results (this year noting that the CEO continues to perform “extremely well” against the performance responsibilities, criteria and behaviours assessed), 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 Rating System.
2. The CEO Position Description as set out in Attachment 1 to this Report, remains unchanged.
3. Pursuant to Section 91(7) of the Local Government Act 1999, it is recommended that the discussion, the CEO Performance Appraisal Survey and the Performance Appraisal Report as referenced in this item (CEO Review 12/07/2021, Item No 9.1.2) will remain confidential and not available for public inspection until the conclusion of the Chief Executive Officer’s employment.
4. Pursuant to Section 91(9)(c) of the Local Government Act 1999, the power to revoke the order under Section 91(7)(a)&(b) prior to any review or as a result of any review is delegated to the Chief Executive Officer.

**CARRIED**

The meeting moved out of confidence at 6:51 pm

**OTHER BUSINESS**

Nil

The meeting closed at 6:52 pm.

CHAIRMAN.....  
DATE.....