



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

15 AUGUST 2023

MEMBERS PRESENT

Mayor G Aldridge (Chair)
Deputy Mayor, Cr C Buchanan (Deputy Chair)
Cr D Hood
Cr P Jensen

OBSERVERS

Mr Andrew Reed, Hender Consulting

STAFF

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

The meeting commenced at 6:30pm.

The Chairman welcomed the Elected Members, members of the public and staff to the meeting.

APOLOGIES

Apologies were received from Cr S Reardon.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr C Buchanan
Seconded Cr P Jensen

The Minutes of the CEO Review Committee Meeting held on 14 February 2023, be taken as read and confirmed.

CARRIED

REPORTS

9.1.1 CEO Personal Evaluation System FY2022/2023

Moved Cr C Buchanan
Seconded Cr P Jensen

1. It be acknowledged that the CEO has, to the satisfaction of CEO Review Committee:
 - delivered the requirements of his position;
 - successfully achieved 2022/23 Key Performance Indicators;
 - for the twelfth 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 5.68 out of 6 rating as a result of the assessment of CEO Performance according to the Personal Evaluation System.
 - achieved [Rating 5] as a result of the assessment of CEO Performance according to the Personal Evaluation System (refer Paragraph 1.2.9).
2. The CEO Position Description as set out in Attachment 1 to this Report (CEO Review Committee, 15 August 2023, item 9.1.1), remains unchanged.

CARRIED

9.1.2 Proposed CEO Key Performance Indicators 2023/2024

Moved Cr C Buchanan
Seconded Cr P Jensen

That Council:

1. Adopts the proposed 2023/24 CEO Key Performance Indicators with changes as requested to:
 - (a) Amend the Non-Rate Revenue to include the CEO to identify production and efficiency improvement.
 - (b) Remove the action related to Digital Strategy
 - (c) Amend Improvement Plan for Strategic Asset Management plan to reflect the 2023 Audit outcomes as considered by Council
2. Notes that the CEO Review Committee will give further consideration to the action related to the Thrive Strategy.

CARRIED**MOTIONS ON NOTICE**

There were no Motions on Notice.

QUESTIONS ON NOTICE

There were no Questions on Notice.

OTHER BUSINESS

(Questions Without Notice, Motions without Notice, CEO Updates)

There were no Other Business items.

ORDERS TO EXCLUDE THE PUBLIC**9.2.1 Annual Review of CEO Total Remuneration 2022/2023**

Moved Cr C Buchanan
Seconded Mayor G Aldridge

Pursuant to section 91(7) of the *Local Government Act 1999* the CEO Review Committee orders this matter to be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:

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

On that basis the public's interest is best served by not disclosing
the **Annual Review of CEO Total Remuneration 2022/2023** 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 –
Mr C Mansueto, General Manager Business Excellence and Mr A
Reed, Hender Consulting - be excluded from attendance at the
meeting for this Agenda Item.*

The Chief Executive Officer left the meeting at 7:19pm.

CARRIED

OBI CEO Update – Organisational Matters

Moved Cr D Hood
Seconded Cr P Jensen

Pursuant to section 91(7) of the *Local Government Act 1999* the CEO Review Committee orders this matter be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:

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

On that basis the public's interest is best served by not disclosing
the **CEO Update – Organisational Matters** 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 the Chief Executive Officer of the City of Salisbury, be
excluded from attendance at the meeting for this Agenda Item.*

CARRIED

The meeting moved into confidence at 7:55pm.

The meeting moved out of confidence and closed at 8:16pm.

CHAIRMAN.....

DATE.....