

## **11.2 Report of Chair - Chief Executive Officer Review Panel 2008/09**

*Report by the chair of the Chief Executive Officer Review Panel (CEO Review Panel) on the Chief Executive Officer's (CEO) Annual Remuneration Review.*

*This is a regular or standard report.*

Report Author: Mayor Lorraine Rosenberg, Chair Chief Executive Officer  
Review Panel

Attachments: Nil

---

## **1 Executive summary**

### **1.1 Topic**

Report by the chair of the Chief Executive Officer Review Panel (CEO Review Panel) on the Chief Executive Officer's (CEO) Annual Remuneration Review.

### **1.2 Context**

Council has established a Chief Executive Officer Review Panel to undertake, in accordance with the conditions of the Employment Contract, the annual review of the Chief Executive Officer's remuneration.

### **1.3 Suggested outcome**

That Council considers and accepts the recommendations of the CEO Review Panel in accordance with the minutes of 5 August 2009.

It is suggested that this report is considered by Council in confidence as it relates to the CEO's personal remuneration. Section 90 (2)(a) (personal affairs) is recommended as the most appropriate section of the Local Government Act 1999 to use for this purpose. If the report is not considered in confidence, the personal affairs of the CEO could become publicly available.

## **2 Recommendation(s).**

### **1. That:**

- a. **under the provisions of Section 90(2) of the Local Government Act 1999 an order be made that the public be excluded from attendance at the meeting in order to consider in confidence this item.**
- b. **the Council is satisfied that it is necessary that the public be excluded to enable the Council to receive and consider the information/report at the meeting on the following grounds:**

**Section 90(3)(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);**

- c. **accordingly, on this basis the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or discussion confidential.**
2. **That Council considers and accepts the recommendations of the CEO Review Panel in accordance with their minutes of 5 August 2009.**
3. **That an order be made under the provisions of Section 91(7) and (9) of the Local Government Act 1999 that the abovementioned document (or part of such document) including the minutes and the report of the Council relating to discussion of the subject matter of that document, having been dealt with on a confidential basis under Section 90 of the Act, should be kept confidential on the grounds of information contained in 90(3)(a) until 31 December 2011.**

## **Key Factors**

### **3 Discussion**

It is with pleasure that I table the chair's report of the 2008/09 CEO Review Panel on behalf of the panel members – Deputy Mayor Cr Dale Mazzachi, Cr Trevor Fletcher, Cr Sharon Nash and Cr Yvonne Wenham. The panel was aided in its deliberations by Hender Consulting.

The panel began deliberations in March 2009 and had as its key aims:

- meeting schedule to ensure that the CEO Review was brought back into line with the review year
- timely appointment of a mutually acceptable consultant
- development of strategic performance objectives (SPO's) for 2009/10
- decision about levels of involvement of Council and improvements to the process.

The purpose of the review is to ensure:

- the satisfactory performance of the CEO in all facets of his duties
- remuneration requirements of the contact are reviewed
- required professional development needs are identified and implemented.

The panel conducted the current review based on core principles of the contract 'key performance indicators' and the job description. To this end, the review survey distributed to all councillors included a revised set of key performance questions and ratings on which to base the review.

We believe this is a far more rigorous methodology and aligns far better with a review of strategic outcomes rather than the operational based SPO's of previous reviews.

Hender Consulting aided the panel through the survey of councillors and collated the final report. The survey results aided the panel's decision making, and as in previous years will be made available for viewing by councillors.

As chair of the CEO Review Panel I am pleased to report that the CEO has again performed very well in all areas of the review survey document. Our CEO continues to be rated as one of the highest performing of his peers.

The following comments were included in the final letter from Hender Consulting:

*'It is clear from this report that the incumbent continues to perform very well in the position. The most common rating within the appraisal survey was 'very good' with the second most common being 'excellent'. There was also not a single criteria where the average ratings fell below the 'good' classification. Where they felt equipped to assess Jeff, participants rated him as 'good' or better in over 86% of their responses. This is highly commendable given the complexities of the role.*

*From our experience conducting analyses of this nature, Jeff's overall ratings would classify him in the better performing CEOs in equivalent positions.*

*We recommend that Jeff be congratulated and thanked for his commitment to the City and performance managing the diverse and challenging portfolio under his control. We also recommend that this report is now tabled as contextual information in regard to ongoing discussions regarding matters such as professional development, remuneration, tenure, work life balance, succession planning and overall strategy.'*

I commend the work of the panel and the outcomes of the CEO Review for 2008/09.