

Attachment 12.3

Chief Executive Officer Review Panel Committee Minutes

4 pages

City of Onkaparinga**CONFIDENTIAL****Minutes of the Chief Executive Officer Review Panel****held on 24 March 2009 at 5.00pm**

Venue Meeting Room 2, Civic Centre
Ramsay Place, Noarlunga Centre

Meeting commenced : 5.03pm

Present : Mayor LF Rosenberg (Chair)
Cr S V Nash
Cr T P Fletcher
Cr D Mazzachi
Cr Y Wenham

In attendance : Ms K Harmon

Apologies :

Absent :

1. Opening of Meeting

Mayor Rosenberg officially declared the meeting open at 5.03pm.

2. Confirmation of Minutes of the Chief Executive Officer Review Panel meeting held 10 February 2009

Cr Ferguson MOVED that the Minutes of the proceedings of Chief Executive Officer Review Panel Meeting held on 10 February 2009 be received and confirmed as an accurate record of those proceedings.

Seconded by Cr Nash.

CARRIED

3. Reports of Officers

3.1 Review of Draft Terms of Reference

Cr Nash MOVED that the Chief Executive Officer Review Panel adopt the Terms of Reference as amended provided as Attachment 1 to this report and refer them to Council for endorsement.

Seconded by Cr Mazzachi.

CARRIED

3.2 CEO Review Process for 2008/09

Cr Fletcher MOVED:

- 1. That the CEO Review Panel confirm the schedule and process for the 2008/09 review (including the development of strategic performance objectives or other key performance indicators or measures for 2009/10).*
- 2. That the consultant appointed to assist with the CEO review will work with the CEO Review Panel on the development of strategic performance objectives using current policy tools and documents including the Community Plan and supporting strategic plans and will utilise current reporting tools to assist in the development of relevant key performance indicators and measures.*
- 3. That the CEO Review Panel note the draft schedule and process for the 2009/10 review and the development of strategic performance objectives for 2010/11.*
- 4. That the CEO Review Panel note the steps to be involved in the review of the function and form of the CEO strategic performance objectives for the future.*

Seconded by Cr Wenham.

CARRIED

4 Confidential Items

4.1 CEO Review Process for 2008/09

Cr Fletcher MOVED:

- 1. (a) That 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) *That the CEO Review Panel is satisfied that it is necessary that the public, with the exception of Manager Organisation Development, be excluded to enable the CEO Review Panel to consider the report at the meeting on the following grounds:*

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

(c) *That accordingly, on this basis the principle that meetings of the CEO Review Panel should be conducted in a place open to the public has been outweighed by the need to keep the information or discussion confidential.*

Seconded by Cr Wenham.

CARRIED

Cr Nash MOVED:

2. *That based on the previous experience of the consultant working with the City of Onkaparinga on the CEO Review and the changing process for the development of strategic performance objectives, the CEO Review Panel appoint Mark Hender of Hender Consulting as the independent member of the Panel for the 2008/09 review subject to the agreement of the CEO.*
3. *That the CEO Review Panel note the CEO Contract of Employment as Attachment 1 to this report.*

Seconded by Cr Fletcher.

CARRIED

Cr Nash MOVED:

4. *That an order be made under the provisions of Section 91(7) and (9) of the Local Government Act 1999 that this document (or part of such document) including the minutes of the Council/Committee 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 Section 90(3)(a), until 31 December 2009.*

Seconded by Cr Mazzachi.

CARRIED

5. Other Business
Nil

6. Closure

There being no further business Mayor Rosenberg closed the meeting at 6.20pm.