



CEO's Performance Review Committee

28 May 2019

Minutes

To: The Mayor and Councillors

Here within the Minutes of the **CEO's Performance** Review Committee of the City of Stirling held Tuesday 28 May 2019 in the City of Stirling Parmelia Room, 25 Cedric Street, Stirling.

Ingrid Hawkins | Director Corporate Services

Our Vision, Mission and Values

Vision

The City of Stirling will be a place where people choose to live, work, visit and invest. We will have safe and thriving neighbourhoods with a range of housing, employment and recreational opportunities. We will engage with our diverse community to help shape our future into the City of Stirling – City of Choice.

Mission

To serve the City's diverse community through delivering efficient, responsive and sustainable services

Values

The City of Stirling's core values are:-

- Integrity
- Community Participation
- Accountability
- Respect
- Environment
- Diversity

Disclaimer

Members of the public should note that in any discussion regarding any planning or other application that any statement or intimation of approval made by any member or officer of the City during the course of any meeting is not intended to be and is not to be taken as notice of approval from the City. No action should be taken on any item discussed at a Council meeting prior to written advice on the resolution of the Council being received.

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**MINUTES OF THE CEO'S PERFORMANCE REVIEW COMMITTEE OF TUESDAY
28 MAY 2019 HELD IN CITY OF STIRLING PARMELIA ROOM, 25 CEDRIC
STREET, STIRLING**

The commencement of the meeting was delayed due to an insufficient number of members being present to achieve a quorum.

A quorum was established within the 30 minute time frame allowed for in accordance with Clause 3.11 of the City of Stirling Meeting Procedures Local Law 2009 and Regulation 8 of the Local Government (Administration) Regulation 1996.

1. OFFICIAL OPENING

The Presiding Member declared the CEO's Performance Review Committee open at 5.53pm.

2. ATTENDANCE AND APOLOGIES**ATTENDANCE**

Mayor	Councillor Mark Irwin
Deputy	Councillor David Lagan
Councillors	Councillor Joe Ferrante Councillor Giovanni Italiano JP Councillor Suzanne Migdale Councillor Karlo Perkov Councillor Stephanie Proud JP Councillor Keith Sargent Councillor Adam Spagnolo (from 6.04pm)
Employees	Director Corporate Services - Ingrid Hawkins Manager Governance - Jamie Blanchard Manager Human Resources - Natalia Smith Human Resources Project Officer - Alice van der Heyden

APOLOGIES

Councillor David Boothman.
Councillor Bianca Sandri.

3. APPROVED LEAVE OF ABSENCE

Councillor Karen Caddy (granted a leave of absence for the period 22 May 2019 to 16 June 2019 inclusive).

Councillor Suzanne Migdale (granted a leave of absence for the period 3 June 2019 to 14 June 2019 inclusive).

Councillor Mark Irwin (granted a leave of absence for the period 29 May 2019 to 7 June 2019 inclusive).

4. MEMORANDUM OF OUTSTANDING BUSINESS

Nil.

5. DISCLOSURES OF INTEREST

Nil.

6. PUBLIC QUESTION TIME

Nil.

7. CONFIRMATION OF MINUTES

CEOPR0519/001

Moved Councillor Migdale, seconded Councillor Italiano

That the Minutes of the CEO's Performance Review Committee of 18 September 2018 be confirmed as a true and correct record of proceedings.

The motion was put and declared CARRIED (8/0).

For: Councillors Ferrante, Irwin, Italiano, Lagan, Migdale, Perkov, Proud and Sargent.

Against: Nil.

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil.

9. CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW COMMITTEE ITEMS

Nil.

10. MATTERS BEHIND CLOSED DOORS

CEOPR0519/002

Moved Councillor Italiano, seconded Councillor Sargent

That Item 10.1 - Chief Executive Officer's Performance Review 2019 - Appointment of Consultant be CONSIDERED Behind Closed Doors in accordance with Section 5.23(2)(a) and (c) of the *Local Government Act 1995* , which permits the meeting to be closed to the public for business relating to the following:-

- (a) *a matter affecting an employee or employees.***
- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.***

The motion was put and declared CARRIED (8/0).

For: Councillors Ferrante, Irwin, Italiano, Lagan, Migdale, Perkov, Proud and Sargent.

Against: Nil.

At 5.54pm the meeting was closed to the public prior to consideration of Item 10.1.

Councillor Adam Spagnolo arrived at the meeting at 6.04pm during consideration of Item 10.1.

10.1 CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW 2019 - APPOINTMENT OF CONSULTANT

Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 5.23(2)(a) and (c) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:-

- (a) *a matter affecting an employee or employees.*
- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.*

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Manager Human Resources
Business Unit: Human Resources
Ward: Not Applicable
Suburb: Not Applicable

Definition

- Advocacy *when Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive *the substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative *includes adopting local laws, town planning schemes and policies. It is also when Council reviews decisions made by Officers.*
- Quasi-Judicial *when Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*
- Information Purposes *includes items provided to Council for information purposes only, that do not require a decision of Council (i.e. - for 'noting').*

CEOPR0519/003

Moved Councillor Sargent, seconded Councillor Proud

That the Chief Executive Officer's Performance Review Committee AUTHORISES the appointment of Board Connexions (under the Management of Maitland Consultancy Group) to facilitate the 2019 Chief Executive Officer's Performance Review process.

The motion was put and declared CARRIED (7/2).

For: Councillors Ferrante, Irwin, Lagan, Perkov, Proud, Sargent and Spagnolo.

Against: Councillors Italiano and Migdale.

Moved Councillor Proud, seconded Councillor Lagan

That the Meeting be REOPENED to the public.

The motion was put and declared CARRIED (9/0).

For: Councillors Ferrante, Irwin, Italiano, Lagan, Migdale, Perkov, Proud, Sargent and Spagnolo.

Against: Nil.

At 6.06pm the meeting was reopened to the public.

