

CONFIDENTIAL ITEMS 2003 – 20 JANUARY 2014

#	Date	Item Title	Confidential Order Details	Item being kept confidential - Agenda/ Attachment/ Minutes	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Last Review Date	Next Review Date	Date Released
68	5 Nov 2012	CEO Review 2012	Pursuant to Section 90(2) and 90(3) of the Local Government Act 1999 as amended the District Council of Mount Barker orders that the public be excluded from attendance at the meeting to consider in confidence: (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any persons (living or dead); 1 determine that no officers be permitted to remain in the room;	Discussion		Agenda item and minute released immediately after the meeting.			Released 5 November 2012 Minutes and confidential agenda on web 9/11

2. No, Council staff have no knowledge at this stage of any proposed changes to the legislation.

QUESTIONS WITHOUT NOTICE

Councillor Bailey asked a question regarding Regulated Trees.
Mr Greg Parker, General Manager Council Services, provided a response at the meeting.

Councillor Bettcher asked a question regarding Council's District Wide Open Space & Public Realm Strategy.
Mr Greg Parker, General Manager Council Services, provided a response at the meeting.

Councillor Bailey asked a question regarding the Rural DPA.
Mr Greg Parker, General Manager Council Services, provided a response at the meeting.

Councillor Hamilton asked questions regarding:

1. Family House representation;
2. recent China delegation attendees; and
3. Zonta International.

Mr Andrew Stuart, Chief Executive Officer provided a response to question 1, and Mayor Ferguson provided responses to questions 2 & 3 at the meeting.

Councillor Campbell asked a question regarding agreements with Catholic Church entities.
Mr Andrew Stuart, Chief Executive Officer provided a response at the meeting.

43

MOTIONS WITH NOTICE

TITLE: CHIEF EXECUTIVE OFFICER REVIEW
DATE: 19 NOVEMBER 2012
TRIM: 12/096499

Moved Councillor Corbell that having considered additional information provided, and further to the Mayor's Report Chief Executive Officer's Performance Review for 2012 to Council at it's meeting held 5 November 2012, that Council:

1. note the process and outcomes of the Chief Executive Officer's Performance Review for 2012 facilitated by Ms Jane Jeffreys, Director, Jane Jeffreys Consulting, FAICD, FAIM, FAHRI;
2. note a revised set of key objectives has been determined to guide the Council in its assessment of the Chief Executive Officer's performance for 2012/13;
3. authorise the Mayor to sign and extend by one year the Chief Executive Officer's current contract of employment; and

4. authorise the Mayor to sign and increase the Chief Executive Officer's total salary package by 3% effective 1 July 2012.

Seconded Councillor Irvine and CARRIED

DEPUTATIONS

- 7.59pm **Adelaide Hills International Sculpture Symposium**
8.15pm - Mr Barry Wendell
- 8.15pm **Hahndorf Bus Stop** – Dr John Entwistle
8.24pm

44 PETITIONS

Moved Councillor Corbell that the following petitions be received, and Council officers will prepare reports for a future meeting.

- 44.1 **REPORT TITLE: PETITION: CONDITION OF TAMINGA
 GROVE AND ALLENDALE ROAD,
 HAHNDORF**
DATE OF MEETING: 19 NOVEMBER 2012
FILE NUMBER: 80/200/001
- 44.2 **REPORT TITLE: PETITION: INSTALLATION OF SPEED
 HUMP, DEGACHER STREET, NAIRNE**
DATE OF MEETING: 19 NOVEMBER 2012
FILE NUMBER: 80/040/022

Seconded Councillor Westwood and CARRIED

45 REPORTS

- 45.1 **REPORT TITLE: MANAGING GROWTH - UPDATE**
DATE OF MEETING: 19 NOVEMBER 2012
FILE NUMBER: 48/030/064

Moved Councillor Campbell that Council note the update on the management of growth.

Seconded Councillor Corbell and CARRIED

QUESTIONS ARISING FROM COUNCIL MEETING

9.45pm Moved Councillor Irvine that pursuant to regulation 21 of the Local Government Procedures at Meetings Regulations, the Council has a short term suspension of normal meeting proceedings to enable a period of informal discussion.

Seconded Councillor Bailey and CARRIED

41.3

9.50pm Moved Councillor Irvine that Council now end the short term suspension of normal meeting proceedings.

Seconded Councillor Westwood and CARRIED

41.4 Moved Councillor Irvine that Council:

3. note the process and outcomes of the Chief Executive Officer's Performance Review for 2012 facilitated by Ms Jane Jeffreys, Director, Jane Jeffreys Consulting, FAICD, FAIM, FAHRI;
4. note a revised set of key objectives has been determined to guide the Council in its assessment of the Chief Executive Officer's performance for 2012/13;
5. authorise the Mayor to sign and extend by one year the Chief Executive Officer's current contract of employment; and
6. authorise the Mayor to increase the Chief Executive Officer's total salary package by 3% effective 1 July 2012.

Seconded Councillor Westwood

9.55pm Mayor Ferguson rose and left the Chamber, and Deputy Mayor Irvine took the Chair

41.5 Moved Councillor Westwood that the Motion be PUT
Seconded Councillor Corbell and LOST

MEETING DECLARED CLOSED AT 10.05PM

MAYOR

DATE

16. CONFIDENTIAL REPORTS

16.1 REPORT TITLE: CONFIDENTIAL ITEM: MAYOR'S REPORT
CHIEF EXECUTIVE OFFICER'S ANNUAL
PERFORMANCE REVIEW

DATE OF MEETING: 5 NOVEMBER 2012

FILE NUMBER: 38/010/047

Purpose:

For the Mayor to report outcomes of the Chief Executive Officer's annual performance review 2012 and seek support for a variation to the Chief Executive Officer's Contract of Employment.

Recommendation:

That Council:

1. pursuant to Section 90(2) and 90(3) of the Local Government Act 1999 as amended the District Council of Mount Barker orders that the public be excluded from attendance at the meeting to consider in confidence:
 - (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any persons (living or dead);
2. determine that no officers be permitted to remain in the room;
3. note the process and outcomes of the Chief Executive Officer's Performance Review for 2012 facilitated by Ms Jane Jeffreys, Director, Jane Jeffreys Consulting, FAICD, FAIM, FAHRI;
4. note a revised set of key objectives has been determined to guide the Council in its assessment of the Chief Executive Officer's performance for 2012/13;
5. authorise the Mayor to sign and extend by one year the Chief Executive Officer's current contract of employment; and
6. authorise the Mayor to increase the Chief Executive Officer's total salary package by X % effective 1 July 2012.

Process

1. The Chief Executive Officer's Annual Performance Review Process is scheduled to conclude no later than September each year. The review process effectively concluded at the end of August, however this final report was delayed due to intervening leave arrangements.

2. Ms Jane Jeffreys conducted the review process. The review process involves a full 360° examination which provides confidential feedback and information at arms length from internal and external parties.
3. Ms Jeffreys has facilitated opportunities to meet with Mayor Ferguson, Deputy-Mayor Irvine and Councillor Hamilton, and the 3 General Managers, to discuss any element of the process in addition to the assessment of the Chief Executive Officer's performance.
4. Ms Jeffreys' summary and recommendation is provided below:

"CEO Review - Summary

The overall assessment of the Chief Executive Officer rates his performance well and exceeding expectations.

Andrew has managed well in a very busy year with many challenges.

His particular strengths include his well-developed skills in stakeholder management and always being well prepared.

He has a calm approach and operates well under extremely difficult political and economic environments whereby challenge of growth in funding, in a sustainable manner, is not always easy.

He has worked hard at developing the Executive Team to step up and has been more consistent in his communication with staff, more receptive to feedback and sharing his vision.

Andrew needs to continue to focus on key issues of strategic importance recognising he must ensure staff are fully engaged in achieving the desired outcomes.

Communication strategies and the capability of the Executive Team are very important in supporting his efforts.

Further development programs and activities will be discussed with the Chief Executive Officer following presentation of this Performance Review."

Outcomes

5. The Panel notes the following:
 - 5.1 The Chief Executive Officer has met his performance agreement objectives in a competent, professional manner. The Chief Executive Officer has also provided a high level of personal input

into outcomes in a number of additional matters during the period under review, for example:

- a. the negotiation and acquisition of the remaining land required to allow commencement of the roundabout at Bald Hills Road/Springs Road;
- b. the Adelaide Hills Visitor Information Centre;
- c. the treated waste water pipeline to Callington;
- d. the acquisition of the heritage school at Hahndorf;
- e. the St James' School House project, Blakiston;
- f. the resolution of the long, protracted Hahndorf Academy debt and related matters;
- g. the Ministerial Development Plan Amendment;
- h. Nairne Master Plan;
- i. Mt Barker Centre commercial development and car parking (Council facilities, hotel accommodation opportunities);
- j. Monarto/Callington employment precinct in conjunction with Rural City of Murray Bridge;
- k. Adelaide Hills Waste Management Authority land tenure issues;
- l. Long term financial management plan including separate rate proposal required for Council sustainability; and
- m. Stephenson Land/golf club precinct.

Objectives

- 5.2 The next period under review (2012/13) will require continued focus by the Chief Executive Officer on the following objectives:
- a. Nairne Master Plan;
 - b. Mt Barker Centre commercial development and car parking (Council facilities, hotel accommodation opportunities);
 - c. Monarto/Callington employment precinct in conjunction with Rural City of Murray Bridge;
 - d. Adelaide Hills Waste Management Authority land tenure issues;

- e. Long term financial management plan including separate rate proposal required for Council sustainability;
 - f. Stephenson Land/golf club precinct; and
- in addition:
- g. Environmental Centre Development, including Field Services relocation;
 - h. Flaxley expression of interest process; and
 - i. continued performance/goal setting for the Executive Team.

5.3 Personal Development objectives include:

- a. continuing professional and relationship development for example UDIA Tour 2013;
- b. programmed annual leave to refresh; and
- c. continued development and monitoring of management.

6. In this current review it is noted that the relevant CPI index from the Australian Bureau of Statistics was 3.1% which provides an indication of the salary package increase adjustment which would maintain the existing package value.

Key Contact

Mayor Ann Ferguson

