

# Chief Executive Officer's Performance Review Committee Minutes

**24 January 2024**

## **Our Vision**

*A City which values its heritage, cultural diversity,  
sense of place and natural environment.*

*A progressive City which is prosperous, sustainable  
and socially cohesive, with a strong community spirit.*

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City of  
Norwood  
Payneham  
& St Peters

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**VENUE** Mayor's Office (Ground Floor), 175 The Parade, Norwood

**HOUR** 6.00pm

**PRESENT**

**Committee Members** Mayor Robert Bria (Presiding Member)  
Cr Kevin Duke  
Cr Garry Knoblauch  
Cr John Callisto

**Staff** Lisa Mara (General Manager, Governance & Civic Affairs)

**APOLOGIES** Nil

**ABSENT** Nil

**TERMS OF REFERENCE:**

*The Committee is established for the purposes of facilitating the review of the Chief Executive Officer's performance as required and in accordance with the Chief Executive Officer's Contract of Employment.*

**1. CONFIRMATION OF MINUTES OF THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW COMMITTEE MEETING HELD ON 13 SEPTEMBER 2021**

*Cr Knoblauch moved that the Minutes of the meeting of the Chief Executive Officer's Performance Review Committee held on 13 September 2021 be taken as read and confirmed. Seconded by Cr Duke and carried unanimously.*

**2. PRESIDING MEMBER'S COMMUNICATION**  
Nil

**3. CONFIDENTIAL REPORTS**

### 3.1 STAFF RELATED MATTER

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#### RECOMMENDATION 1

That pursuant to Section 90(2) and (3) of the *Local Government Act 1999* the Council orders that the public, with the exception of the Council staff present be excluded from the meeting on the basis that the Council will receive, discuss and consider:

- (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

relating to the employment performance of the Chief Executive Officer and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

#### RECOMMENDATION 2

Under Section 91(7) and (9) of the *Local Government Act 1999*, the Committee orders that the report, discussions and minutes be kept confidential until the Chief Executive Officer Performance process has been finalised.

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*Cr Callisto moved:*

*That pursuant to Section 90(2) and (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the General Manager, Governance & Civic Affairs, be excluded from the meeting on the basis that the Council will receive, discuss and consider:*

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

*relating to the employment performance of the Chief Executive Officer and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.*

*Seconded by Cr Duke and carried unanimously.*

*Cr Knoblauch moved:*

*Under Section 91(7) and (9) of the Local Government Act 1999, the Committee orders that the report, discussions and minutes be kept confidential until the Chief Executive Officer Performance process has been finalised.*

*Seconded by Cr Callisto and carried unanimously.*

**4. OTHER BUSINESS**  
Nil

**5. CLOSURE**

There being no further business the Presiding Member declared the meeting closed at 6.25pm.

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**Mayor Robert Bria**  
**PRESIDING MEMBER**

Minutes Confirmed on \_\_\_\_\_  
(date)