

Confidential Minutes of the Executive Committee of the City of Holdfast Bay held in the Kingston Room, Brighton Civic Centre, 24 Jetty Road, Brighton on Tuesday 18 June at 5:30pm.

8. CONFIDENTIAL ITEMS

8.1 2023-24 Performance Review – Chief Executive Officer (Report No: 161/24)

Motion – Exclusion of the Public Section 90(3)(a)

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Executive Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager, Assets and Delivery and staff minute taker in attendance at the meeting in order to consider Report No: 161/24 – 2023-24 Performance Review – Chief Executive Officer in confidence.
2. That in accordance with Section 90(3) of the *Local Government Act 1999* Executive Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 161/24 – 2023-24 Performance Review – Chief Executive Officer on the following grounds:
 - a. pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to Report No: 161/24 – 2023-24 Performance Review – Chief Executive Officer is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being Chief Executive Officer, Mr Roberto Bria, in that details of his performance review will be discussed, which are sensitive and are details only known to those who have participated in the discussion.
3. The Executive Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

Moved Councillor Lonie, Seconded Councillor Lindop

Carried

The Executive Committee is charged with the responsibility for undertaking the annual performance review of the Chief Executive Officer (CEO).

This report presents for consideration by the Committee the independent report prepared by Ms Christine Molitor, Independent Advisor to the Executive Committee, pursuant to section 102A of the *Local Government Act 1999*.

Following receipt of the independent advice, the Committee will recommend to Council changes to the Chief Executive's remuneration package and/or contract as a result of the review.

Motion

The Executive Committee advises Council it has considered the Chief Executive Officer's 2023-24 performance review and recommends:

1. Council notes the Chief Executive Officer's annual performance review for the 2023-24 financial year has been completed by the Executive Committee;
2. Council endorses the results of the Chief Executive Officer's annual performance review, including the independent report prepared by Ms Molitor;
3. Council approves a 3.15% increase to the Chief Executive Officer's base salary bringing the remuneration package to \$351,368;
4. Council approves the Mayor to write to the Remuneration Tribunal foreshadowing a submission from Council seeking exemption from the Tribunal's current salary band for an additional 0.85% increase to the base salary Chief Executive Officer's Remuneration; and
5. Council approves the following changes to the Chief Executives Officer's Performance Review process for 2024-25:
 - A random subset of invited Staff and Elected Members provide qualitative feedback via interview with the Independent Committee Member.

RETAIN IN CONFIDENCE - Section 91(7) Order

6. That having considered Agenda Item 8.1 161/24 – 2023-24 Performance Review – Chief Executive Officer in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Executive Committee, pursuant to section 91(7) of that Act orders that the report, attachment and minutes be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.

Moved Councillor Patton, Seconded Councillor Lonie

Carried

CONFIRMED

30 July 2024

MAYOR