



CEO PERFORMANCE REVIEW PANEL

Minutes

for the meeting on

Monday, 2 December 2024

in the Colonel Light Room, Adelaide Town Hall

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Our Adelaide.
Bold.
Aspirational.
Innovative.

Present:

Presiding Member	The Right Honourable the Lord Mayor, Dr Jane Lomax-Smith
Deputy Presiding Member	Deputy Lord Mayor, Councillor Keiran Snape
Independent Members	Gael Fraser Jeff Tate
Independent Advisor	Andrew Reed, Hender Consulting

1 Acknowledgement of Country

The Chair stated:

‘Council acknowledges that we are meeting on traditional Country of the Kaurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today.

And we also extend that respect to other Aboriginal Language Groups and other First Nations who are present today.’

2 Apologies and Leave of Absence

Nil

The Presiding Member advised the Panel of the resignation of Councillor Abrahamzadeh from the CEO Performance Review Panel.

3 Confirmation of Minutes

Moved by Jeff Tate,
Seconded by Gael Fraser -

That the Minutes of the meeting of the CEO Performance Review Panel held on 16 September 2024, be taken as read and be confirmed as an accurate record of proceedings.

Carried

4 Items for Consideration and Determination

4.1 2024/25 Q1 KPI Progress Report

Moved by the Deputy Lord Mayor, Councillor Snape,
Seconded by Gael Fraser -

THAT THE CEO PERFORMANCE REVIEW PANEL RECOMMENDS TO COUNCIL

THAT COUNCIL

1. Receives and notes the KPI progress report, Attachment A to Item 4.1 on the Agenda for the meeting of the CEO Performance Review Panel held on 2 December 2024, outlining progress against the Chief Executive Officer’s endorsed 2024/25 Key Performance Indicators.

Carried

COO Undertaking – Benchmarking – Customer Satisfaction Survey

A COO undertaking was given to undertake appropriate benchmarking with other capital cities for the Customer Satisfaction Survey and provide an update to the CEO Performance Review Panel.

The Chief Executive Officer presented to the Panel and then left the Colonel Light Room at 3.26 pm.

4.2 CEO Performance Review Panel Meeting Dates

Moved by the Deputy Lord Mayor, Councillor Snape,
Seconded by Jeff Tate -

THAT THE CEO PERFORMANCE REVIEW PANEL

1. Notes that for 2025 the following meeting dates of Monday 3 March 2025 and Monday 2 June 2025 were approved on 24 January 2024.
2. Approves the following meeting dates and times for 2025:
 - 2.1. Monday 1 September 2025, 3.00pm to 5.00pm; and
 - 2.2. Monday 1 December 2025, 3.00pm to 5.00pm.

Carried

Closure

The meeting closed at 3.44 pm

The Lord Mayor, Dr Jane Lomax-Smith
Chair
CEO Performance Review Panel