



CEO PERFORMANCE REVIEW PANEL MINUTES

for the meeting

Monday, 3 June 2024

in the Colonel Light Room, Adelaide Town Hall

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Present:

Presiding Member	The Right Honourable the Lord Mayor, Dr Jane Lomax-Smith
Deputy Presiding Member	Deputy Lord Mayor, Councillor Snape
Council Member	Councillor Abrahamzadeh
Independent Members	Gael Fraser Jeff Tate

In attendance:

Independent Advisor	Andrew Reed, Hender Consulting
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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

3 Confirmation of Minutes

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

That the Minutes of the meeting of the CEO Performance Review Panel held on 4 March 2024, be taken as read and be confirmed as an accurate record of proceedings.

Carried

4 Items for Consideration and Determination

4.1 2023/24 Q3 KPI Progress Report

The Acting Chief Executive Officer was invited to join the meeting at 3.07 pm.

The Presiding Member, with approval of a least two-thirds of members present, suspended meeting procedures pursuant to Regulation 20(1) of the *Local Government Act (Procedures at Meetings) Regulations 2013* at 3.08 pm to facilitate questions and answers to the Acting Chief Executive Officer on Item 4.1.

Meeting procedures resumed at 3.28 pm.

It was then –

Moved by Councillor Abrahamzadeh,
Seconded by the Deputy Lord Mayor, Councillor Snape -

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 3 June 2024, outlining progress against the Chief Executive Officer's endorsed 2023/24 Key Performance Indicators.
2. Notes the significant number of positive results contained in Attachment A to Item 4.1 on the agenda for the meeting of the CEO Performance Review Panel held on 3 June 2024.

Carried

4.2 INTERIM 2024/25 CEO Performance KPIs

The Presiding Member, with approval of at least two-thirds of members present, suspended meeting procedures pursuant to Regulation 20(1) of the *Local Government Act (Procedures at Meetings) Regulations 2013* at 3.31 pm to facilitate informal discussion on Item 4.2.

Meeting procedures resumed at 3.48 pm.

It was then –

Moved by the Deputy Lord Mayor, Councillor Snape,
Seconded by Councillor Abrahamzadeh -

THAT THE CEO PERFORMANCE REVIEW PANEL RECOMMENDS TO COUNCIL

THAT COUNCIL

1. Approves that the Chief Executive Officer's performance for the 2024/25 financial year will be assessed against the achievement of Interim Key Performance Indicators aligned to the relevant Key Result Areas in the CEO Position Description and contained in Attachment A to Item 4.2 on the Agenda for the meeting of the CEO Performance Review Panel held on 3 June 2024.
2. Requests that the Administration conducts benchmarking research around appropriate measures for KPIs 9 and 10 contained in Attachment A to Item 4.2 on the Agenda for the meeting of the CEO Performance Review Panel held on 3 June 2024, with a report due back to the CEO Performance Review Panel at its next meeting.

Carried

The Acting Chief Executive Officer left the Colonel Light Room at 3.48 pm.

Closure

The meeting closed at 3.49 pm

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