

2023/24 CEO Performance KPI's

Strategic Alignment - Enabling Priorities

Public

Wednesday, 14 June 2023
CEO Performance Review
Panel

Program Contact:
Manager Governance

Approving Officer:
Michael Sedgman - Chief
Operating Officer

EXECUTIVE SUMMARY

This report provides further advice to the CEO Performance Review Panel in relation to the proposed Key Performance Indicators for the CEO performance review for the period 1 July 2023 - 30 June 2024.

RECOMMENDATION

THAT THE CEO PERFORMANCE REVIEW PANEL

1. Approves the proposed KPIs for assessment of the Chief Executive Officers performance for 1 July 2023-30 June 2024 as contained in Attachment A to Item 3.1 on the Agenda for the meeting of the CEO Performance Review Panel held on 14 June 2023

THAT THE CEO PERFORMANCE REVIEW PANEL RECOMMENDS TO COUNCIL

That Council

1. Approves that the Chief Executive Officers performance for 1 July 23 – 30 June 24 will be:
 - 1.1 Assessed against the achievement of KPIs aligned to the Key Result Areas outlined in the CEO Position Description and contained in Attachment A to Item 3.1 on the Agenda for the meeting of the CEO Performance Review Panel held on 14 June 2023.
 - 1.2 Informed by a 360-degree survey to be conducted by Hender Consulting.
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IMPLICATIONS AND FINANCIALS

CEO Employment Agreement	<ul style="list-style-type: none"> • Key Performance Indicators will be reviewed annually and periodically. Council may alter the Key Performance Indicators at its discretion following reasonable consultation with the CEO. • The Performance Review Panel will determine the appropriate CEO performance review process against which the CEO's performance will be assessed, and the review will be completed within three (3) months of the end of each financial year of the Term. • The CEO will be consulted in the development of key performance indicators which will be set by the Council by mutual agreement.
Consultation	The CEO has been consulted in the preparation of the report.
22/23 Budget Allocation	Not as a result of this report

DISCUSSION

Background

- At The CEO Performance Review Panel (Panel) Meeting on 5 June 2023 the Panel resolved:

Item 7.2 THAT THE CEO PERFORMANCE REVIEW PANEL

 - Approves that the Chief Executive Officers performance for 1 July 2023-30 June 2024 will be:
 - Assessed against the achievement of KPIs aligned to the Key Result Areas relevant in the CEO Position Description and contained in Attachment A to Item 7.2 on the Agenda for the meeting of the CEO Performance Review Panel held on 5 June 2023, as provisional KPIs to allow for further discussions with the CEO with the final KPIs to be presented to a meeting of the CEO Performance Review Panel on 14 June 2023.
 - Informed by a 360-degree review survey to be conducted by Hender Consulting.
- Since the Panel meeting on the 5 June 2023, the Chief Operating Officer has met with the CEO to provide feedback from the Panel and enabled presentation of final KPIs to be presented to the meeting of the CEO Performance Review Panel on 14 June 2023.
- The KPIs have been revised and are contained in **Attachment A**.

Key Performance Indicators (KPIs)

- The CEO Performance Review Panel needs to further consider Key Performance Indicators (KPIs) for the 2023/24 Financial Year.
- It is recommended that the CEO's performance be assessed against the Key Result Areas (KRAs) in the CEO's Position Description:
 - Leadership and Strategic Plan Delivery
 - Financial and Risk Management
 - Operational and Project Delivery
 - Organisational Health including Innovation and Service Improvement
 - Stakeholder Management
 - Lord Mayor and Councillors

Process

6. Following approval of the process for the 2023/24 CEO Performance Review the CEO will prepare a self-assessment against the KPIs for consideration by the Performance Review Panel through reports to the Panel at its scheduled meetings.
7. Andrew Reed of Hender Consulting has been appointed as an independent advisor to the CEO Performance Review Panel to provide advice on process and remuneration review, as well as conduct of a 360-degree review survey.

Next Steps

8. Following approval of the KPIs by the Panel the CEO will cascade the KPIs with supporting measures to the Portfolio Directors as the basis for a consistent Organisational approach to performance review at the Executive level. The CEO will assess the performance of the Executive group for the 2023/24 review period in accordance with the proposed KPIs.

ATTACHMENTS

Attachment A – CEO KRAs/KPIs

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