

2023/24 CEO KPI Progress Report

Strategic Alignment – Our Corporation

Public

Monday, 4 March 2024
CEO Performance Review
Panel

Program Contact:
Chief Executive Officer

Approving Officer:
Michael Sedgman,
Acting Chief Executive Officer

EXECUTIVE SUMMARY

This report provides an update of progress against the endorsed 2023/24 Key Performance Indicators for the Chief Executive Officer as at the end of December 2023.

RECOMMENDATION

THAT THE CEO PERFORMANCE REVIEW PANEL

1. Notes the approved Chief Executive Officer Key Performance Indicators for 2023/24, Attachment A to Item 4.1 on the Agenda for the meeting of the CEO Performance Review Panel held on 4 March 2024.
 2. Receives and notes the KPI progress report, Attachment B to Item 4.1 on the Agenda for the meeting of the CEO Performance Review Panel held on 4 March 2024, outlining progress against the Chief Executive Officer's endorsed 2023/24 Key Performance Indicators.
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IMPLICATIONS AND FINANCIALS

City of Adelaide 2024-2028 Strategic Plan	Strategic Alignment – Our Corporation Effective Leadership and Governance
CEO Employment Agreement	The Key Result Areas (KRAs) outlined are contained in the Chief Executive Officer (CEO) Position Description and as an attachment to the former CEO's employment agreement. Key Performance Indicators (KPIs) will be reviewed annually and periodically. Council may alter the KPIs at its discretion following reasonable consultation with the CEO.
Consultation	Not as a result of this report
23/24 Budget Allocation	Not as a result of this report

DISCUSSION

Background

- At its meeting on 27 June 2023, Council endorsed the recommendations of the CEO Performance Review Panel of 14 June 2023 and resolved that Council:
 - Approves that the Chief Executive Officers performance for 1 July 23 – 30 June 24 will be:*
 - Assessed against the achievement of KPIs aligned to the Key Result Areas outlined in the CEO Position Description and contained in Attachment A as amended and attached to the minutes to Item 3.1 of the CEO Performance Review Panel held on 14 June 2023.*
 - Informed by a 360-degree survey to be conducted by Hender Consulting."*
- The approved Chief Executive Officer (CEO) Key Performance Indicators (KPIs) for 2023/24 (**Attachment A**) are aligned to 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.
- The CEO has cascaded 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 Acting CEO will assess the performance of the Executive group for the 2023/24 review period in accordance with the approved KPIs and where appropriate commence delivery against the adopted City of Adelaide 2024-2028 Strategic Plan.
- In accordance with the approved process for the 2023/24 CEO Performance Review, the Acting CEO has prepared an update of progress as at 31 December 2023 provided as **Attachment B**.
- The progress report provides detail on the status of delivery against the approved CEO KPIs and significantly records the completion of the following KPIs:
 - Develop the City of Adelaide 2024-2028 Strategic Plan – adopted by Council on 12 December 2023 ([Link 1](#)).
 - Update the Council's Long Term Financial Plan – adopted by Council on 26 September 2023 ([Link 2](#)).

6. As at 31 December 2023 the following KPIs have been significantly progressed:
 - 6.1 Delivery of Council's 2023/24 Business Plan and Budget:
 - 6.1.1 Quarter One Progress Report ([Link 3](#))
 - 6.1.2 Quarter Two Progress Report ([Link 4](#)).
 - 6.2 Develop a Housing Policy that supports the provision of affordable housing and social housing – endorsed for public consultation on 14 November 2023 ([Link 5](#)).
 - 6.3 Delivery of Council's 2023/24 Capital Works Program ([Link 6](#)):
 - 6.3.1 Total expenditure of \$40.741m with a further \$37.697m contracted, totalling a committed spend of \$78.438m of the total budget of \$110.280m.
 - 6.3.2 The spend profile of \$40.471m compares to \$23.564m at 31 December 2022, reflecting an increase of 42%.
 7. Of note, as at 31 December 2023 two KPIs have been completed, three KPIs have been significantly progressed and five KPIs are in progress.
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DATA AND SUPPORTING INFORMATION

Link 1 – City of Adelaide Strategic Plan 2024–2028 <https://www.cityofadelaide.com.au/about-council/plans-reporting/strategic-planning/>

Link 2 – 2023/2024 Long Term Financial Plan (ACC2024/25503)

Link 3 – 2023/2024 Business Plan and Budget Quarter One Progress Report (ACC2024/25512)

Link 4 – 2023/24 Business Plan and Budget Quarter Two Progress Report (ACC2024/25513)

Link 5 - Draft Homelessness, Social & Affordable Housing Policy 2022-2025 for Public Consultation <https://yoursay.cityofadelaide.com.au/homelessness-social-affordable-housing-policy>

Link 6 – Capital Projects Update - December 2023 (ACC2024/25520)

ATTACHMENTS

Attachment A – Approved Chief Executive Officer (CEO) Key Performance Indicators (KPIs) for 2023/24

Attachment B - 2023/24 KPI Progress Report for the period to 31 December 2023

- END OF REPORT -