

# CEO Performance Review Panel Meeting Dates

**Monday, 2 December 2024**  
**CEO Performance Review Panel**

Strategic Alignment - Our Corporation

**Program Contact:**  
Kathryn Goldy, Acting Manager  
Governance

Public

**Approving Officer:**  
Anthony Spartalis,  
Chief Operating Officer

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## EXECUTIVE SUMMARY

At the CEO Performance Review Panel (the Panel) meeting on 24 January 2024, the Panel resolved meeting dates through to June 2025.

This report seeks approval for the meeting schedule for the remainder of 2025.

In accordance with section 102A of the *Local Government Act 1999* (SA) and the Panel's adopted Terms of Reference, the Panel is required to meet with the Chief Executive Officer (CEO) (at least annually).

The Panel meets to discuss progress on Key Performance Indicators (KPIs), to understand the context in which the CEO's performance is being achieved, which includes organisational issues or external factors that are impacting the CEO's performance and how the performance of Council is impacting on organisational performance.

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## RECOMMENDATION

### 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.
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# IMPLICATIONS AND FINANCIALS

CEO Contract	In accordance with section 102A of the <i>Local Government Act 1999</i> (SA), a Council must review the performance of its CEO at least once a year.
Consultation	Not as a result of this report.
24/25 Budget Allocation	Independent Members of the Panel are paid a sitting fee of \$500.00 per meeting attended, which is within the allocated budget.

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## DISCUSSION

1. The CEO Performance Review Panel (the Panel) was established by Council pursuant to section 41 of the *Local Government Act (1999) SA* (the Act) on 14 March 2023.
2. The Panel has been established by Council to determine and assess the Chief Executive Officer's (CEO) performance against identified measures.
3. In accordance with section 102A of the Act and the Panel's adopted Terms of Reference, the Panel is required to meet with the CEO (at least annually).
4. The Panel meets to discuss progress on Key Performance Indicators (KPIs), to understand the context in which the CEO's performance is being achieved, which includes organisational issues or external factors that are impacting the CEO performance and how the performance of Council is impacting on organisational performance.
5. While the Panel must meet at least once per year, it is proposed that the Panel meets four times a year.
6. At the Panel meeting on 24 January 2024, the Panel resolved to meet on Monday 3 March 2025 and Monday 2 June 2025.
7. It is requested that the Panel consider the following meeting dates for the remainder of 2025 calendar year being:
  - 7.1 Monday 1 September 2025, 3.00pm to 5.00pm; and
  - 7.2 Monday 1 December 2025, 3.00pm to 5.00pm.
8. Under the Panel's Terms of Reference, the Chief Operating Officer is authorised to vary the meeting schedule (including the commencement time, meeting place, date or cancellation of a meeting) after liaising with the Presiding Member and CEO.

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## DATA AND SUPPORTING INFORMATION

Nil

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## ATTACHMENTS

Nil

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