

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 9 APRIL 2020
63 MT BARKER ROAD STIRLING**

In Attendance

Presiding Member: Cr Mark Osterstock

Members:

Ms Paula Davies	Independent Member
Mayor Jan-Claire Wisdom	
Cr Nathan Daniell	
Cr Kirsty Parkin	

In Attendance:

Andrew Aitken	Chief Executive Officer
Lachlan Miller	Executive Manager Governance & Performance
Megan Sutherland	Executive Manager Organisational Development

1. COMMENCEMENT

The meeting commenced at 6.01pm.

2. APOLOGIES/LEAVE OF ABSENCE

2.1 Apology - Nil

2.2 Leave of Absence

Nil

2.3 Absent

Nil

Presiding Member _____ 4 June 2020

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3. MINUTES OF PREVIOUS MEETINGS

3.1 CEO Performance Review Panel Meeting – 14 November 2019

Moved Mayor Jan-Claire Wisdom
S/- Cr Nathan Daniell

PRP 1/20

That the minutes of the CEO Performance Review Panel meeting held on 14 November 2019 as distributed, be confirmed as an accurate record of the proceedings of that meeting

Carried

4. PRESIDING MEMBER'S OPENING COMMENTS

Presiding Member, Cr Mark Osterstock, acknowledged that this is the first Panel meeting with electronic participation by all Members. Cr Osterstock thanked the Administration for putting the necessary arrangements in place.

5. DELEGATION OF AUTHORITY

The CEO Performance Review Panel operates in accordance with the relevant sections of the *Local Government Act 1999*, and its Terms of Reference.

6. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF THE COMMITTEE

Nil

7. OFFICER REPORTS – DECISION ITEMS

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7.1 2019 – 2020 CEO Performance Targets Update

**Moved Cr Kirsty Parkin
S/- Paula Davies**

PRP 2/20

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted**
- 2. To recommend to Council that the Community Perception Survey performance target be deferred until the impact of the COVID-19 restrictions have sufficiently abated.**
- 3. To recommend to Council that the Boundary Reform performance target be modified for the final stage of consultation to be deferred until the social distancing restrictions associated with COVID-19 are sufficiently reduced/removed, and once the consultation is complete, the final report will be brought to Council for consideration.**
- 4. To recommend to Council that the Community and Recreation Facilities Framework performance target be modified to reflect the overall complexity of this target; and for delivery of a community consultation implementation plan to be presented by 30 June 2020 instead.**

Carried

7.2 CEO Performance Review Panel – Independent Member Recruitment Deferral

**Moved Mayor Jan-Claire Wisdom
S/- Paula Davies**

PRP 3/20

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted**
- 2. To recommend to Council to defer the recruitment of an Independent Ordinary Member until the social distancing restrictions associated with COVID-19 are sufficiently reduced/removed.**

Carried

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7.3 CEO PR Panel Process Determination and Schedule for 2020

Moved Cr Nathan Daniell
S/- Mayor Jan-Claire Wisdom

PRP 4/20

The CEO Performance Review Panel resolves:

1. That the report be received and noted
2. To recommend to Council to undertake the 2020 CEO Performance Review and TEC package review using an external consultant.
3. That the 2020 CEO Performance Review Panel Meeting and Process Schedule (as amended), as contained in Appendix 1, be adopted.

Carried

8. MOTIONS WITHOUT NOTICE

Nil

9. QUESTIONS WITHOUT NOTICE

Nil

10. CONFIDENTIAL ITEMS

Nil

11. NEXT MEETING

The next ordinary meeting of the CEO Performance Review Panel will be held on 4 June 2020 at 63 Mt Barker Road Stirling.

12. CLOSE MEETING

The meeting closed at 6.26pm.