

**ADELAIDE HILLS COUNCIL  
CEO PERFORMANCE REVIEW PANEL COMMITTEE  
MINUTES OF MEETING  
THURSDAY 26 NOVEMBER 2020  
63 MT BARKER ROAD STIRLING**

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In Attendance

**Presiding Member:** Cr Mark Osterstock

**Members:**

Ms Paula Davies	Independent Member (via audio/visual link)
Mayor Jan-Claire Wisdom	(via audio/visual link)
Cr Nathan Daniell	(via audio/visual link @ 6.24pm)
Cr Kirsty Parkin	(via audio/visual link)

In Attendance:

Andrew Aitken	Chief Executive Officer
Lachlan Miller	Executive Manager Governance & Performance
Megan Sutherland	Executive Manager Organisational Development (via audio/visual link)

**1. COMMENCEMENT**

The meeting commenced at 6.06pm.

**2. APOLOGIES/LEAVE OF ABSENCE**

**2.1 Apology**

Nil

**2.2 Leave of Absence**

Nil

**2.3 Absent**

Nil

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Presiding Member \_\_\_\_\_

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**3. MINUTES OF PREVIOUS MEETINGS**

**3.1 CEO Performance Review Panel Meeting – 3 September 2020**

Moved Paula Davies  
S/- Cr Kirsty Parkin

PRP19/20

That the minutes of the CEO Performance Review Panel meeting held on 3 September 2020 as distributed, be confirmed as an accurate record of the proceedings of that meeting.

<b>Carried</b>
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**4. PRESIDING MEMBER'S OPENING COMMENTS**

The Presiding Member welcomed Janet Miller as the incoming Independent Member and Cr Chris Grant as the incoming Council Member to the CEO Performance Review Panel.

The Presiding Member recognised that this is Paula Davies' last meeting as an Independent Member on the CEO Performance Review Panel. Paula has been a member since July 2014 and the Presiding Member thanked her for dedication and contribution to the Adelaide Hills Council over that period.

**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**

Cr Nathan Daniell joined the Panel Meeting at 6.24pm.

Cr Kirsty Parkin left the Panel Meeting at 6.45pm and re-joined at 6.54pm.

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Presiding Member \_\_\_\_\_

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**7.1 2020 – 2021 CEO Performance Targets Update**

Moved Mayor Jan-Claire Wisdom  
S/- Cr Kirsty Parkin

PRP20/20

The CEO Performance Review Panel resolves that the report be received and noted.

<b>Carried Unanimously</b>
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**8. MOTIONS WITHOUT NOTICE**

**8.1 Appreciation for service to the Panel from Independent Member Paula Davies**

Moved Cr Nathan Daniell  
S/- Cr Kirsty Parkin

PRP21/20

That the CEO Performance Review Panel resolves to thank Independent Member Paula Davies for her service and contribution to the Panel over the last six years.

<b>Carried Unanimously</b>
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**8.2 Appreciation for service to the Panel from Cr Kirsty Parkin**

Moved Cr Mark Osterstock  
S/- Paula Davies

PRP22/20

That the CEO Performance Review Panel resolves to thank Panel Member Cr Kirsty Parkin for her service and contribution to the Panel over the last two years.

<b>Carried Unanimously</b>
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**9. QUESTIONS WITHOUT NOTICE**

Nil

**10. CONFIDENTIAL ITEMS**

Nil

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Presiding Member \_\_\_\_\_

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**11. NEXT MEETING**

Moved Paula Davies  
S/- Cr Nathan Daniell

PRP23/20

That the CEO Performance Review Panel resolves to revoke the previous resolution (PRP4/20) for the next scheduled meeting on Thursday 25 February 2021 and to delegate to the Presiding Member to determine the date of the next meeting.

Carried
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**12. CLOSE MEETING**

The meeting closed at 7.05pm.

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Presiding Member \_\_\_\_\_