

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 17 FEBRUARY 2022
63 MT BARKER ROAD STIRLING**

In Attendance

Presiding Member: Cr Mark Osterstock

Members:

Ms Janet Miller	Independent Member
Mayor Jan-Claire Wisdom	
Cr Nathan Daniell	
Cr Chris Grant	

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 6.00pm.

1.1. Acknowledgement of Country

Council acknowledges that we meet on the traditional lands and waters of the Peramangk and Kurna people. We pay our respects to Elders past, present and emerging as the Custodians of this ancient and beautiful land. Together we will care for this country for the generations to come.

2. APOLOGIES/LEAVE OF ABSENCE

2.1 Apology

Nil

2.2 Leave of Absence

Nil

2.3 Absent

Nil

Presiding Member _____ 12 May 2022

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3. MINUTES OF PREVIOUS MEETINGS

3.1 CEO Performance Review Panel Meeting – 11 November 2021

Moved Cr Nathan Daniell
S/- Cr Chris Grant

PRP1/22

That the minutes of the CEO Performance Review Panel meeting held on 11 November 2022 as distributed, be confirmed as an accurate record of the proceedings of that meeting

Carried

4. PRESIDING MEMBER'S OPENING COMMENTS

Welcome to the last calendar year of the Panel for the Elected Members. Hoped all Members had a happy Christmas and New Year. Looking forward to Panel's deliberations in 2022.

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

7.1 Status of 2021-22 CEO Performance Targets

Moved Mayor Jan-Claire Wisdom
S/- Janet Miller

PRP2/22

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

Carried

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7.2 CEO Performance Review Process and Schedule 2022

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

PRP3/22

The CEO Performance Review Panel resolves:

1. That the report be received and noted.
2. To recommend to Council to undertake the 2022 CEO Performance Review and Remuneration Review using an external consultant.
3. To recommend to Council that the 2022 CEO Performance Review Panel Meeting and Process Schedule – External (Caretaker Period) as contained in Appendix 2, be adopted and the CEO PRP Presiding Member be delegated to amend the Process Schedule meeting/workshop dates as required in consultation with the Administration.

Carried

7.3 Remuneration Tribunal Submission on CEO Remuneration

Moved Cr Chris Grant
S/- Mayor Jan-Claire Wisdom

PRP4/22

The CEO Performance Review Panel resolves:

1. That the report be received and noted
2. To suspend formal meeting procedure for the purposes of workshopping matters to be incorporated into the Council's submission to the Remuneration Tribunal of South Australia's 2022 Review of Local Government CEO Minimum and Maximum Remuneration.

Carried

8. MOTIONS WITHOUT NOTICE

Nil

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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 Thursday 12 May 2022, from 6.00pm at 63 Mt Barker Road Stirling.

12. CLOSE MEETING

The meeting closed at 7.17pm.