

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 12 MAY 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 6.02pm.

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 _____ 7 July 2022

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3. MINUTES OF PREVIOUS MEETINGS

3.1 CEO Performance Review Panel Meeting – 17 February 2022

Moved Mayor Jan-Claire Wisdom

S/- Cr Chris Grant

PRP5/22

That the minutes of the CEO Performance Review Panel meeting held on 17 February 2022 as distributed, be confirmed as an accurate record of the proceedings of that meeting

Carried

4. PRESIDING MEMBER'S OPENING COMMENTS

Cr Mark Osterstock welcomed everyone and wished all Members and their families good health and thanked them for their attendance.

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 CEO Performance Targets 2021-22 Update

Moved Mayor Jan-Claire Wisdom

S/- Cr Nathan Daniell

PRP6/22

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

Carried

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7.2 CEO Proposed Performance Targets 2022-23

**Moved Janet Miller
S/- Cr Nathan Daniell**

PRP7/22

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted**
- 2. To recommend to Council the adoption of the proposed 2022-2023 CEO Performance Targets as per *Appendix 1* with:**
 - a. The inclusion of a Fabrik Building Redevelopment Performance Target to replace the Local Governance Election Support and Council-elect Induction Performance Target; and**
 - b. Minor amendments to the other proposed Performance Targets to clarify outcomes and timeframes**

Carried

8. MOTIONS WITHOUT NOTICE

Nil

9. QUESTIONS WITHOUT NOTICE

Nil

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10. CONFIDENTIAL ITEMS

RELEASED 24 MAY 2022

10.1 Advice on Consultant – Exclusion of the Public

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

PRP8/22

Pursuant to section 90(2) of the *Local Government Act 1999* the CEO Performance Review Panel (the Panel) orders that all members of the public, except:

- CEO, Andrew Aitken
- Executive Manager Governance & Performance, Lachlan Miller
- Executive Manager Organisational Development, Megan Sutherland

be excluded from attendance at the meeting for Agenda Item 10.1: (Advice on preferred Consultant to undertake the CEO Performance and Remuneration Reviews) in confidence.

The Panel is satisfied that it is necessary that the public, with the exception of Council staff in attendance as specified in (a) above, be excluded to enable the Panel to consider the report at the meeting on the following grounds:

Section 90(3)(d) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) that would, on balance, be contrary to the public interest, the disclosure of which could reasonably be expected to prejudice the commercial position of the business which supplied the information and to confer a commercial advantage on a third party.

Accordingly, on this basis the principle that meetings of the Panel should be conducted in a place open to the public has been outweighed by the need to keep the information and discussion confidential.

Carried Unanimously

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RELEASED 24 MAY 2022

10.1.1 Advice on Consultant – Confidential Item

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

PRP9/22

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted**
- 2. To recommend to Council that McArthur (SA) Pty Ltd be appointed to undertake the CEO performance and remuneration review for 2021-2022.**

Carried

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RELEASED 24 MAY 2022

10.1.2 Advice on Consultant – Duration of Confidentiality

Moved Cr Nathan Daniell
S/- Cr Chris Grant

PRP10/22

Subject to the CEO, or his delegate, disclosing information or any document (in whole or in part) for the purpose of implementing Council's decision(s) in this matter in the performance of the duties and responsibilities of office, Council, having considered Agenda Item 10.1 in confidence under sections 90(2) and 90(3)(d) of the *Local Government Act 1999*, resolves that an order be made under the provisions of sections 91(7) and (9) of the *Local Government Act 1999* to retain the Items in confidence as detailed in the Duration of Confidentiality Table below:

Item	Duration of Confidentiality NB: Item to be reviewed every 12 months if not released
Report	Until the consultant is appointed by Council and the consultancy contract entered into.
Related Attachments	Until the consultant is appointed by Council and the consultancy contract entered into.
Minutes	Until the consultant is appointed by Council and the consultancy contract entered into.
Other	NIL

Carried

11. NEXT MEETING

The next ordinary meeting of the CEO Performance Review Panel will be held on Thursday 7 July 2022 from 6.00pm at 63 Mt Barker Road Stirling.

(Administrative Note: the next meeting was held on 21 July 2022)

Presiding Member _____ 7 July 2022

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12. CLOSE MEETING

The meeting closed at 7.57 pm.