

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF SPECIAL MEETING
FRIDAY 10 NOVEMBER 2023
63 MT BARKER ROAD STIRLING**

In Attendance

Presiding Member: Cr Chris Grant

Members:

Ms Janet Miller	Independent Member
Mayor Jan-Claire Wisdom	
Cr Nathan Daniell	
Cr Kirsty Parkin	

In Attendance:

Ms Anne Pett	Minute Secretary
Ms Jody Atkins	Technical Support
Cr Mark Osterstock	Observer

1. COMMENCEMENT

The meeting commenced at 12.40pm.

2. OPENING STATEMENT

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.

3. APOLOGIES/LEAVE OF ABSENCE

Apology

Nil

Leave of Absence

Nil

Absent

Nil

4. PRESIDING MEMBER'S OPENING COMMENTS

Nil

Presiding Member _____ 14 December 2023

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5. DELEGATION OF AUTHORITY

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

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

Nil

7. OFFICER REPORTS – DECISION ITEMS

Nil

8. MOTIONS WITHOUT NOTICE

Nil

9. QUESTIONS WITHOUT NOTICE

Nil

10. CONFIDENTIAL ITEMS

10.1 Appointment of Consultant to undertake CEO Probationary Review Process – Exclusion of the Public

Moved Kirsty Parkin
S/- Janet Miller

PRP22/23

Pursuant to Sections 90(2) and 90(3)(a) and (h) of the Act, the Presiding Member of the CEO Performance Review Panel orders that all members of the public except:

- Anne Pett, Minute Secretary
- Jody Atkins, Technical Support
- Cr Mark Osterstock, Observer

be excluded from attendance at the meeting for Agenda Item 10.1 (Appointment of Consultant to undertake CEO Probationary Review Process) in confidence.

The Committee is satisfied that it is necessary that the public, with the exception as specified above, be excluded to enable consideration of the report at the meeting on the following grounds:

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- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) specifically, the present matter relates to the CEO Probation Review Process and it would be unreasonable at this stage to disclose that information;
- legal advice from Norman Waterhouse Lawyers.

Accordingly, on this basis, the principle that meetings of CEO PRP 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

10.2 Appointment of Consultant to undertake CEO Probationary Review Process – Confidential Item

10.3 CEO Probationary Review Process – Duration of Confidentiality

Moved Cr Nathan Daniell

S/- Mayor Jan-Claire Wisdom

PRP24/23

Pursuant to Section 91(7) of the Act, the Chief Executive Officer Performance Review Panel orders the disclosing of information or any document (in whole or in part) for the purpose of implementing the decision(s) in this matter in the performance of the duties and responsibilities of office, CEO PRP having considered Agenda Item 10.1 in confidence under sections 90(2) and 90(3)(a) and (h) 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 further order or at least annually in accordance with Legislation
Related Attachments	Until further order or at least annually in accordance with Legislation

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Item	Duration of Confidentiality NB: Item to be reviewed every 12 months if not released
Minutes	Until further order or at least annually in accordance with Legislation
Other (including legal advice from Norman Waterhouse Lawyers relating to this matter)	Until further order or at least annually in accordance with Legislation

Pursuant to section 91(9)(c) of the Local Government Act 1999, the Council delegates the power to revoke the confidentiality order either partially or in full to the Chief Executive Officer.

11. 11. NEXT MEETING

The next CEO Performance Review Panel meeting will be held on 14 December 2023 from 6.00pm at 63 Mt Barker Road Stirling.

12. 12. CLOSE MEETING

The meeting closed at 1.10pm