

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
WEDNESDAY 18 DECEMBER 2024
63 Mount Barker Rd Stirling**

In Attendance

Presiding Member: The position of Presiding Member was vacant

Members:

Cr Lucy Huxter	
Cr Melanie Selwood	
Cr Kirsty Parkin	
Cr Adrian Cheater	
Ms Vanessa Godden	Independent Member

In Attendance:

Dr Zoë Gill	Executive Governance Officer
Greg Georgopoulos	Chief Executive Officer
Collette Ordish	HR Consultant, Perks People Solutions
Michael Kelledy	Lawyer, Kelledy Jones (virtual attendance)

1. COMMENCEMENT

The meeting commenced at 6:00pm.

With leave of the meeting Cr Melanie Selwood presided at the meeting.

OPENING STATEMENT

Council acknowledges that we meet on the traditional lands and waters of the Peramangk and Kaurna 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

3.1 Apology

Nil

3.2 Leave of Absence

Nil

Presiding Member _____ 5 February 2025

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3.3 Absent

Nil

3. MINUTES OF PREVIOUS MEETINGS

4.1 CEO Performance Review Panel Meeting – 18 September 2024

Moved Cr Lucy Huxter
S/- Cr Kirsty Parkin

PRP 43/24

That the minutes of the CEO Performance Review Panel meeting held on 18 September 2024 as distributed, be confirmed as an accurate record of the proceedings of that meeting

Carried Unanimously

4. PRESIDING MEMBER'S OPENING COMMENTS

Nil

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

Nil

8. MOTIONS WITHOUT NOTICE

Nil

9. QUESTIONS WITHOUT NOTICE

Nil

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10. CONFIDENTIAL ITEMS

10.1 CEO Key Performance Indicators – Exclusion of the Public

Moved Cr Lucy Huxter
S/- Cr Adrian Cheater

PRP 44/24

The Committee resolves:

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:

- Greg Georgopoulos, Chief Executive Officer
- Zoë Gill, Executive Governance officer
- Collette Ordish, HR Consultant, Perks People Solutions
- Michael Kelledy, Lawyer, Kelledy Jones

be excluded from attendance at the meeting for Agenda Item 10.1: Key Performance Indicators Report in confidence.

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

Section 90(3) (a) of the Local Government Act 1999, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

Accordingly, on this basis the principle that meetings of the Panel should be conducted in a place open to the public

Carried Unanimously

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10.1.1 CEO Key Performance Indicators – Confidential Item

The CEO provided a self-assessment presentation to the Panel to provide evidentiary based insights into progress towards achievements against each of the KPIs.

At the end of the presentation, the CEO left the meeting, and the Panel had a robust discussion to collectively evaluate the CEO's progress towards performance against each of the KPIs.

The CEO was invited to return to the meeting and Deputy Mayor Selwood and the HR consultant led the Panel in providing a summary of the feedback from the Panel.

**Moved Cr Lucy Huxter
S/- Cr Adrian Cheater**

PRP 45/24

The Committee resolves:

- 1. That the report be received and noted.**
- 2. That the KPI Progress Review – December 2024 report be provided to Council.**

Carried Unanimously

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10.1.2 CEO Key Performance Indicators – Duration of Confidentiality

Moved Cr Kirsty Parkin
S/- Cr Huxter

PRP 46/24

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)(a) 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
Related Attachments	Until further Order
Minutes	Until further Order
Other (presentation, documents, or similar)	Until further Order

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.

Carried Unanimously

8.55 PM – With leave of the meeting, the Deputy Mayor adjourned the meeting for 2 minutes.

8.57 PM – The meeting resumed.

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10.2 2024 CEO Remuneration Review Process – Exclusion of the Public

Moved Ms Vanessa Godden
S/- Cr Kirsty Parkin

PRP 47/24

The Committee resolves:

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:

- Greg Georgopoulos, Chief Executive Officer
- Zoë Gill, Executive Governance officer
- Michael Kelledy, Lawyer, Kelledy Jones

be excluded from attendance at the meeting for Agenda Item 10.2 (2024 CEO Remuneration Review Process) 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) (a) of the Local Government Act, the information to be received, discussed or considered in relation to this Agenda Item is Information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

Accordingly, on this basis the principle that meetings of the Panel should be conducted in a place open to the public

Carried Unanimously

9.00pm Collette Ordish left the meeting and did not return.

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10.2.1 2024 CEO Remuneration Review Process – Confidential Item

The QIP provided advice that the CEO's TEC Package fell short of the legislated range determined by the South Australian Remuneration Tribunal.

The Panel discussed the remuneration review, noting that the legislated range is very narrow. It noted that the Independent Member was a qualified HR expert and could provide advice to the Panel regarding this review. For this reason, the Panel concluded it would be unnecessary to engage an external consultant.

Decision 1 –CEO's current TEC package

**Moved Cr Adrian Cheater
S/- Cr Kirsty Parkin**

PRP 48/24

The Committee resolves:

- 1. To note that the CEO's current Total Employment Cost (TEC) Package is outside the range determined by the South Australian Remuneration Tribunal.**
- 2. To recommend to Council that the CEO's TEC Package be amended to be at the minimum of the legislated range from the commencement date of the South Australian Remuneration Tribunal's Determination (1 July 2023).**
- 3. To recommend to Council that administration review remuneration provided to acting CEOs and make consequential reimbursements as required.**

Carried Unanimously

9:17pm Michael Kelledy left the meeting and did not return.

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Decision 2 – remuneration review

**Moved Cr Adrian Cheater
S/- Ms Vanessa Godden**

PRP 49/24

The Committee resolves:

- 1. That the report be received and noted.**
- 2. To note that clause 18.1 of the Chief Executive Officer’s Employment Agreement provides for an annual review of the Total Employment Cost (TEC) Package within one month of the performance review process.**
- 3. To note that the 2024 CEO Remuneration Review has been delayed due to delays in the CEO Performance Review.**
- 4. To recommend to Council that the 2024 CEO Remuneration Review is undertaken by the Panel, supported by the independent member.**
- 5. To recommend to Council the Remuneration Review Process contained within this report, with amendments to not engage an external consultant.**
- 6. To recommend to Council that administration seek advice on the implications of the delayed 2024 CEO Remuneration Review and provide a report to Council on the options available to Council prior to the 2024 CEO Remuneration Review.**

Carried Unanimously

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10.2.3 2024 Remuneration Review – Duration of Confidentiality

Moved Cr Kirsty Parkin
S/- Cr Lucy Huxter

PRP 50/24

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 10.2 in confidence under sections 90(2) and 90(3)(a) 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
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Other (presentation, documents, or similar)	Until further order

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.

Carried Unanimously

11. NEXT MEETING

The next ordinary meeting of the CEO Performance Review Panel will be held on 5 February 2025 from 6.00pm at 63 Mt Barker Road Stirling.

12. CLOSE MEETING

The meeting closed at 9.35pm.