

**ADELAIDE HILLS COUNCIL  
CEO PERFORMANCE REVIEW PANEL COMMITTEE  
MINUTES OF MEETING  
THURSDAY 11 JULY 2019  
63 MT BARKER ROAD STIRLING**

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In Attendance

**Presiding Member:** Cr Mark Osterstock

**Members:**

Ms Paula Davies	Independent Member
Mayor Jan-Claire Wisdom	
Cr Nathan Daniell	
Cr Kirsty Parkin	

In Attendance:

Andrew Aitken	Chief Executive Officer
Megan Sutherland	Executive Manager Organisational Development
Steven Watson	Acting Executive Manager Governance & Performance Minute Taker

**1. COMMENCEMENT**

The meeting commenced at 6.02 pm

**2. APOLOGIES/LEAVE OF ABSENCE**

**2.1 Apology**

Cr Nathan Daniell

**2.2 Leave of Absence**

Mayor Wisdom – 01 - 12 August 2019

**2.3 Absent**

Nil

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Presiding Member \_\_\_\_\_ 08 August 2019

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**3. MINUTES OF PREVIOUS MEETINGS**

**3.1 CEO Performance Review Panel Meeting – 20 June 2019**

Moved Mayor Jan-Claire Wisdom

S/- Cr Kirsty Parkin

PRP9/19

That the minutes of the CEO Performance Review Panel meeting held on 20 June 2019 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**

**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**

**6.1 Nil**

**7. OFFICER REPORTS – DECISION ITEMS**

**7.1 2018-2019 CEO Performance Targets**

Moved Mayor Jan-Claire Wisdom

S/- Paula Davies

PRP10/19

1. That the report be received and noted.
2. That the Panel recommends to Council that the CEO has achieved the outcomes of the 2018-2019 CEO Performance Targets per Attachment 1.

<b>Carried</b>
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**7.2 Proposed 2019-2020 CEO Performance Targets**

Moved Paula Davies

S/- Mayor Jan-Claire Wisdom

PRP11/19

The CEO Performance Review Panel resolves:

1. That the report be received and noted
2. The CEO amend Appendix 1, Target 6 to:  
*'Develop a draft Community & Recreation Facilities Framework (including financial implications) for consideration by Council based on an approach that has consistency, equity and shared responsibility.'*
3. To recommend to Council to adopt the proposed 2019-2020 CEO Performance Targets per Appendix 1.

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

Nil

**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 **08 August 2019, from 6.00pm** at 63 Mt Barker Road Stirling.

**12. CLOSE MEETING**

The meeting closed at 6.46pm