

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 4 JUNE 2020
63 MT BARKER ROAD STIRLING**

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
Lachlan Miller	Executive Manager Governance & Performance
Megan Sutherland	Executive Manager Organisational Development

1. COMMENCEMENT

The meeting commenced at 6.03pm

2. APOLOGIES/LEAVE OF ABSENCE

2.1 Apology

Nil

2.2 Leave of Absence

Nil

2.3 Absent

Nil

Presiding Member _____ 9 July 2020

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3. MINUTES OF PREVIOUS MEETINGS

3.1 CEO Performance Review Panel Meeting – 9 April 2020

Moved Mayor Jan-Claire Wisdom

S/- Cr Nathan Daniell

PRP 5/20

That the minutes of the CEO Performance Review Panel meeting held on 9 April 2020 as distributed, be confirmed as an accurate record of the proceedings of that meeting

Carried

4. PRESIDING MEMBER'S OPENING COMMENTS

The Presiding Member welcomed the Panel members and expressed his appreciation to be meeting in the Chamber and his hope that the COVID-19 restrictions will abate further in the near future.

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 2019 – 2020 CEO Performance Targets Update

Moved Mayor Jan-Claire Wisdom

S/- Paula Davies

PRP 6/20

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

Carried

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7.2 Proposed 2020 – 2021 CEO Performance Targets

Moved Cr Kirsty Parkin
S/- Paula Davies

PRP 7/20

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

Carried

7.3 Adjournment

Moved Cr Kirsty Parkin
S/- Mayor Jan-Claire Wisdom

PRP 8/20

That the meeting be adjourned for 15 minutes.

Carried

The meeting was adjourned at 7.11pm

The meeting resumed at 7.30pm

8. MOTIONS WITHOUT NOTICE

Nil

9. QUESTIONS WITHOUT NOTICE

Nil

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10. CONFIDENTIAL ITEMS

**10.1 Advice on preferred Consultant to undertaken CEO Performance & Remuneration Review
– Exclusion of the Public**

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

9/20

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:

- Executive Manager Governance and 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 Review) 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)(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

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**10.1.1 Advice on preferred Consultant to undertake CEO Performance & Remuneration Review
– Confidential Item**

Moved Mayor Jan-Claire Wisdom

S/- Cr Nathan Daniell

PRP 10/20

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted.**
- 2. To advise the Administration that Morton Philips is the Panel's preference to undertake the CEO performance and remuneration review for 2019/2020.**

Carried

11. NEXT MEETING

The next ordinary meeting of the CEO Performance Review Panel will be held on 9 July 2020 at 63 Mt Barker Road Stirling.

12. CLOSE MEETING

The meeting closed at 7.50pm.