

**ADELAIDE HILLS COUNCIL  
CEO PERFORMANCE REVIEW PANEL COMMITTEE  
MINUTES OF MEETING  
THURSDAY 9 JULY 2020  
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	

In Attendance:

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

**1. COMMENCEMENT**

The meeting commenced at 6.00pm.

**2. APOLOGIES/LEAVE OF ABSENCE**

**2.1 Apology**

Nil

**2.2 Leave of Absence**

Nil

**2.3 Absent**

Cr Nathan Daniell  
Cr Kirsty Parkin

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Presiding Member \_\_\_\_\_ 3 September 2020

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**3. MINUTES OF PREVIOUS MEETINGS**

**3.1 CEO Performance Review Panel Meeting – 4 June 2020**

Moved Mayor Wisdom  
S/- Paula Davies

PRP11/20

That the minutes of the CEO Performance Review Panel meeting held on 4 June 2020 as distributed, be confirmed as an accurate record of the proceedings of that meeting.

Carried
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**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**

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**7.1 2019-2020 CEO Performance Targets Update**

Moved Paula Davies

S/- Mayor Jan-Claire Wisdom

PRP12/20

The CEO Performance Review Panel resolves:

1. That the report be received and noted
2. To recommend to Council that the CEO has achieved the following status in relation to the 2019-20 CEO Performance Targets:

Target 1 – Completed

Target 2 – Completed

Target 3 – Completed

Target 4 – Deferred by Council decision

Target 5 – Completed

Target 6 – Completed modified target by Council decision

<b>Carried</b>
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**7.2 Proposed 2020-2021 CEO Performance Targets**

Moved Mayor Jan-Claire Wisdom

S/- Paula Davies

PRP13/20

The CEO Performance Review Panel resolves:

1. That the report be received and noted
2. To recommend to Council the adoption of the proposed 2020-2021 CEO Performance Targets as per *Appendix 1*.

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

Nil

**9. QUESTIONS WITHOUT NOTICE**

Nil

**10. OTHER BUSINESS**

The CEO advised the Panel of his recent appointment to the Belair Community Reference Group - Former Belair Golf Course Precinct Master Plan by the Minister for Environment and Water, David Spiers MP.

The CEO further advised the Panel of his other current appointments being:

- Adelaide Hills Tourism Board
- Southern and Hills Local Government Association
- CEO Advisory Group - advice to the Local Government Association

**11. CONFIDENTIAL ITEMS**

Nil

**12. NEXT MEETING**

The next ordinary meeting of the CEO Performance Review Panel will be held on Thursday 3 September 2020 at 63 Mt Barker Road Stirling.

**13. CLOSE MEETING**

The meeting closed at 6.50pm.