



CEO PERFORMANCE REVIEW PANEL

NOTICE OF MEETING

To: **Members**

Cr Mark Osterstock, Presiding Member

Mayor Jan-Claire Wisdom

Cr Nathan Daniell

Cr Chris Grant

Ms Janet Miller, Independent Member

Notice is given pursuant to the provisions under Section 87 of the *Local Government Act 1999* that the next meeting of the CEO Performance Review Panel will be held on:

**Thursday 3 June 2021
6.00pm
63 Mt Barker Road Stirling**

A copy of the Agenda for this meeting is supplied under Section 87 of the Act.

Committee meetings are open to the public and members of the community are welcome to attend. Public notice of the Agenda for this meeting is supplied under Section 88 of the Act.

Andrew Aitken
Chief Executive Officer



CEO PERFORMANCE REVIEW PANEL

AGENDA FOR MEETING
Thursday 3 June 2021
6.00pm
63 Mt Barker Road Stirling

ORDER OF BUSINESS

1. COMMENCEMENT

- 1.1. Acknowledgement of Country

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.

2. APOLOGIES/LEAVE OF ABSENCE

- 2.1. Apology
Apologies were received from
- 2.2. Leave of Absence
- 2.3. Absent

3. MINUTES OF PREVIOUS MEETINGS

CEO Performance Review Panel – 18 March 2021

That the minutes of the CEO Performance Review Panel meeting held on 18 March 2021 as supplied, be confirmed as an accurate record of the proceedings of that meeting.

4. PRESIDING MEMBER'S OPENING REMARKS

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 PANEL

7. OFFICER REPORTS – DECISION ITEMS

- 7.1. 2020 – 2021 CEO Performance Targets Update
The CEO Performance Review Panel resolves that the report be received and noted.
- 7.2. Proposed 2021 - 2022 CEO Performance Targets
1. *That the report be received and noted*
 2. *To recommend to Council the adoption of the proposed 2021-2022 CEO Performance Targets as per Appendix 1.*

8. MOTIONS WITHOUT NOTICE

9. QUESTIONS WITHOUT NOTICE

10. CONFIDENTIAL ITEMS
Nil

11. NEXT MEETING

The next CEO Performance Review Panel meeting will be held on Thursday 8 July 2021, from 6.00pm at 63 Mt Barker Road, Stirling

12. CLOSE MEETING

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 18 MARCH 2021
63 MT BARKER ROAD STIRLING**

In Attendance

Presiding Member: Cr Mark Osterstock

Members:

Ms Janet Miller	Independent Member
Mayor Jan-Claire Wisdom	
Cr Nathan Daniell	
Cr Chris Grant	

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 6.02pm

2. APOLOGIES/LEAVE OF ABSENCE

2.1 Apology

Nil

2.2 Leave of Absence

Nil

2.3 Absent

Nil

Presiding Member _____ 3 June 2021

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 18 MARCH 2021
63 MT BARKER ROAD STIRLING**

3. MINUTES OF PREVIOUS MEETINGS

3.1 CEO Performance Review Panel Meeting – 14 November 2020

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

PRP1/21

That the minutes of the CEO Performance Review Panel meeting held on 14 November 2020 as distributed, be confirmed as an accurate record of the proceedings of that meeting

Carried

4. PRESIDING MEMBER'S OPENING COMMENTS

Acknowledgement of Country

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.

The Presiding Member welcomed the new members to the Panel, Janet Miller and Cr Chris Grant. Each of the members gave a brief biography.

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 2020-2021 CEO Performance Targets Update

**Moved Mayor Jan-Claire Wisdom
S/- Cr Chris Grant**

PRP2/21

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

Carried

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
THURSDAY 18 MARCH 2021
63 MT BARKER ROAD STIRLING**

7.01pm Cr Mark Osterstock left the meeting. Mayor Jan-Claire Wisdom assumed the chair.

7.2 CEO Performance Review Panel Determination and Schedule for 2021

Moved Cr Chris Grant

S/- Cr Nathan Daniell

PRP3/21

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted**
- 2. To recommend to Council to undertake the 2021 CEO Performance Review using an internal process and utilise a consultant to undertake the remuneration package review.**
- 3. To adopt the 2021 CEO Performance Review Panel Internal Process and Meeting Schedule as contained in Appendix 1 with the meetings to commence at 6.00pm and the CEOPRP Presiding Member be delegated to amend the Process Schedule as required in consultation with the Administration.**

Carried

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 at 6.00pm on Thursday 3 June 2021 at 63 Mt Barker Road Stirling.

12. CLOSE MEETING

The meeting closed at 7.27pm.

ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL MEETING
Thursday 3 June 2021
AGENDA BUSINESS ITEM

Item: 7.1

Responsible Officer: Andrew Aitken
Chief Executive Officer
Office of the Chief Executive

Subject: 2020-2021 CEO Performance Targets Update

For: Information

SUMMARY

The role of the Chief Executive Officer (CEO) Performance Review Panel (the Panel) includes reviewing the performance of the CEO, in particular the performance against the agreed Performance Targets and to undertake a review of the CEO's Performance Targets to ensure they remain relevant, achievable and aligned to Council's strategic objectives.

This report provides the latest update on activities against the 2020-2021 Performance Targets.

RECOMMENDATION

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

1. GOVERNANCE

➤ **Strategic Management Plan/Functional Strategy/Council Policy Alignment**

Strategic Plan 2020-24 – A brighter future

Goal Organisation

Objective O5 We are accountable, informed, and make decisions in the best interests of the whole community.

Priority O5.3 Demonstrate accountability through robust corporate planning and reporting that enhances performance, is relevant and easily accessible by the community.

The requirement for the Panel to undertake regular review of performance against the agreed CEO Performance Targets enables accountability to be demonstrated and any decisions on changes to performance targets to be actively managed.

➤ **Legal Implications**

The CEO Performance Review Panel is a Section 41 Committee of Council under the *Local Government Act 1999*.

This report summarises progress against the established and agreed Performance Targets for 2020-2021, and forms part of the performance review process to ensure the CEO is provided with a fair and consistent performance review process that would stand up under scrutiny.

➤ **Risk Management Implications**

Regular reporting and monitoring of progress against the CEO Performance Targets via the panel is one of the controls that will assist in mitigating the risk of:

Deficient CEO performance review practices resulting in a lack of accountability and loss of stakeholder confidence.

Inherent Risk	Residual Risk	Target Risk
Medium (3C)	Low (2D)	Low (2D)

Non-achievement of CEO Performance Targets resulting in loss of community benefit and/or opportunities and/or stakeholder confidence.

Inherent Risk	Residual Risk	Target Risk
High (3B)	Medium (3C)	Medium (3C)

➤ **Financial and Resource Implications**

There are no financial or resource implications in reporting on projects against the CEO Performance Targets.

➤ **Customer Service and Community/Cultural Implications**

There is a community expectation that the CEO will manage the organisation's human, financial and physical resources to ensure the best outcomes for the community.

There is a community expectation that the CEO is accountable for, and performs against, the agreed Performance Targets.

➤ **Sustainability Implications**

Not applicable.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation has been undertaken with the following people or groups on the progress achieved against the performance targets (see **Appendix 1**):

Council Committees: Not applicable

Council Workshops: Not applicable

Advisory Groups: Not applicable

Administration: Director Community Capacity
Director Corporate Services
Executive Manager Organisational Development
Executive Manager Governance and Performance
Manager Communications, Engagement and Events
Sport and Recreation Planner
Manager Sustainability, Waste and Emergency Management
Manager Information Services
Manager Community Development
Manager Open Space

External Agencies: Not applicable

Community: Not applicable

2. BACKGROUND

The purpose of this report is to provide an update to the Panel on the work achieved against each of the CEO's Performance Targets. This activity is defined in the Panel's Terms of Reference contained in the Specific Functions clauses and specifically Clause 3.1.2.

3. SPECIFIC FUNCTIONS

- 3.1 The function of the Panel is to provide advice to Council on the CEO's performance and development, including the following matters:
 - 3.1.1 Determining the Performance Targets for the forthcoming 12 month performance period;
 - 3.1.2 Monitoring the progress on the CEO's agreed Performance Targets for the current 12 month performance period;
 - 3.1.3 Reviewing the CEO's performance over the preceding 12 month performance period, in particular the performance against the agreed Performance Targets and position description requirements;
 - 3.1.4 Identifying development opportunities for the CEO; and
 - 3.1.5 Reviewing the remuneration and conditions of employment of the CEO.

Council adopted a new suite of CEO Performance Targets on 28 July 2020 covering the 2020-2021 financial year.

12.11 CEO Performance Target Finalisation and Proposed 2020 – 2021 Performance Targets

Moved Cr Mark Osterstock
S/- Cr Pauline Gill

150/20

Council resolves:

1. That the report be received and noted
2. That the CEO has achieved the following outcomes 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
3. To adopt the proposed 2020-2021 CEO Performance Targets recommended by the Panel as per *Appendix 2*.

Carried unanimously

3. ANALYSIS

This item provides the opportunity for the CEO to update the Panel on the progress against the 2020-2021 CEO Performance Targets to date and identify any issues for consideration. This enables the Panel to undertake an interim analysis of the CEO Performance Targets with a view to reviewing priorities and existing timeframes, if required.

Two items are being put forward as complete (refer *Appendix 1*):

3. Kerbside Waste Audit and Education program
5. Carbon Inventory.

4. OPTIONS

The Panel has the following options:

- I. That the report be received and noted (*Recommended*).
- II. To recommend to Council the status of the 2020-2021 CEO Performance Targets as per the recommendation. (*Recommended*)
- III. That the Panel makes alternative/additional recommendations to Council relating to the status of the 2020-2021 CEO Performance Targets. (*Not Recommended*)

5. APPENDIX

- (1) 2020-2021 CEO Performance Targets Update – June 2021

Appendix 1

2020-2021 CEO Performance Targets – June 2021

2020-2021 CEO PERFORMANCE TARGETS UPDATE – JUNE 2021

	Strategic Plan Priority	Performance Target	Comment/Update
1.	<p>C2.1 – Work with community to provide a range of programs and opportunities to connect and engage around shared interests.</p> <p>C2.4 – Increase participation from the broadest range of our community and engage with them to shape policies, places and decisions that affect them.</p>	<p>Community Perception & Engagement Survey</p> <p>Undertake a community perception and engagement survey and present an action plan of identified improvement opportunities to Council Members. The survey will seek input from a range of community members (including those who normally engage with us and those who don't) to identify how Council is perceived and how our community prefers to engage with us. It will also inform the development of wellbeing and engagement related performance measures. Incentives to encourage community members to participate will also be explored. Also consider opportunities to use the survey to educate people on how Council functions.</p>	<p>COMPLETED</p> <p>The community perception and engagement survey was undertaken in late 2020 with the results subsequently analysed and presented, with an action plan, to Council Members in March 2021. A public summary document is currently being finalised.</p>
2.	<p>C4.4 – Support clubs and groups to continue to provide sport and recreation activities to the community.</p>	<p>Community & Recreation Facilities Framework</p> <p>Develop a draft Community & Recreation Facilities Framework for final (Stage 3) consultation, for consideration by Council. The draft framework is to be based on an approach that has consistency, equity and shared responsibility.</p>	<p>Draft policy positions and service levels were presented for discussion to a Council Workshop in March 2021. A final draft will be workshopped with Council Members on 8 June and then taken to the 22 June 2021 Council Meeting for endorsement for community consultation.</p>
3.	<p>N5.1 – Encourage and educate the community to help minimise the generation of household waste by advocating the principles of the Waste Management</p>	<p>Kerbside Waste Audit and Education Program</p> <p>Complete a kerbside waste audit to inform and develop an ongoing education program and present to Council Members, with the aim of reducing recycling contamination levels and reducing waste to landfill.</p>	<p>COMPLETED</p> <p>Waste audits have been undertaken and a waste education program created to align with the audit findings. The education program was presented to the Elected Members at the Council Workshop held on 11 May 2021.</p>

2020-2021 CEO PERFORMANCE TARGETS UPDATE – JUNE 2021

	Hierarchy to avoid, reduce and reuse. N5.2 – Support and assist the community to prevent valuable resources going to landfill and reduce contamination in kerbside recycling bins.		
4.	O6.1 – Progressively strengthen Council’s systems security to minimise the impact of cyber attack.	Information System Cyber Security Plan Undertake a Cyber Security Audit, and develop a Cyber Security Plan to address matters raised in the audit, to minimise the impact of cyber-attack to Council’s network and systems.	<p>COMPLETED</p> <p>The audit has been undertaken and the development of the Cyber Security Plan has now been completed and was presented to the Audit Committee on 24 May 2021. It will also be presented to Council at its meeting on 22 June 2021.</p> <p>The Cyber Security Plan will implement and manage the ongoing operational Information Security Management System (ISMS) that adheres to the ISO/IEC 27001:2013 Information Security Management Standard (ISO 27001) and uses an appropriate subset of the South Australian Cyber Security Framework (SACSF) as specific security controls. Implementation of the plan is an 8 month project that is to commence in June 2021.</p>
5.	B3.2 – Aim to achieve 100% renewable energy use for our corporate operations and strive towards carbon neutrality.	Carbon Inventory Complete and present to Council Members an updated carbon inventory based on Climate Active (formerly National Carbon Offset Standard) emissions boundaries to support the implementation of the Corporate Carbon Management Plan.	<p>COMPLETED</p> <p>Carbon inventory report and a template suitable for the collection of Scope 3 carbon emissions have been completed and was presented to Council Members at the 20 April 2021 workshop.</p>

2020-2021 CEO PERFORMANCE TARGETS UPDATE – JUNE 2021

6.	O5.3 – Demonstrate accountability through robust corporate planning and reporting that enhances performance, is relevant and easily accessible by the community.	Recovery Action Plan Provide quarterly progress reports to Council on the implementation of the Council’s Bushfire Recovery Action Plan and initiatives supporting recovery from the COVID-19 pandemic.	Reports have been received by the Council at its September 2020, December 2020 and March 2021 meetings. The next, and final, quarterly report will be presented to Council at its 22 June 2021 meeting.
7.	C2.5 – Continue to work with government agencies and non-governmental organisations to support the community recovery from natural disasters and the COVID-19 pandemic.	Social and Economic Recovery – Community Ready Actively pursue opportunities to work with government and non-government partners on programs to assist communities and businesses develop resilience and readiness for future disasters. Include regular updates to Council as part of the quarterly Recovery Action Plan reporting.	<p>COMPLETED</p> <p>Following a range of agency discussions and a subsequent successful application for Commonwealth Funding, a Community Resilience Program has been established.</p> <p>The program’s primary government partner is the Country SA Primary Health Network. Two staff (1.6FTE) have been appointed to June 2022 in line with the funding and the program is now being rolled out with the assistance of other partners including Wellbeing SA, Australian Red Cross and child mental health not-for-profit, Emerging Minds.</p> <p>Council staff initiated and convened the Adelaide Hills Business Support Network to encourage a targeted and more coordinated approach to business recovery. Key initiatives arising from that included BizWeek Learning from Setbacks event and ongoing State Government business support services in the district beyond the formal recovery phase. Key partners include Department for Innovation and Skills and Rural Business Support.</p> <p>Further detail of the initiatives described herein is contained in the quarter recovery reports to Council.</p>

2020-2021 CEO PERFORMANCE TARGETS UPDATE – JUNE 2021

8.	E3.3 – Work with our local communities and businesses to create active, attractive and vibrant places.	Social, Economic and Environmental Recovery Engage with local communities and businesses in developing a Lobethal Bushland Park Masterplan. Present the draft masterplan to Council for its consideration.	<p>The Lobethal Bushland Park Draft Masterplan was presented to Council on 27 April 2021.</p> <p>At this meeting the Lobethal Bushland Park Draft Masterplan and Play Space Design Brief Consultation Outcomes Report was received and accepted, the Draft Masterplan was adopted and implementation of Stage 2 Engagement was endorsed.</p> <p>The results of Stage 2 Engagement and the final draft Masterplan will be presented to Council for its consideration on 22 June 2021.</p>
----	--	---	--

ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL MEETING
Thursday 3 June 2021
AGENDA BUSINESS ITEM

Item: 7.2

Responsible Officer: Andrew Aitken
Chief Executive Officer
Office of the Chief Executive

Subject: Proposed 2021-2022 CEO Performance Targets

For: Decision

SUMMARY

The Employment Agreement (the Agreement) between Council and the Chief Executive Officer (CEO) provides for a performance review process.

The CEO's Employment Agreement requires the review of the CEO's performance against the position description and any performance indicator(s).

The role of the CEO Performance Review Panel (the Panel) includes advice to Council on proposed performance targets for the forthcoming 12 months.

This report is to provide a recommendation to Council on the proposed 2021-2022 CEO Performance Targets (*Appendix 1*).

RECOMMENDATION

The CEO Performance Review Panel resolves:

1. That the report be received and noted
 2. To recommend to Council the adoption of the proposed 2021-2022 CEO Performance Targets as per *Appendix 1*.
-

1. GOVERNANCE

➤ **Strategic Management Plan/Functional Strategy/Council Policy Alignment**

Strategic Plan 2020-24 – A brighter future

Goal Organisation

Objective O5 We are accountable, informed, and make decisions in the best interests of the whole community

Priority O5.3 Demonstrate accountability through robust corporate planning and reporting that enhances performance, is relevant and easily accessible by the community.

Undertaking appropriate processes to ensure the CEO is set up for success, is well supported and has clear expectations, is critical to outcomes being achieved for the community and the organisation.

➤ **Legal Implications**

The CEO Performance Review Panel is a Section 41 of Committee of Council under the *Local Government Act 1999*.

This process needs to be undertaken appropriately to ensure the CEO is provided with a fair and consistent approach to determine appropriate performance targets, as the performance targets are used in the annual performance review process that directly affects decisions made in relation to the CEO, his performance and remuneration discussions.

➤ **Risk Management Implications**

The process of annually updating the CEO Performance Targets through Council decision and then reporting and monitoring them throughout the year via the Panel are some of the controls that will assist in mitigating the risk of:

Deficient CEO performance review practices resulting in a lack of accountability and loss of stakeholder confidence.

Inherent Risk	Residual Risk	Target Risk
Medium (3C)	Low (2D)	Low (2D)

Non-achievement of CEO Performance Targets resulting in loss of community benefit and/or opportunities and/or stakeholder confidence.

Inherent Risk	Residual Risk	Target Risk
High (3B)	Medium (3C)	Medium (3C)

➤ **Financial and Resource Implications**

There are no specific financial or resource implications in relation to this report, however the projects or initiatives linked to proposed performance targets will have their own respective financial and resource implications which (depending on the final project brief) has either been accommodated in the proposed Annual Business Plan 2021-22 or will be addressed in budget reviews.

➤ **Customer Service and Community/Cultural Implications-**

There is a community expectation that the CEO will manage the organisation's human, financial and physical resources to ensure they are utilised for the best outcomes for the community.

➤ **Sustainability Implications**

There are no identified sustainability implications in relation to this report however the projects that comprise the proposed performance targets have their own respective implications which may need to be accommodated.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the proposed Performance Targets has been undertaken with those listed below.

Council Committees: *Not applicable.*

Council Workshops: *Not applicable*

Advisory Groups: *Not Applicable*

Administration: Director Corporate Services
Director Community Capacity
Director Development and Regulatory Services
Director Infrastructure and Operations
Executive Manager Organisational Development
Executive Manager Governance and Performance

External Agencies: Not Applicable

Community: Not Applicable

2. BACKGROUND

CEO Performance Review Panel (the Panel)

The role of the Panel and its specific functions are contained in the Panel's Terms of Reference adopted by Council on 25 July 2017 and state the following:

3. SPECIFIC FUNCTIONS

- 3.1 The function of the Panel is to provide advice to Council on the CEO's performance and development, including the following matters:
 - 3.1.1 Determining the Performance Targets for the forthcoming 12 month performance period;
 - 3.1.2 Monitoring the progress on the CEO's agreed Performance Targets for the current 12 month performance period;
 - 3.1.3 Reviewing the CEO's performance over the preceding 12 month performance period, in particular the performance against the agreed Performance Targets and position description requirements;
 - 3.1.4 Identifying development opportunities for the CEO; and
 - 3.1.5 Reviewing the remuneration and conditions of employment of the CEO.

CEO Employment Agreement

The CEO's Employment Agreement commenced on 1 July 2019.

Clause 12 of the Agreement contains the provisions for a performance review process with the following key feature regarding performance indicators:

12.4 *The performance review will review the CEO's Position Description and any key performance indicators.*

CEO Performance Targets

Discussions have been undertaken with the Executive Leadership Team on proposed priority CEO Performance Targets for 2021-2022, with consideration given to alignment with Council's Strategic and Annual Business Plans to manage effective resourcing for the coming year.

3. ANALYSIS

The suite of Performance Targets for the CEO is used, along with the Position Description, to review his annual performance.

In finalising the 2021-2022 CEO Performance Targets (***Appendix 1***), the Panel may want to consider the degree to which the suite, when considered alongside the position description provides:

- an holistic indicator of CEO performance
- clarity in terms of what is to be measured (and what success looks like)
- how it will be measured.

The Performance Targets have been selected from strategic initiatives within the draft *2021-22 Annual Business Plan* (ABP). As such there is limited ability to alter the proposed Targets without a corresponding change to the draft ABP. It is also important to ensure the suite of Performance Targets is achievable over that coming year. It is recommended that the Panel, with the CEO, critically analyse the expectations on how many Performance Targets can realistically be prioritised over the 12 month period to ensure the CEO and organisation are being set up for success.

The desired outcome of this item is for the Panel to make recommendation to the Council on the proposed 2021-2022 CEO Performance Targets.

4. OPTIONS

The Panel has the following options:

- I. To recommend to Council to adopt the proposed 2021-2022 CEO Performance Targets per Appendix 1. (Recommended)
- II. To recommend to Council not to adopt the proposed 2021-2022 CEO Performance Targets with amendments. (Not recommended)
- III. To discuss an alternative suite of 2021-2022 CEO Performance Targets with Council, in consultation and agreement with the CEO. (Not recommended)

5. APPENDIX

- (1) Proposed 2021-2022 CEO Performance Targets

Appendix 1

Proposed 2021-2022 CEO Performance Targets

CEO Performance Targets 2021-2022 (Draft 27 May 2021)

Strategic Link	Performance Target	Description	Comment/Update
<p>O2001</p> <p>Strategic Priority O2.1 – Develop our digital channels to better meet customers’ current and future needs.</p> <p>Strategic Priority O2.2 – Modernise our services and enhance the customer experience by making service delivery faster, more convenient and more proactive.</p>	New Council website and e-services	Review and renew Council’s website with a focus on customer experience, content management and contemporary technology solutions. Present renewed website features and functionality to Council Members.	
<p>O5001</p> <p>Strategic Priority O2.4 – Continuously strive to measure and improve performance and service delivery across all functions.</p>	Service Review	Using the Service Review Framework (currently under development) complete an external service review. Present the service review report, recommendations, management responses and draft action plan to Council for its consideration.	
<p>New42</p> <p>Strategic Priority B4.1 – Ensure the long term management of the built form and public spaces occurs in consideration of the relevant financial, social and environmental management matters.</p>	Public Toilet Strategy	Undertake an audit of AHC public toilet facilities and develop a Public Toilet Strategy to guide future decisions about location, type and style of public toilet facilities. Present Public Toilet Strategy to Council for its consideration.	
For 2021-22 Annual Business Plan consideration	EOI: Development of Free Camping Sites	Prepare and complete an Expression of Interest (EOI) process as part of a	This initiative could be included in the final 2021-22 ABP as a key

CEO Performance Targets 2021-2022 (Draft 27 May 2021)

<p>Strategic Priority E1.1 – Support and encourage local and international tourists to visit the Adelaide Hills.</p> <p>Strategic Priority E3.3 – Works with our local communities and businesses to create active attractive and vibrant places.</p>		<p>proposed pilot to establish free camping sites within Council’s district. Present the outcomes of the EOI to Council Members.</p>	<p>activity under the Economy goal, with some capital funding earmarked for Year 2. No project funding required for Year 1.</p>
<p>Strategic Priority N2.2 – Explore opportunities and take appropriate actions to monitor current and emerging threats to biodiversity including feral cats and Phytophthora</p>	<p>Cat Confinement Community Education</p>	<p>Complete the implementation of the community education plan on the proposed cat confinement rules in preparation for the 1 January 2022 Cat Bylaw implementation. Present the completed plan to Council Members.</p>	
<p>Strategic Objective C1 – A community for everyone – that is inclusive, welcoming and accessible</p>	<p>Library Services Strategic Plan</p>	<p>Develop a Library Services Strategic Plan which will help to guide the future development and programs related to our library services and staff. Present the strategy to Council for its consideration.</p>	