

**ADELAIDE HILLS COUNCIL
SPECIAL CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
WEDNESDAY 16 APRIL 2025
63 MOUNT BARKER ROAD STIRLING**

In Attendance

Presiding Member: Ms Vanessa Godden

Members:

Cr Lucy Huxter	
Cr Nathan Daniell	
Cr Kirsty Parkin	
Cr Adrian Cheater	

In Attendance:

Zoë Gill	Executive Governance Officer
Michael Kelledy	Qualified Independent Person
Collette Ordish	HR Consultant

1. COMMENCEMENT

The meeting commenced at 6.00pm.

OPENING STATEMENT

- 1.1 Council acknowledges that we meet on the traditional Country of the Peramangk and Kaurna people. We pay our respects to Ancestors and Elders past and present as the Custodians of this ancient and beautiful land.
- 1.2 Together we will care for this place for the generations to come and in this context the decisions we make should be guided by the principle that nothing we do should decrease our children's ability to live on this land.

2. APOLOGIES/LEAVE OF ABSENCE

2.1 Apology

Nil

2.2 Leave of Absence

Nil

2.3 Absent

Nil

Presiding Member _____ ...

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3. MINUTES OF PREVIOUS MEETINGS

3.1 CEO Performance Review Panel Meeting – 2 April 2025

Moved Cr Adrian Cheater
S/- Cr Kirsty Parkin

PRP5/25

That the minutes of the CEO Performance Review Panel meeting held on 2 April 2025 as distributed, be confirmed as an accurate record of the proceedings of that meeting

Carried Unanimously

4. PRESIDING MEMBER'S OPENING COMMENTS

The Presiding Member:

- Welcomed the CEO to the meeting
- Notified Panel that:
 - o the draft CEO Performance Review report was provided to the CEO after the 2 April Panel meeting
 - o the Presiding Member and the HR consultant met with the CEO to discuss the report
- Indicated her intention to suspend formal meeting procedures to support discussion of the CEO Review Report

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

10. CONFIDENTIAL ITEMS

Presiding Member _____ ...

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Moved Cr Adrian Cheater
S/- Cr Nathan Daniell

PRP6 /25

That the meeting be adjourned until 6.15pm to allow Cr Huxter to attend the meeting.

Carried Unanimously

6.15pm – the meeting recommenced.

10.1 CEO Review Report – Exclusion of the Public

Moved Cr Nathan Daniell
S/- Cr Kirsty Parkin

PRP7/25

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:

- Chief Executive Officer, Greg Georgopoulos
- Executive Governance Officer, Zoë Gill
- Independent Qualified Person, Michael Kelledy

be excluded from attendance at the meeting for Agenda Item 10.1: (CEO Review Report) 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 has been outweighed by the need to keep the information and discussion confidential.

Carried Unanimously

6.16pm – Cr Lucy Huxter joined the meeting.

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At 6.17pm, the Presiding Member, with leave of at least two thirds of the members present, suspended formal meeting procedures to discuss the CEO Review Report.

The CEO was invited to share his response to the draft CEO Performance Review Report. The CEO read from a statement.

The Panel thanked the CEO for providing feedback, provided comments and asked the CEO questions.

Cr Adrian Cheater asked for the CEO's statement to be tabled.

The CEO's statement was tabled at the meeting.

6.35pm – Greg Georgopoulos left the meeting.

6.43pm - the Presiding Member determined that the period of suspension should be brought to an end and resumed formal meeting procedures.

10.1.1 CEO Review Report

**Moved Cr Kirsty Parkin
S/- Cr Nathan Daniell**

PRP8/25

The CEO Performance Review Panel resolves:

- 1. To receive and note the CEO Review Report**
- 2. To refer the draft CEO Review Report to Council for endorsement.**
- 3. To recommend to Council that the CEO has consistently met or exceeded expectations across all his Key Performance Indicators and Key Result Areas.**
- 4. To acknowledge and commend Greg Georgopoulos for his continued contribution, commitment, and professionalism as CEO of Adelaide Hills Council.**
- 5. That the Presiding Member notify the CEO of the resolution as soon as possible after the meeting.**

Carried Unanimously

10.1.2 CEO Review Report – Duration of Confidentiality

Presiding Member _____ ...

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Moved Cr Adrian Cheater
S/- Cr Nathan Daniell

PRP9/25

The CEO Performance Review Panel resolves:

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 11.1 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	Once Council has considered and determined the item
Tabled document	Once Council has considered and determined the item
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

10.2 CEO Remuneration Annual Review – Exclusion of the Public

Moved Cr Lucy Huxter
S/- Cr Kirsty Parkin

PRP10/25

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:

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- Executive Governance Officer, Zoë Gill
- Independent Qualified Person, Michael Kelledy

be excluded from attendance at the meeting for Agenda Item 10.2: (CEO Remuneration Annual Review) 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 has been outweighed by the need to keep the information and discussion confidential.

Carried Unanimously

At 7.01pm, the Presiding Member, with leave of at least two thirds of the members present, suspended formal meeting procedures to discuss the CEO Remuneration Annual Review report.

Panel discussed that the current review is about the CEOs remuneration from 17 July 2023-17 July 2024.

There is another remuneration review due after 17 July 2025. The Panel discussed that an addendum to the CEOs contract would address the challenges in the timing of future remuneration reviews.

The Panel noted clause 18 of the CEO Employment Agreement and considered the factors in that clause, namely:

- The key performance indicators
- The CEO's position description and Duties
- Remuneration paid to the CEOs similar sized councils in South Australia
- Any applicable remuneration rates determined by the RTSA
- Any other factors the Council considers relevant

The panel discussed whether it would be appropriate for the panel to adjourn the item to further consider data to inform the July 2024 review.

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The Panel discussed whether CPI was the most objective source of information to inform a remuneration review in this circumstance.

8.04pm - the Presiding Member determined that the period of suspension should be brought to an end and resumed formal meeting procedures.

10.1.3 CEO Remuneration Annual Review

**Moved Cr Lucy Huxter
S/- Cr Kirsty Parkin**

PRP11/25

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted.**
- 2. To note that the panel considered the matters set out in clause 18.3 of the CEO Employment Contract.**
- 3. To recommend that Council approve an increase to the CEOs TEC of CPI as at July 2024 (3.5%) which will result in a TEC of \$310,003.20, effective from 17 July 2024.**
- 4. To note that the next CEO Remuneration review is due on 17 July 2025 to align with the annual review requirement.**
- 5. To recommend to Council to offer the CEO an Addendum to the CEO's Contract to require any future increase to the TEC package to be dated from the anniversary of commencement.**
- 6. That the Presiding Member notifies the CEO of the CEO PRP recommendations to Council at the conclusion of the 16 April 2025 CEO PRP Meeting.**

Carried

10.1.4 CEO Remuneration Annual Review – Duration of Confidentiality

**Moved Cr Adrian Cheater
S/- Cr Nathan Daniell**

PRP12/25

The CEO Performance Review Panel resolves:

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

Presiding Member _____ ...

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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
Report	Until further order
Related Attachments	Until further order
Minutes	Once Council has considered and determined the item
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 a date to be determined from 6.00pm at 63 Mt Barker Road Stirling.

12. CLOSE MEETING

The meeting closed at 8.11pm.

Presiding Member _____ ...