

**ADELAIDE HILLS COUNCIL
CEO PERFORMANCE REVIEW PANEL COMMITTEE
MINUTES OF MEETING
WEDNESDAY 18 JUNE 2025
63 MOUNT BARKER ROAD STIRLING**

In Attendance

Presiding Member: Ms Vanessa Godden

Members:

Cr Lucy Huxter	
Cr Kirsty Parkin	
Cr Adrian Cheater	

In Attendance:

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

1. COMMENCEMENT

The meeting commenced at 6.07pm.

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

Cr Nathan Daniell

2.2 Leave of Absence

Nil

2.3 Absent

Presiding Member _____ TBC

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3. MINUTES OF PREVIOUS MEETINGS

3.1 CEO Performance Review Panel Meeting – 16 April 2025

Moved Cr Kirsty Parkin
S/- Cr Adrian Cheater

PRP13/25

That the minutes of the CEO Performance Review Panel meeting held on 16 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 noted that:

- the CEO will provide an update against this years KPIs.
- The CEO has proposed draft KPIs for feedback from the CEO PRP

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 Proposed CEO PRP Meeting Dates for 2025

Moved Cr Adrian Cheater
S/- Cr Lucy Huxter

PRP14/24

The CEO Performance Review Panel resolves:

1. That the report be received and noted.
2. To determine that the 2025 and 2026 CEO Performance Review Panel Meetings will be conducted at 6.00pm at 63 Mt Barker Road, Stirling on the following dates:
 - Wednesday 30 July 2025
 - Wednesday 15 October 2025
 - Wednesday 28 January 2026
 - Wednesday 22 April 2026

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- **Wednesday 15 July 2026**
- **Wednesday 21 October 2026**

and that the CEOPRP Presiding Member be delegated to amend the meeting dates as required in consultation with the Administration.

Carried Unanimously

7.2 CEO Key Performance Indicators 2024-25 – June Update

At 6:14pm, the Presiding Member, with leave of at least two thirds of the members present, suspended formal meeting procedures to discuss CEO's Key Performance Indicators 2024-25 – June Update.

The CEO presented the KPI update and the Panel asked questions.

At 6:41pm the Presiding Member determined that the period of suspension should be brought to an end and resumed formal meeting procedures.

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

PRP15/25

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted.**
- 2. To advise Council that the CEO has met the June 2025 Key Performance Indicators.**

Carried Unanimously

7.3 CEO Performance Review Proposed Key Performance Indicators

At 6:49pm, the Presiding Member, with leave of at least two thirds of the members present, suspended formal meeting procedures to discuss the Proposed Key Performance Indicators.

The Panel discussed the KPIs and agreed to the structure of the KPI document and the proposed pillars. They provided feedback on the specific KPIs, including requesting the CEO to clarify goals and measures of success.

At 7:48pm the Presiding Member determined that the period of suspension should be brought to an end and resumed formal meeting procedures.

Moved Cr Adrian Cheater

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S/- Cr Kirsty Parkin

PRP16/25

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted.**
- 2. That the CEO presents a second draft of the KPIs to a special meeting of the Panel on the 9 July 2025, incorporating the feedback from the Panel.**

Carried Unanimously

7.4 Realigning the CEO PRP review timing

8:08pm Cr Parkin left the meeting and did not return.

Moved Cr Adrian Cheater

S/- Cr Lucy Huxter

PRP17/25

The CEO Performance Review Panel resolves:

- 1. That the report be received and noted.**
- 2. To note a full Performance Review was undertaken in March 2025.**
- 3. To note that clause 17.1 of the Chief Executive Officer's Employment Agreement requires that the Chief Executive Officer participate in annual and/or periodic performance reviews.**
- 4. To note that clause 17.3 of the Chief Executive Officer's Employment Agreement requires that performance is assessed within 3 months of the end of each financial year of the Term.**
- 5. To recommend to Council, with the agreement of the CEO, to conduct a full KPI and KRA Performance Review in July 2026.**

Carried Unanimously

8. MOTIONS WITHOUT NOTICE

Nil

9. QUESTIONS WITHOUT NOTICE

Nil

Presiding Member _____ TBC

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10. CONFIDENTIAL ITEMS

10.1 Qualified Independent Person Report – Exclusion of the Public

Moved Cr Lucy Huxter
S/- Cr Adrian Cheater

PRP18/25

The CEO Performance Review Panel 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
- Qualified Independent Person, Michael Kelledy

be excluded from attendance at the meeting for Agenda Item 11.1: Qualified Independent Person Report 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)(a) of the Local Government Act 1999, 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).
- Section 90(3)(h) of the Local Government Act 1999, the information to be received, discussed or considered in relation to this Agenda item is legal advice.

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

10.1.1 Qualified Independent Person Report – Confidential Item

Moved Cr Adrian Cheater
S/- Cr Lucy Huxter

PRP19/25

The CEO Performance Review Panel resolves:

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1. That the report be received and noted.
2. To receive and note the letter from Michael Kelledy, Qualified Independent Person in Appendix 1.
3. To note that the Qualified Independent Person has confirmed that the 2024/25 CEO Performance Review Process has occurred in accordance with the adopted CEO Performance Review Process and has occurred in accordance with all necessary requirements of the Council and has met all good governance standards.
4. To recommend to Council to receive and note the letter from Michael Kelledy, Qualified Independent Person in Appendix 1.
5. To recommend to Council to note that the Qualified Independent Person has confirmed that the 2024/25 CEO Performance Review Process has occurred in accordance with the adopted CEO Performance Review Process and has occurred in accordance with all necessary requirements of the Council and has met all good governance standards.

Carried Unanimously

10.1.2 Qualified Independent Person Report – Duration of Confidentiality

Moved Cr Adrian Cheater
S/- Cr Lucy Huxter

PRP20/25

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) and (h)-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	Nil
Related Attachments	Until Further Order

Presiding Member _____ TBC

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Minutes	Nil
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 special meeting on 9 July 2025 from 6.00pm at 63 Mt Barker Road Stirling.

12. CLOSE MEETING

The meeting closed at 8:23pm.

Presiding Member _____ TBC