



CEO PERFORMANCE REVIEW PANEL

Minutes

for the meeting on

Monday, 2 June 2025

in the Colonel Light Room, Adelaide Town Hall

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Our Adelaide.
Bold.
Aspirational.
Innovative.

Present:

Presiding Member	The Right Honourable the Lord Mayor, Dr Jane Lomax-Smith
Deputy Presiding Member	Deputy Lord Mayor, Councillor Phillip Martin
Council Member	Dr Mark Siebentritt
Independent Members	Gael Fraser Jeff Tate
Independent Advisor	Andrew Reed, Hender Consulting

1 Acknowledgement of Country

The Chair stated:

‘Council acknowledges that we are meeting on traditional Country of the Kaurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today.

And we also extend that respect to other Aboriginal Language Groups and other First Nations who are present today.’

2 Apologies and Leave of Absence

Nil

3 Confirmation of Minutes

Moved by Jeff Tate,
Seconded by Gael Fraser -

That the Minutes of the meeting of the CEO Performance Review Panel held on 3 March 2025, be taken as read and be confirmed as an accurate record of proceedings.

Carried

4 Items for Consideration and Determination

Exclusion of the Public

Moved by Deputy Lord Mayor, Councillor Martin,
Seconded by Gael Fraser -

ORDER TO EXCLUDE FOR ITEM 4.1

THAT THE CEO PERFORMANCE REVIEW PANEL:

1. Having taken into account the relevant consideration contained in section 90(3) (a) and section 90(2) & (7) of the *Local Government Act 1999* (SA), this meeting of the CEO Performance Review Panel dated 2 June 2025 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 4.1 [2024/25 Q3 KPI Progress Report] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

Grounds and Basis

The discussion contains information relating to the implications of the Culture Survey results and potential impacts on both teams and individual staff members.

2. Pursuant to section 90(2) of the *Local Government Act 1999* (SA) (the Act), this meeting of the CEO Performance Review Panel dated 2 June 2025 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 4.1 [2024/25 Q3 KPI Progress Report] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in section 90(3) (a) of the Act.

Carried

Members of the public and Corporation staff not directly involved in Item 4.1 left the Colonel Light Room at 3.10 pm

Item for Consideration and Determination in Confidence

4.1 2024/25 Q3 KPI Progress Report [S90(3) (a)]

The meeting re-opened to the public at 3.27 pm

Confidentiality Order

Item 4.1 - 2024/25 Q3 KPI Progress Report

Authorises that, in accordance with Section 91(7) and (9) of the *Local Government Act 1999* (SA) and because Item 4.1 listed on the Agenda for the meeting of the CEO Performance Review Panel held 2 June 2025 was received, discussed and considered in confidence pursuant to Section 90(3) (a) of the *Local Government Act 1999* (SA), this meeting of the CEO Performance Review Panel do order that:

1. The discussion in relation to the matter remain confidential and not available for public inspection until 31 December 2030.
2. The confidentiality of the matter be reviewed in December 2025.
3. The Chief Operating Officer be delegated the authority to review and revoke all or part of the order herein and directed to present a report containing the Item for which the confidentiality order has been revoked.

The Lord Mayor then addressed the Panel in relation to the 360 Survey.

4.1 2024/25 Q3 KPI Progress Report

Moved by Jeff Tate,
Seconded by Gael Fraser -

THAT THE CEO PERFORMANCE REVIEW PANEL RECOMMENDS TO COUNCIL THAT COUNCIL

1. Receives and Notes the KPI progress report, Attachment A to Item 4.1 on the agenda for the meeting of the CEO Performance Review Panel held on 2 June 2025, outlining progress against the Chief Executive Officer's endorsed 2024/25 Key Performance Indicators.
2. Notes the excellent progress in relation to the 2024/25 KPIs, made in a complex environment.

Carried

Andrew Reed left the Colonel Light Room 4pm

City of Adelaide, Chief Executive Officer, Michael Sedgman entered the Colonel Light Room at 4:02pm and left the Colonel Light Room at 4:21pm

4.2 Draft 2025/26 CEO Performance KPIs

Moved by Jeff Tate,
Seconded by Gael Fraser -

THAT THE CEO PERFORMANCE REVIEW PANEL RECOMMENDS TO COUNCIL THAT COUNCIL

1. Notes the report.
2. Approves that the Chief Executive Officer's performance for the 2025/26 financial year will be assessed against:
 - 2.1 The achievement of the Draft Key Performance Indicators aligned to the relevant Key Result Areas in the CEO Position Description and contained in Attachment B to Item 4.2 on the Agenda for the meeting of the CEO Performance Review Panel held on 2 June 2025.
 - 2.1.1 Minor changes for the presentation of information in relation to the Mainstreet Revitalisation Projects and the context of the Asset Renewal Funding Ratio, to be approved by the Lord Mayor in consultation with the Chief Operating Officer.
 - 2.2 The outcomes of an appropriate 360-degree survey instrument, including Council Members, senior staff and external stakeholders.

Other Business

- The Panel discussed the final determination of the Remuneration Tribunal, regarding CEO Remuneration.

Closure

The meeting closed at 4:39pm

The Lord Mayor, Dr Jane Lomax-Smith
Chair
CEO Performance Review Panel

Documents Attached:

Nil