

Appointment of Council Member to the CEO Performance Review Panel

Tuesday, 23 September 2025
Council

Strategic Alignment - Our Corporation

Program Contact:
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Public

Approving Officer:
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EXECUTIVE SUMMARY

The purpose of this report is to enable Council to resolve to appoint a Council Member representative to the CEO Performance Review Panel (the Panel) from 24 September 2025 until the conclusion of the Council term in November 2026.

On 11 April 2025, orders in relation to the matter of *Alexander Hyde v Electoral Commissioner of South Australia, Jing Li* were made by the Court of Disputed Returns and consequently, the Council Member representative position on the Panel became vacant.

At its meeting held on 27 May 2025 Councillor Siebentritt was appointed to the Panel for the period of 28 May 2025 until the first meeting attended by newly sworn in Central Ward Councillors.

RECOMMENDATION

THAT COUNCIL

1. Notes that the term of appointment to the CEO Performance Review Panel will be from 24 September 2025 until the conclusion of the Council term in November 2026.
2. Notes that the method of appointing a Council Member to the CEO Performance Review Panel will be undertaken in accordance with the Code of Practice for Council Meeting Procedures as follows:
 - 2.1. The Presiding Member of the Meeting will call for nominations, which must be accepted or declined by the Council Member who is subject of the nomination.
 - 2.2. The Chief Executive Officer as Returning Officer is authorised to declare the successful candidate appointed to the CEO Performance Review Panel.
 - 2.3. In the event of only one nomination to the position, the candidate is appointed to the CEO Performance Review Panel, announced by the Returning Officer.
 - 2.4. In the event of there being more nominations than required, an election by voting ballot of Council Members present will be undertaken.
 - 2.5. If the votes for two or more candidates for the relevant position are equal, a revote by ballot between tied candidates will be undertaken.
 - 2.6. If the votes for two or more candidates for the position remain equal, lots must be drawn to determine which candidate or candidates will be excluded.
 - 2.7. Upon completion of the ballot process, the successful candidate is announced by the Returning Officer as appointed to the CEO Performance Review Panel.

IMPLICATIONS AND FINANCIALS

City of Adelaide 2024-2028 Strategic Plan	Strategic Alignment – Our Corporation Enable effective governance, risk management, accountability and transparency at all times in decision making.
Policy	Not as a result of this report
Consultation	Not as a result of this report
Resource	Not as a result of this report
Risk / Legal / Legislative	Not as a result of this report
Opportunities	Not as a result of this report
25/26 Budget Allocation	Not as a result of this report
Proposed 26/27 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report
25/26 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

DISCUSSION

Background

1. At the Council meeting held on 14 March 2023, Council established the CEO Performance Review Panel (the Panel) under section 41 of the *Local Government Act 1999* (SA).
2. The primary purpose of the Panel is to develop, monitor and assess key performance indicators and establish a process by which CEO performance is measured.
3. At the Council meeting held on 10 December 2024, Council appointed Carmel Noon as the Council Member representative on the Panel.

Court of Disputed Returns Outcome

4. On 11 April 2025, orders in relation to the matter of *Alexander Hyde v Electoral Commissioner of South Australia, Jing Li* were made by the Court of Disputed Returns and consequently, the Deputy Lord Mayor and Council Representative positions on the Panel became vacant.
5. At its meeting held on 13 May 2025, Council appointed Councillor Martin as the Deputy Lord Mayor until the first meeting attended by newly sworn in Central Ward Councillors, filling the vacant Deputy Lord Mayor position on the Panel.
6. At its meeting held on 27 May 2025 Councillor Siebentritt was appointed as the Council Member representative to the Panel for the period of 28 May 2025 until the first meeting attended by newly sworn in Central Ward Councillors.
7. This report seeks the appointment of a Council Member representative to the Panel for the period of 24 September 2025 until the conclusion of the Council term in November 2026.

Membership, Role and Meeting Schedule

8. Membership of the Panel comprises the Lord Mayor, the Deputy Lord Mayor, one Council Member and two Independent Members.
9. Appointment of the Deputy Lord Mayor will be considered by Council at this meeting held on 23 September 2025. The Council member appointed to this role is required to be a member of the Panel.
10. The Panel's role is to:
 - 10.1. Establish Key Performance Indicators for the CEO.
 - 10.2. Determine the performance review process for the CEO.
 - 10.3. Undertake the performance review of the CEO.
 - 10.4. Provide advice and support regarding the CEO's performance development.
 - 10.5. Provide advice to inform the CEO's Total Employment Cost Package review.
 - 10.6. Appoint an independent advisor to assist in the CEO performance appraisal (as required).
 - 10.7. Appoint independent members to the CEO Performance Review Panel.
 - 10.8. Determine a schedule of meetings to be held in the Colonel Light Room, Town Hall, Adelaide
11. The [CEO Performance Review Panel Terms of Reference](#) assist the Panel, Council, and the community in understanding the Panel's role and responsibilities.
12. The remaining 2025 meeting date for the Panel is:
 - 12.1. Monday 1 December 2025, starting at 3.00pm
13. The 2026 meeting schedule will be considered at the December meeting.

Process for nomination and appointment

14. In accordance with section 51 (8) of the *Local Government Act 1999* (SA) and the Code of Practice for Council Meeting Procedures (Ballot Process):
15. Notes that the term of appointment to the CEO Performance Review Panel will be from 24 September 2025 until the conclusion of the Council term in November 2026.
16. Notes that the method of appointing a Council Member to the CEO Performance Review Panel will be undertaken in accordance with the Code of Practice for Council Meeting Procedures as follows:
 - 16.1. The Presiding Member of the Meeting will call for nominations, which must be accepted or declined by the Council Member who is subject of the nomination.

- 16.2. The Chief Executive Officer as Returning Officer is authorised to declare the successful candidate appointed to the CEO Performance Review Panel.
- 16.3. In the event of only one nomination to the position, the candidate is appointed to the CEO Performance Review Panel, announced by the Returning Officer.
- 16.4. In the event of there being more nominations than required, an election by voting ballot of Council Members present will be undertaken.
- 16.5. If the votes for two or more candidates for the relevant position are equal, a revote by ballot between tied candidates will be undertaken.
- 16.6. If the votes for two or more candidates for the position remain equal, lots must be drawn to determine which candidate or candidates will be excluded.
- 16.7. Upon completion of the ballot process, the successful candidate is announced by the Returning Officer as appointed to the CEO Performance Review Panel.

DATA AND SUPPORTING INFORMATION

Link 1 - CEO Performance Review Panel Terms of Reference

ATTACHMENTS

Nil

- END OF REPORT -