

IN-CONFIDENCE REPORT – 13 MARCH 2013 COUNCIL MEETING

Item No	21.4
Report Title	CEO Performance Panel Review Update
Council Meeting Date	13 March 2013
Author	Andrew Boardman
Title	Chief Executive Officer
Attachments	CEO KPI's
File Ref - Records	Nil
Hours to compile	4.0
Strategic Plan Reference	
Purpose	The CEO Performance Panel has met and an update report is available for the Council to review.
Executive Summary	The update report is a review of progress towards the CEO's KPI's as determined at the December 2012 Council meeting
Recommendation 1	That this report is received for information
Recommendation 2	That the recommendations contained within the Final CEO Performance Report accepted in the 12 December 2012 Meeting of Council be made Public Record.
Recommendation 3	That the CEO KPI's for 2012-13 and the February 2013 update report accompanying them contained within this report to Council be made public record.
	OR
Recommendation 4	That Council approves: a. That all documentation relating to the above matter be kept confidential, pursuant to Section 91 (7) (b) of the said Act. b. Further, that pursuant to Section 91 (9) (a) of the said Act, that part "a" of this resolution shall cease from 30 June 2013.

Discussion

The report is simply an update statement of progress the CEO is making against the KPI's determined at the December 2012 Meeting of Council that are relevant for the employment year August 2012-August 2013.

The Panel has met twice with the CEO in this period – progress has been ongoing despite the CEO's unforeseen absence on personal bereavement leave during late January / early February.

It is brought to the attention of Council that the Final report and recommendations from the report were accepted in confidence in December and whilst it is suggested that it is appropriate for the body of the report to remain in confidence it is probably more transparent and open for the recommendations and the KPI's to be released to the public domain.

The recommendations are as follows:

Summary Recommendations

The following recommendations are put forward by the Review Panel:

The Council acknowledge the achievements of the CEO Andrew Boardman as evidenced by the scoring within the 360 review and in attaining his KPI's set in the past year. The presentation given by Andy, attached to this report, outlines and documents these achievements. This report should be read in conjunction with Andy's presentation, his contract of employment (which outlines year 1's KPI's), salary data for other South Australian councils and the team / performance work sourced by Andy and undertaken by McPhee Andrewartha.

- 1. The CEO's salary increase of 3.6% be ratified by council in line with the terms of his contract.*
- 2. Consistent with the CEO's desire for, and his current practice in respect to senior staff of KI Council, that employment contracts be a rolling 2 year term, the panel recommends that the CEO's contract be extended by a further 12 months (hence increasing its length to 2 years);*
- 3. The Council approve and implement the KPI's and associated measures for 2012 / 2013;*
- 4. The CEO and the Review Panel, take steps to increase governance capacity within Council.*
- 5. The Council approve the ongoing engagement of the CEO Performance Management Panel for an additional 12 months with the Mayor as the Chairperson to assist the CEO implement work practices and processes which make the CEO's role sustainable in the medium to long term.*
- 6. The dates for the 2012/13 performance review for the CEO be locked in early taking into account the CEO's employment anniversary date.*

Council recognises the enormous effort undertaken by the CEO under extenuating circumstances during the period of his initial contract and requests this notation be addendum to the final review report and kept as a permanent record.

It is suggested that the document attached to this report – which comprises the KPI's in full plus the update against them also be placed in the public domain.

Governance Considerations

(relates to consistent management, cohesive policies, guidance, processes and decision-rights for a given area of responsibility)

Nil at this time.

Risk Management Considerations

(identification, assessment, and prioritization of risks (defined as the effect of uncertainty on objectives, whether positive or negative) followed by coordinated and economical application of resources to minimize, monitor, and control the probability and/or impact of unfortunate events or to maximize the realization of opportunities)

Nil at this time

Economic Considerations

(Assessment of likely financial implications of pursuing a course of action)

Nil at this time

Social Considerations

(Assessment of likely impacts with the Community)

Nil at this time.

Environmental Considerations

(Assessment of likely impacts on the environment)

Nil at this time.