CITY OF Playford

NOTICE

of

CHIEF EXECUTIVE OFFICER REVIEW COMMITTEE MEETING

Pursuant to the provisions of Section 88(1) of the Local Government Act 1999

TO BE HELD IN

COMMITTEE ROOM
PLAYFORD CIVIC CENTRE
10 PLAYFORD BOULEVARD, ELIZABETH

MEMBERS MAY PARTICIPATE BY ELECTRONIC MEANS

ON

MONDAY, 10 AUGUST 2026 AT 5:30PM

SAM GREEN
CHIEF EXECUTIVE OFFICER
Issue Date: Thursday, 6 August 2026

MEMBERSHIP

MAYOR GLENN DOCHERTY – PRESIDING MEMBER

Cr Marilyn Baker

Cr Chantelle Karlsen

Cr Gay Smallwood-Smith

City of Playford
Chief Executive Officer Review Committee Meeting

AGENDA
MONDAY, 10 AUGUST 2026 AT 5:30PM

1 ATTENDANCE RECORD

1.1 Present

1.2 Apologies

1.3 Not Present

2 CONFIRMATION OF MINUTES

RECOMMENDATION

The Minutes of the Chief Executive Officer Review Committee Meeting held 11 May 2026 be confirmed as a true and accurate record of proceedings.

3 DECLARATIONS OF INTEREST

4 DEPUTATION / REPRESENTATIONS

Nil

5 STAFF REPORTS

Matters to be considered by the Committee and referred to Council

Matters which cannot be delegated to a Committee or Staff

6 INFORMAL DISCUSSION

7 INFORMAL ACTIONS

8 CONFIDENTIAL MATTERS

STAFF REPORTS

Matters which cannot be delegated to a Committee or Staff

9 CLOSURE

STAFF REPORTS

MATTERS TO BE CONSIDERED BY THE COMMITTEE AND REFERRED TO COUNCIL

Matters which cannot be delegated to a Committee or Staff

5.1 CHIEF EXECUTIVE OFFICER KEY PERFORMANCE INDICATORS 2026/27 FY

Responsible Executive Manager : Skye Nitschke

Report Author : Skye Nitschke

Delegated Authority : Matters which cannot be delegated to a Committee or Staff

Attachments : 1⇩. Chief Executive Officer Key Performance Indicators 2026/27 FY

PURPOSE

For Council to endorse the proposed Key Performance Indicators (KPIs) for the Chief Executive Officer's annual performance review cycle for the 2026/27 financial year.

STAFF RECOMMENDATION

Council endorse the proposed Chief Executive Officer Key Performance Indicators 2026/27 FY (Attachment 1) for the 2026/27 annual performance review cycle.

EXECUTIVE SUMMARY

To ensure the Chief Executive Officer is effectively performing duties in accordance with Section 99 of the *Local Government Act 1999* and in accordance with the Employment Agreement, the proposed KPIs (Attachment 1) are presented to Council for endorsement.

1. BACKGROUND

As per the Chief Executive Officer Review Committee Charter, section 4.1.4 "Delegations" the Chief Executive Officer Review Committee are delegated to "*determine activities associated with reviewing the Chief Executive Officers performance review process, performance measures and targets, and the development plan and position description".*

At the Chief Executive Officer Review Committee meeting held on 11 May 2026, the Committee discussed and provided input into the KPIs for the formal annual performance 2026/27 review cycle.

2. RELEVANCE TO STRATEGIC PLAN

<u>Decision-making filter</u>: We will ensure we meet our legislative requirements and legal obligations.

The setting of the Chief Executive Officers KPIs for the period 1 July 2026 to 30 June 2027 ensures that Council meets its legislative obligations pursuant to Section 102A of the *Local Government Act 1999.*

3. PUBLIC CONSULTATION

There is no requirement to consult with the community on this issue.

4. DISCUSSION

4.1 The proposed KPIs for 2026/27 (Attachment 1) have been developed and consider the KPIs from the previous financial year and the input from the Committee at its meeting held on 11 May 2026.

4.2 Upon endorsement by Council, ongoing monitoring and review of the progress of the KPIs will occur quarterly by the Committee in accordance with the Committee's delegation:

- 4.1.3 *"Review the Chief Executive Officers Performance in accordance with the agreed KPI's"* at the following scheduled meetings:
    - November 2026 - KPI review progress for Q1 and note previous financial years audited financial results
    - February 2027 - KPI review progress for Q2
    - May 2027 - KPI review progress for Q3 and development of KPIs for the next review period and determine process for formal review
- August 2027 - KPI full year wrap-up, confirm KPIs for the next review period and review results of the formal review process of the Chief Executive Officers performance.

5. OPTIONS

Recommendation

Council endorse the proposed Chief Executive Officer Key Performance Indicators 2026/27 FY (Attachment 1) for the 2026/27 annual performance review cycle.

Option 2

Council endorse the proposed Chief Executive Officer Key Performance Indicators 2026/27 FY (Attachment 1) for the 2026/27 annual performance review cycle with the following amendments:

- ______________________
- ______________________
- ______________________

6. ANALYSIS OF OPTIONS

6.1 Recommendation Analysis

6.1.1 Analysis & Implications of the Recommendation

Ensuring KPIs are in place for the Chief Executive Officer ensures accountability for performance outcomes which is a key principle of good corporate governance. The benefits of evaluating the Chief Executive Officer's performance are, but not limited to:

- Ensures accountability
- Aligns performance with strategy
- Identifies strengths and development needs
- Enhances leadership effectiveness
- Strengthens Council Member / Chief Executive Officer relationships
- Reinforces organisational cultures and values
- Supports succession planning
- Facilitates employment agreement and remuneration decisions
- Manages risk.

Endorsement of the proposed KPIs (Attachment 1), allows the Chief Executive Officer and Council to continue to deliver on the strategic direction and focus areas of the Council.

The KPIs have been developed by the Chief Executive Officer in conjunction with the Committee.

Risk Appetite

Regulatory Compliance

Council has a zero tolerance for non-compliance with applicable legislation including but not limited to: Local Government Act (LGA) 1999; Independent Commissioner Against Corruption (ICAC) Act 2012; Work Health & Safety (WHS) Act 2012; Environment Protection Act (EPA) 1993; Development Act 1993; Equal Employment Opportunity legislation; and Public Consultation legislation.

This decision will ensure Council are meeting requirements under Section 102A of the *Local Government Act 1999* to undertake a performance review of the Chief Executive Officer at least once in each year.

6.1.2 Financial Implications

There are no financial or resource implications.

6.2 Option 2 Analysis

6.2.1 Analysis & Implications of Option 2

Endorsement of the proposed KPIs (Attachment 1), allows the Chief Executive Officer and Council to continue to deliver on the strategic direction and focus areas of the Council. The Council may wish to make amendments to Attachment 1 as it sees fit.

6.2.2 Financial Implications

There are no financial or resource implications.

Destination	Outcome	Measure
Destination 1 | Strategic Planning/Execution		
Ensure that our decisions and actions take a staged, planned and consistent approach taking into account the community's expectations of happiness, liveability and prosperity as guided by Playford Community Vision 2043.	Strategic Plan is used to guide decisions and actions.	Contained in all reports.
	Preparation of a budget aligned to Council's Financial Strategy.	Demonstrated ability to deliver the intent of the budget.
	Community is adequately engaged in the development of the Annual Business Plan.	Demonstrated community engagement and response data.
Destination 2 | Service Assurance		
Council's service delivery profile is aligned to the community's needs and wants.	Analyse and review service standards to ensure alignment to deliver the greatest customer value.	To maintain a rolling 5-year average, with an aim that the score should be equal to or higher than the rolling average.
	Community members are satisfied with the way we interact with them.	To maintain a rolling 5-year average, with an aim that the score should be equal to or higher than the rolling average.
Destination 3 | Organisational Leadership		
All employees feel engaged and connected to the work of the organisation, to each other and the community.	We provide an environment and tools that makes it easy to do a good job.	• Qualtrix tool • Qualitative data • CEO Performance Assessment Survey
	The foundation principles underpin the work we do and how we behave.	• Qualtrix tool • Qualitative data • CEO Performance Assessment Survey
	We provide a safe working environment for all.	• Compliance register tasks • Hazard reporting vs Incident reporting • Employee turn over

Destination	Outcome	Measure
Destination 4 | Business Enablers		
The business is managed in a financially responsible way that delivers value for community investment.	Effective debt management.	Council's financial decisions remain aligned to Council's finance strategy, particularly in respect to not incurring future bad debt through operating deficits.
	Responsible financial management.	• Budget; achieve or exceed approved budget within the control of the administration • Maintain service levels in the delivery of the budget • Final budget analysis check post external audit
	Long-term financial sustainability.	LTFP demonstrates maintenance of structural surplus over the long term • 206/27-2035/36 Long Term Financial Plan 10-year projection (including structural surplus) • Continuous Improvement savings
Destination 5 | Key Focus Areas		
These focus areas relate to specific projects and/or initiatives which City of Playford has prioritised or that have been imposed by external agencies.	The CBD investment decision is progressed.	Managing development partners to agreed milestones.
	Advocacy associated with Planning a City workshop series outcomes.	Increased engagement from the State Government in matters associated with infrastructure provision.
	Focus on capital works program delivery.	Increased throughput whilst maintaining quality.

INFORMAL DISCUSSION

6.1 Chief Executive Officer Review Committee Work Plan

Attachments : 1⇩. Chief Executive Officer Review Committee Work Plan

Presenter: Skye Nitschke, Manager Governance

Purpose: To review and discuss the Chief Executive Officer Review Committee Work Plan.

Duration: 5 minutes

Chief Executive Officer Review Committee Workplan																				
		2026						2027												
Item	Report Type	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Comments
CEO Review Committee Communique	Informal Discussion																			To be forwarded to Council Members as required
Committee Workplan	Informal Discussion																			Standing Agenda Item
Develop Draft Chief Executive Officer Key Performance Indicators	Informal Discussion																			
Endorse Chief Executive Officer Key Performance Indicators for 2026/27	Decision Report																			Recommendation to flow to Ordinary Council
Quarter 1 KPI Performance Review	Confidential Informal Discussion																			
Quarter 2 KPI Performance Review	Confidential Informal Discussion																			
Quarter 3 KPI Performance Review	Confidential Informal Discussion																			
Development of CEO Performance Assessment survey	Decision Report																			Committee Decision
Chief Executive Officer Performance Assessment	Confidential Decision Report		*			**									*			**		Recommendation to flow to Ordinary Council * includes KPI Report & Performance Review Report ** Audited financial statements to be noted
CEO Remuneration & Position Description Review	Confidential Decision Report																			
Consultancy agreement CEO Performance Review Services	Confidential Decision Report											*			**					Committee Decision | Current expiry 30.06.2027 * consider extension to cover performance review period ** decision to go to market for provision of services
Review of confidential items	Decision Report																			Committee Decision

STAFF REPORTS

MATTERS TO BE CONSIDERED BY THE COMMITTEE AND REFERRED TO COUNCIL

Matters which cannot be delegated to a Committee or Staff

8.1 CHIEF EXECUTIVE OFFICER PERFORMANCE ASSESSMENT 2025/26

Contact Person: Skye Nitschke

Why is this matter before the Council or Committee?

Matters which cannot be delegated to a Committee or Staff

Purpose

For the Committee to make a determination on whether to deal with this matter in confidence.

A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE

STAFF RECOMMENDATION

Pursuant to Section 90(2) of the *Local Government Act 1999* an order is made that the public be excluded from attendance at the meeting, with the exception of:

- Chief Executive Officer;
- AM Consulting, Ms Allison Ashby;
- Manager Governance.

in order to consider in confidence agenda item 8.1 under Section 90(3)(a) of the *Local Government Act 1999* on the basis that:

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

This matter is confidential because it relates to the employment performance of the Chief Executive Officer and contains sensitive information and details that are only known by those who have participated in the review process.

On the basis of this information, the principle that meetings should be conducted in a place open to the public has been outweighed in this instance; the Committee consider it necessary to consider this matter in confidence.

Section B below to be discussed in the confidential section of the agenda once the meeting moves into confidence for each item.

B. The Matters as per item 8.1

C. COMMITTEE TO DECIDE HOW LONG ITEM 8.1 IS TO BE KEPT IN CONFIDENCE

Purpose

To resolve how long agenda item 8.1 is to be kept confidential.

STAFF RECOMMENDATION

Pursuant to Section 91(7) of the *Local Government Act 1999*, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with the Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(a) of the *Local Government Act 1999*:

- Report for Item 8.1
- Attachment(s) for Item 8.1

This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the *Local Government Act 1999*.

The Minutes for Item 8.1 shall remain in confidence until the matter is considered by Council at the Ordinary Council Meeting on 25 August 2026.

8.2 CHIEF EXECUTIVE OFFICER ANNUAL REMUNERATION AND POSITION DESCRIPTION REVIEW 2025/26

Contact Person: Skye Nitschke

Why is this matter before the Council or Committee?

Matters which cannot be delegated to a Committee or Staff

Purpose

For the Committee to make a determination on whether to deal with this matter in confidence.

A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE

STAFF RECOMMENDATION

Pursuant to Section 90(2) of the *Local Government Act 1999* an order is made that the public be excluded from attendance at the meeting, with the exception of:

- Chief Executive Officer;
- AM Consulting, Ms Allison Ashby;
- Manager Governance.

in order to consider in confidence agenda item 8.2 under Section 90(3)(a) of the *Local Government Act 1999* on the basis that:

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

This matter is confidential because it relates to the financial affairs of the Chief Executive Officer.

On the basis of this information, the principle that meetings should be conducted in a place open to the public has been outweighed in this instance; the Committee consider it necessary to consider this matter in confidence.

Section B below to be discussed in the confidential section of the agenda once the meeting moves into confidence for each item.

B. The Matters as per item 8.2

C. COMMITTEE TO DECIDE HOW LONG ITEM 8.2 IS TO BE KEPT IN CONFIDENCE

Purpose

To resolve how long agenda item 8.2 is to be kept confidential.

STAFF RECOMMENDATION

Pursuant to Section 91(7) of the *Local Government Act 1999*, the Committee orders that the following aspects of Item 8.2 be kept confidential in accordance with the Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(a) of the *Local Government Act 1999*:

- Report for Item 8.2
- Attachment(s) for Item 8.2
- Minutes for Item 8.2

This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the *Local Government Act 1999*.