



**Minutes of the Executive Committee
Held in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton on
Tuesday 20 May 2025 at 5.00pm**

MEMBERS PRESENT

Mayor A Wilson
Deputy Mayor J Fleming
Councillor R Patton – Glenelg Ward
Councillor R Snewin – Brighton Ward

INDEPENDENT ADVISOR

Ms C Molitor

STAFF IN ATTENDANCE

General Manager, Strategy and Corporate – S Wachtel

1. OPENING

Her Worship the Mayor declared the meeting open at 5.01pm.

2. KAURNA ACKNOWLEDGEMENT

With the opening of the meeting Her Worship the Mayor stated:

We acknowledge Kaurna people as the traditional owners and custodians of this land.

We respect their spiritual relationship with country that has developed over thousands of years, and the cultural heritage and beliefs that remain important to Kaurna People today.

3. APOLOGIES

3.1 Apologies Received - Councillor J Smedley

3.2 Absent - Councillor S Lonie (Approved Leave of Absence)

4. DECLARATION OF INTEREST

Members were reminded to declare their interest before each item.

5. CONFIRMATION OF MINUTES

Motion

That the minutes of the Executive Committee held on 18 November 2024, 21 November 2024, 22 November 2024 and 18 March 2025 be taken as read and confirmed.

Moved by Councillor Fleming, Seconded by Councillor Snewin

Carried

6. REPORTS BY OFFICERS

6.1 Executive Committee – Terms of Reference (Report No: 137/25)

The Executive Committee is a committee established under section 41 of the *Local Government Act 1999* and is charged with the responsibility for undertaking the annual performance appraisal of the Chief Executive Officer.

Following changes to the Local Government Act in 2021, a comprehensive review of the Terms of Reference was undertaken in 2022. Minor changes are recommended at this time.

Motion

The Executive Committee recommends Council endorses the Terms of Reference for the Executive Committee.

Moved Councillor Patton, Seconded Councillor Fleming

Carried

6.2 Chief Executive Officer Performance Review Process 2024-25 (Report No: 138/25)

The Executive Committee is charged with the responsibility for undertaking the annual performance review of the Chief Executive Officer (CEO).

This report outlined the process to be used to undertake the 2024-25 review of the CEO.

Motion

That the Executive Committee endorses the 2024-25 CEO Performance Review process and recommends it to Council.

Moved Councillor Snewin, Seconded Councillor Patton

Carried

7. URGENT BUSINESS – SUBJECT TO LEAVE OF THE MEETING - Nil

8. CONFIDENTIAL ITEMS - Nil

9. CLOSURE

The Meeting closed at 5.16pm.

CONFIRMED to be confirmed

MAYOR