

**CITY OF MARION  
SPECIAL GENERAL COUNCIL MEETING  
27 NOVEMBER 2017**

**Originating Officer:** Deborah Horton, Quality Governance Coordinator

**Corporate Manager:** Kate McKenzie, Manager Corporate Governance  
Steph Roberts, Manager Human Resources

**General Manager:** Vincent Mifsud, General Manager Corporate Services  
Adrian Skull, Chief Executive Officer

**Subject:** Corporate and CEO KPI Report Quarter one 2017/18

**Report Reference:** SGC271117F01

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**If the Committee so determines, this matter may be considered in confidence under Section 90(2) and (3)(a) - information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).**



**Adrian Skull**  
Chief Executive Officer

**RECOMMENDATIONS:**

1. That pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the Committee orders that all persons present, with the exception of the following persons: **Adrian Skull, Chief Executive Officer, Steph Roberts, Manager Human Resources, Vincent Mifsud, General Manager Corporate Services, Kate McKenzie, Manager Corporate Governance**, be excluded from the meeting as the Council receives and considers information relating to the Chief Executive Officer (CEO) KPI Report Quarter 1 2017/18, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential, given the information relates to the performance of the CEO.

**REPORT OBJECTIVES & EXECUTIVE SUMMARY:**

To provide the results of the 2017-18 CEO Key Performance Indicators (KPI's) for the year from 1 July – 30 September 2017.

Appendix 1 provides further detail regarding each key performance indicator.

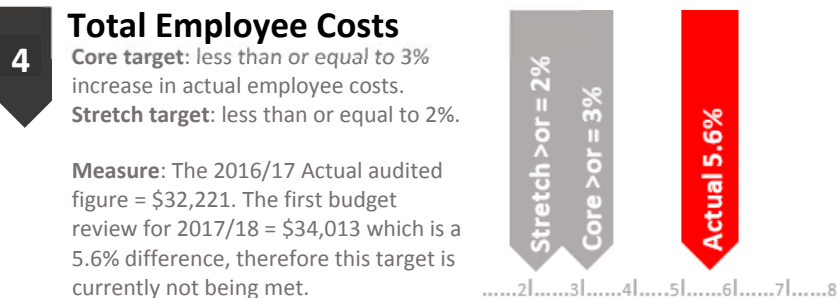
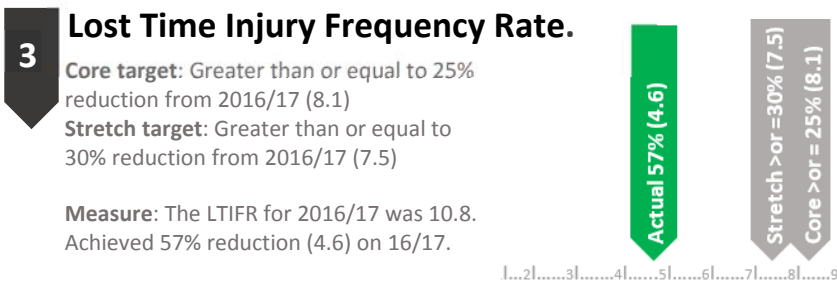
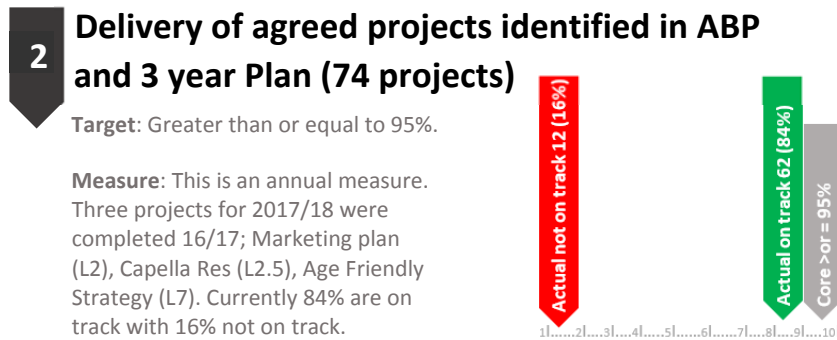
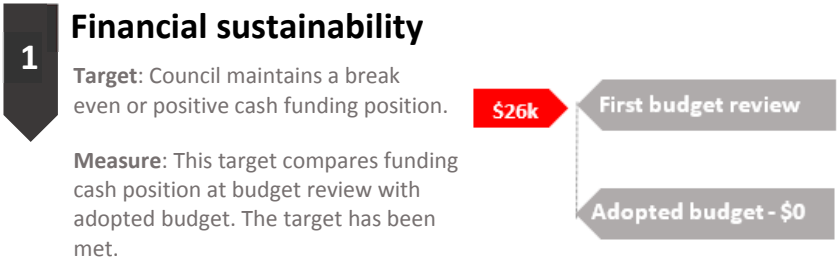
KPI	Details	Target	Stretch Target	Qtr 1	Comments
1	Financial sustainability.	Council maintains a break even or positive cash funding position in delivering its annual budget	-	\$26k	This target has been met.
2	Delivery of agreed projects identified in the <i>Annual Business Plan</i> and the second year targets in the three-year plan.	Greater than or equal to 95%	-	Verbal update	This is an annual measure. Majority of projects have commenced, one completed.
3	Lost Time Injury Rate.	Greater than or equal to 25% reduction from the previous year's result	Greater than or equal to 30% reduction from the previous year's result	57%	This target is exceeding core and stretch targets.
4	Total employee costs (including agency)	Less than or equal to 3% increase in actual employee costs (including agency staff) against prior year's actual costs	Less than or equal to 2% increase in actual employee costs (including agency staff) against prior year's actual costs	5.6%	This target is not currently being met.
5	Retention of key staff.	Greater than or equal to 80% key staff retained	Greater than or equal to 90% key staff retained	100%	This target is exceeding core and stretch targets.
6	Overall satisfaction with Council's performance.	Greater than or equal to 75% rated as satisfied or above	Greater than or equal to 85% rated as satisfied or above	N/a	This is an annual measure.
7	Asset sustainability.	Asset sustainability ratio greater than or equal to 80%	Asset sustainability ratio greater than or equal to 90%	102%	This target is exceeding core and stretch targets.
8	Delivery of Council's capital works.	Greater than or equal to 80% of Council's planned capital works program (adjusted for extraordinary items)	Greater than or equal to 90% of Council's planned capital works program (adjusted for extraordinary items)	Verbal update	This is an annual measure.

**RECOMMENDATIONS (1)****DUE DATES**

That Council:

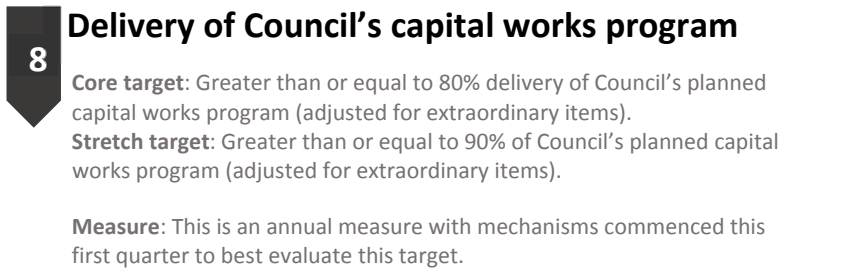
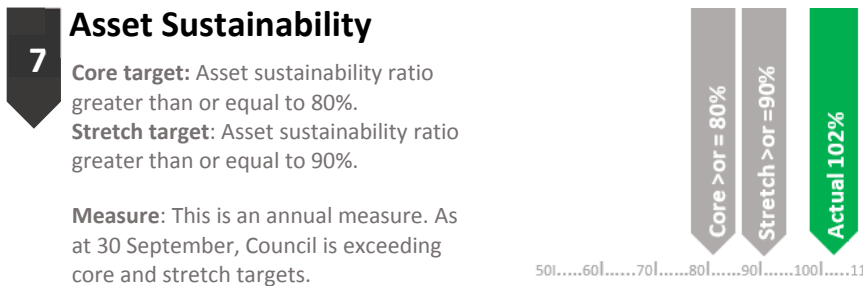
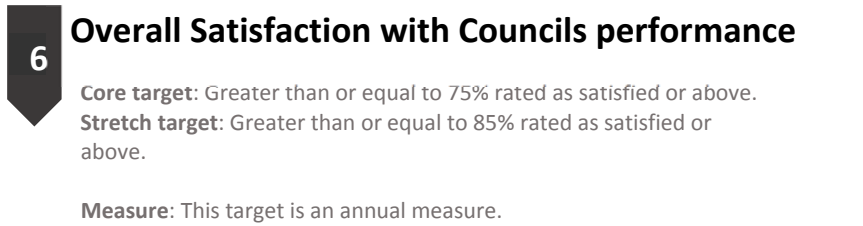
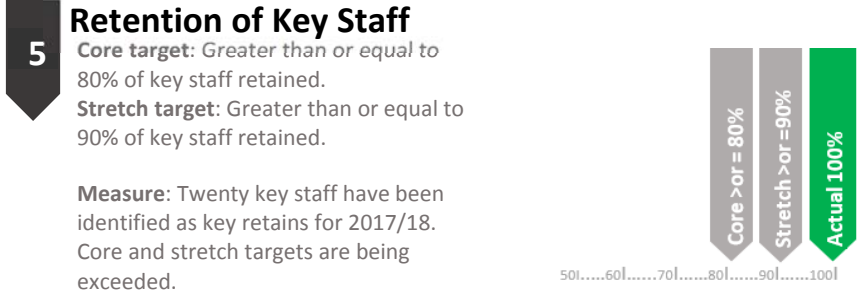
1. Notes the Corporate and CEO's Key Performance Indicators for the year to date.

27 Nov 2017



OVERALL RATING:

5 4 3 2 1



## QUARTER ONE: JULY '17 – SEPT '17



No.	Project name	Status	Comment
1	Commencing Community Land Revocation on at least 4 parcels of land.	Completed six parcels of land.	<ul style="list-style-type: none"> <li>• Toc H Hall approval for disposal (GC251016R04)</li> <li>• Mc Connell approval for retention (GC260917R05)</li> <li>• Louise Avenue approval for disposal (GC250717R08)</li> <li>• Luke Court approval for disposal (GC250717R08)</li> <li>• Oliphant Avenue Reserve for retention (GC241017R09)</li> <li>• Ranger Street Reserve for retention (GC241017R10)</li> </ul>
2	Substantial completion of Hallett Cove Foreshore project (subject to budget approval).	Completed.	Hallett Cove Foreshore Master Plan Stage 4 (Playground and Reserve) adopting budget approval (GC220817R08) and report presented October (GC241017R16) endorsed designs.
3	Fully expending the \$500,000 street-scaping budget by 30 June 2017.	Commenced.	Ramrod Tender awarded works to commence late October 2017. Finniss Street design progressing.
4	Development of a concept plan for Railway Terrace from Sixth Avenue, Ascot Park to Cross Road on the Adelaide Marino Rocks Greenway.	Commenced.	Consultant currently working on concepts and cross sections.
5	90% of Council resolutions completed by the due date.	Completed. Average: 97%	Nov '16: 100% Feb '17: 98% May: 96% Aug '17: 100% Dec '16: 97% Mar '17: 97% Jun: 97% Sep '17: 97% Jan '17: 98% Apr '17: 92% Jul: 97% Oct '17: TBA%
6	At least 12 major service reviews completed in the 12 months November 2016 – November 2017.	Completed. 13 Service Reviews conducted.	Qtr 1: Governance, Recruitment, Marion Outdoor Pool Qtr 2: Drainage, Maintenance of Council facilities, Library, Qtr 3: Parking, Management of Recycling Depot, Stores, Qtr 4: Roads, Asset management, Marion Celebrates. Public litter.
7	Best endeavours to negotiate public use of Glenthorne, consistent with the September resolution.	On hold by Council Resolution.	September resolution (GC270916R04) supported Glenthorne to be a site preserved for revegetation. A November report (GC11116R06) endorsed a community engagement strategy regarding the site. Council passed a rescission motion in April 2017 (GC110417R05) effectively voiding the November decision with the result that a further report will be brought to Council in April 2018 to review status and next stages.
8	Improved format and clarity of reports coming to General Council.	Commenced.	Tenders called for implementation of software solution expecting contracts to be signed October 2017.
9	Report results of tennis and netball review to council for consideration by the end of April 2017 so budget allocation for implementation can be considered in the 2017/18 budget.	Completed and met.	Tennis and Netball Review Report was presented to Council (GC280217R06) endorsing a three year works program and budget. A rescission motion was endorsed by Council (GC280317R09) to amend the February works program and budget.
10	Marion Outdoor Pool Masterplan – proposed improvements to be prioritised, costed and brought to Council for decision (expected March/April 2017).	Completed and met.	The Marion Outdoor Swimming Centre Master Plan was presented to the Infrastructure and Strategy Committee (ISC020517R7.1) with subsequent endorsement by Council (GC090517R02).
11	IT Improvements allowing EM's to; 1. Blog in relevant categories and 2. Easily search for historical reports and minutes indexed by topic.	Commenced.	This KPI relates to KPI 8 above and was incorporated in the CMS Website Platform project. The website project is on track for launch April 2018 with EM functionality and searching improvements incorporated. At an Elected Member forum in November 2017, staff will present Elected Members with the proposed design to ensure these improvements are appropriately met.
12	Demonstrated, increased savings from Council Solutions and /or Council collaborations (i.e. 2015/16).	Completed and met.	Council Solutions identified an estimated total of \$974,683 as the City of Marion's savings achieved for this period.
13	Business case (cost benefit) for Council's LGA Membership completed by the end of February 2017.	Completed and met.	At the Special General Council meeting on 1 August 2016 (SGC010816F01), it was resolved that a report be presented to Council in March 2017 to determine its LGA Membership for 2017/18 and beyond. This was achieved with a report presented (GC140317F02) regarding membership and an additional report (GC140317F03) regarding LGA Insurance Schemes.