

His Worship the Mayor
Councillors
CITY OF MARION

NOTICE OF REVIEW AND SELECTION COMMITTEE MEETING

Committee Room 2, Council Administration Centre
245 Sturt Road, Sturt

Tuesday, 28 May 2019 at 05:00 PM

The CEO hereby gives Notice pursuant to the provisions under Section 83 of the Local Government Act 1999 that a Review and Selection Committee meeting will be held.

A copy of the Agenda for this meeting is attached in accordance with Section 83 of the Act.

Meetings of the Council are open to the public and interested members of this community are welcome to attend. Access to the Council Chamber is via the main entrance to the Administration Centre on Sturt Road, Sturt.



Adrian Skull
Chief Executive Officer



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OPEN MEETING

KAURNA ACKNOWLEDGEMENT

We acknowledge the Kaurna people, the traditional custodians of this land and pay our respects to their elders past and present.

ELECTED MEMBERS DECLARATION (if any)

CONFIRMATION OF MINUTES

Confirmation of the minutes for the Review and Selection Committee Meeting held on 7 May 2019

Originating Officer Unit Manager Governance and Records - Jaimie Thwaites

Corporate Manager Manager Corporate Governance - Kate McKenzie

Report Reference: RSC190528R01

RECOMMENDATION:

That the minutes of the Review and Selection Committee Meeting held on 7 May 2019 be taken as read and confirmed.

ATTACHMENTS:

#	Attachment	Type
1	Minutes_RSC190507_	PDF File

**MINUTES OF THE REVIEW & SELECTION COMMITTEE MEETING
HELD AT ADMINISTRATION CENTRE**

**245 STURT ROAD, STURT
ON TUESDAY 7 MAY 2019**



PRESENT

Elected Members

His Worship the Mayor Kris Hanna
Councilors Kendra Clancy, Jason Veliskou, Tim Pfeiffer

In Attendance

Adrian Skull	Chief Executive Officer
Steph Roberts	Human Resources Manager
Vincent Mifsud	General Manager Corporate Services
Abby Dickson	General Manager City Development
Stephen Zillante	Acting Manager Development and Regulatory Services
Ray Barnwell	Manager Finance

1. OPEN MEETING

The Mayor opened the meeting at 6.00 pm on Tuesday 7 May 2019

2. KAURNA ACKNOWLEDGEMENT

We acknowledge the Kaurna people, the traditional custodians of this land and pay our respects to their Elders past and present.

3. ELECTED MEMBERS DECLARATION (if any)

The Chair asked if any Member wished to disclose an interest in relation to any item being considered at the meeting.

No declarations

4. CONFIRMATION OF MINUTES

Confirmation of the minutes for the Review and Selection Committee Meeting held on 2 April 2019

Report Reference: RSC190507R01

Moved Councilor Clancy

Seconded Councilor Pfeiffer

That the minutes of the Review and Selection Committee Meeting held on 2 April 2019 be taken as read and confirmed.

Carried Unanimously

5. BUSINESS ARISING – Nil

6. CONFIDENTIAL ITEMS

Selection of candidates for interview/appointment to Council Assessment Panel
Report Reference RSC190507F01

Moved Councilor Pfeiffer

Seconded Councilor Clancy

That pursuant to Section 90(2) and 90(3)(a) of the *Local Government Act 1999*, the Council orders that all persons present, with the exception of the following persons: Adrian Skull, Abby Dickson, Steph Roberts and Stephen Zillante, be excluded from the meeting as the Committee receives and considers information relating to the selection of candidates for interview/appointment for Council Assessment Panel, upon the basis that the Committee 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 disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person.

6.02pm the meeting went into confidence

Carried Unanimously

6.02pm Vincent Mifsud and Ray Barnwell left the meeting

6.30pm Stephen Zillante left the meeting

Moved Councilor Pfeiffer

Seconded Councilor Veliskou

1. In accordance with Section 91(7) and (9) of the *Local Government Act 1999* the Committee orders that this report, Selection of candidates for interview/appointment for Council Assessment Panel , appendix and the minutes arising from this report having been considered in confidence under Section 90(2) and (3)(a) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting (except to notify the above named of these committee resolutions, kept in confidence). This confidentiality order will be reviewed at the General Council Meeting in December 2019.

Carried Unanimously

Minutes of the Review and Selection Committee Meeting held on 7 May 2019

6.40pm the meeting came out of confidence

6.40pm Vincent Mifsud and Ray Barnwell re-joined the meeting

6.40pm Abby Dickson left the meeting

7. REPORTS FOR DISCUSSION

2019-20 Corporate and CEO KPIs

Report Reference RSC190507R02

- Community Engagement KPI

To be changed as follows:

Core target: Project-specific communications to the public should be timely and accurate

Stretch Target: 100%

Clarity on KPI: All community consultation or messaging about specific projects, as assessed by Elected Members.

Encourage staff to explore why issues have arisen and how it may be avoided in the future.

ACTION: CEO to follow up and report back to the committee on the issue raised about the lack of elected member communication regarding the Marion outdoor pool car park.

Moved Councilor Veliskou

Seconded Councilor Clancy

That the Review and Selection Committee:

1. Recommend to Council the alignment of the proposed organisational KPIs to the CEO's KPIs for the 2019/20 financial year subject to clarification of the 9th KPI wording.

Carried Unanimously

8. Corporate and CEO KPI Report Quarter Three 2018/19

Report Reference RSC190507R03

Employee Costs: Will be monitored closely over the last quarter. Projection for year-end (as at the end of March) is 2.77%.

Delivery of agreed projects: **ACTIONS**

- Given we are on target, request for the red line to be removed from the chart.
- Add to KPI report: Refer to forum agenda for specific details for those projects off track and include a bullet point listing in Appendix of those projects off track, where it is practical to do so (i.e. a small number of projects are off track)

Moved Councilor Pfeiffer**Seconded Councilor Veliskou**

That the Review and Selection Committee;

1. Note this report

Carried Unanimously**9. REPORTS FOR NOTING**

Employee Exit Data and Analysis
Report Reference RSC190705R04

Discussion regarding performance management related matters.

Moved Councillor Veliskou**Seconded Councillor Pfeiffer**

That pursuant to Section 90(2) and 90(3)(a) of the *Local Government Act 1999*, the Council orders that all persons present, with the exception of the following persons: Adrian Skull, Vincent Mifsud, Ray Barnwell and Steph Roberts, be excluded from the meeting as the Committee receives and considers information relating to the employee exit data, upon the basis that the Committee 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 disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person.

Carried Unanimously**7.10pm Moved into confidence****7.30pm Moved out of confidence****Moved Councillor Veliskou****Seconded Councillor Pfeiffer**

That the Review and Selection Committee:

1. Notes the report

Carried Unanimously**10. WORKSHOP / PRESENTATION - Nil****11. OTHER BUSINESS - Nil****12. MEETING CLOSURE - Meeting declared Closed at 07.40 PM****CONFIRMED THIS 6th Day of August 2019**

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CHAIRPERSON

CONFIDENTIAL ITEMS**Cover Report - Appointment to Council Assessment Panel**

Originating Officer	Executive Assistant to General Manager City Development - Pauline Corcoran
Corporate Manager	Acting Manager Development and Regulatory Services - Stephen Zillante
General Manager	General Manager City Development - Abby Dickson
Report Reference	RSC190528F01

RECOMMENDATION

That pursuant to Section 90(2) and 90(3)(a) of the *Local Government Act 1999*, the Council orders that all persons present, with the exception of the following persons: Abby Dickson, Steph Roberts, Kate, McKenzie, Warwick Deller-Coombs, Stephen Zillante and Alex Wright, be excluded from the meeting as the Committee receives and considers information relating to the selection of candidates for interview/appointment for Council Assessment Panel, upon the basis that the Committee 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 disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person.

Appointment of CAP Members

CONFIDENTIAL

Reason For Passing This Resolution:

Local Government Act (SA) 1999 S 90 (2) 3(a): information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

OTHER BUSINESS

MEETING CLOSURE