

His Worship the Mayor
Councillors
City of Marion

Notice of Special Review and Selection Committee

Committee Room 1, Council Administration Centre
245 Sturt Road, Sturt

Friday, 20 August 2021 at 5.30 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 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 Committee Rooms is via the main entrance to the Administration Centre on Sturt Road, Sturt.



Tony Harrison
Chief Executive Officer

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1 Open Meeting

2 Kurna Acknowledgement

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

3 Elected Member Declaration of Interest (if any)

4 Confirmation of Minutes

4.1 Confirmation of Minutes of the Review and Selection Committee Meeting held on 3 August 2021

| | |
|---------------------|---|
| Report Reference | SRSC210820R4.1 |
| Originating Officer | Acting Manager People and Culture – Rachel Read |
| Corporate Manager | N/A |
| General Manager | Chief Executive Officer – Tony Harrison |

RECOMMENDATION

That the minutes of the Review and Selection Committee Meeting held on 3 August 2021 be taken as read and confirmed.

ATTACHMENTS

1. RSC210803 - Final Minutes [4.1.1 - 5 pages]



**Minutes of the Review and Selection Committee
held on Tuesday, 3 August 2021 at 6.00 pm
Committee Room 1, Council Administration Centre
245 Sturt Road, Sturt**





PRESENT

His Worship the Mayor Kris Hanna
Councillor Tim Gard
Councillor Maggie Duncan

In Attendance

Chief Executive Officer - Tony Harrison
General Manager City Development - Iliia Houridis
Manager Office of the CEO – Kate McKenzie
Acting Manager People and Culture – Rachel Read
Chief Financial Officer – Ray Barnwell

1 Open Meeting

The Mayor opened the meeting at 6.01 pm

2 Kurna Acknowledgement

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

3 Elected Member Declaration of Interest (if any)

The Chair asked if any member wished to disclose an interest in relation to any item being considered at the meeting. Nil interests were disclosed.

4 Confirmation of Minutes

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| 4.1 Confirmation of Minutes of the Special Review and Selection Committee Meeting held on 1 June 2021 | |
| Report Reference | RSC210803R4.1 |

Moved – Councillor Gard

Seconded – Councillor Duncan

That the minutes of the Special Review and Selection Committee Meeting held on 1 June 2021 be taken as read and confirmed.

Carried Unanimously



5 Confidential Items

5.1 Cover Report - Staff Movements and Exit Survey Data

Report Reference RSC210803F5.1

Moved – Councillor Duncan

Seconded – Councillor Gard

That pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council orders that all persons present, with the exception of the following persons: Chief Executive Officer and Manager People and Culture, be excluded from the meeting as the Council receives and considers information relating to *Staff Movements and Exit Survey Data*, 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 past and present employees of the City of Marion.

Carried Unanimously

6:03pm the meeting went into confidence.

Moved – Councillor Duncan

Seconded – Councillor Gard

In accordance with Section 91(7) and (9) of the *Local Government Act 1999*, the Council orders that this report, the attachments and any minutes arising from the report having been considered in confidence under Section 90(2) and (3)(a) of the Act be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2021.

Carried Unanimously

6:14pm the meeting came out of confidence.

6 Reports for Discussion

6.1 Independent Member - Finance and Audit Committee

Report Reference RSC210803R6.1

Moved – Councillor Gard

Seconded – Councillor Duncan

That pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council orders that all persons present be excluded from the meeting as the Council receives and considers information relating to *Independent Member Finance and Audit Committee*, 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 employment of Independent Member Finance and Audit Committee.

Carried Unanimously

6:15pm the meeting went into confidence.



6:22pm the meeting came out of confidence.

Moved – Councillor Duncan

Seconded – Councillor Gard

That the Review and Selection Committee:

1. Recommend to Council that Ms Emma Hinchey be re-appointed as Chair to the Finance and Audit Committee for a period of 3 years until 30 November 2024.

Carried Unanimously

6.2 Warriparinga Advisory Team

Report Reference RSC210803R6.2

The Committee discussed the following points:

- That the recruitment Panel should include a staff member with technical background. This role will be Manager City Property.
- Whether political affiliations should be included within the advert for the role and the committee suggested it be removed.

Moved – Councillor Gard

Seconded – Councillor Duncan

That the Review and Selection Committee:

1. Approve the process and timeframes for recruitment via an Expression of Interest process as outlined in the report with minor amendments as discussed.
2. Conduct the interviews, with the addition of the Manager City Property, following the Expression of Interest process for the recruitment of 2 members to the Warriparinga Advisory Team.
3. Provide recommendation to Council for the two WAT members selected through the Expression of Interest process for Council's endorsement.
4. Notes that City of Marion, People and Culture team will coordinate the recruitment process and advertising.

Carried Unanimously

7 Reports for Noting

7.1 Corporate and CEO KPI Report Quarter Four 2020/21

Report Reference RSC210803R7.1

The Committee noted the report and discussed the two KPI's/targets that had not been met for 2020/21:

- Staff Teamgage Survey and satisfaction stretch target had not been met for the participation rates.
- Lost Time Injury Frequency rate target had not been met. It had been reported to Council through the monthly WHS report for some months that the target wouldn't be achieved.



Action:

Provide the Committee with an example of Teamgage survey results at the next committee meeting.

Moved – Councillor Duncan

Seconded – Councillor Gard

That the Review and Selection Committee:

- 1. Notes this report and information contained within the attachments for Quarter Four.

Carried Unanimously

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8 Workshop / Presentation Items - Nil

9 Other Business

10 Meeting Closure

The meeting shall conclude on or before 9.00pm unless there is a specific motion adopted at the meeting to continue beyond that time.

The meeting was declared closed at 7:06pm

CONFIRMED THIS 20TH DAY OF AUGUST 2021

CHAIRPERSON

5 Confidential Items

5.1 Cover Report - Appointment of Independent Members - Warriparinga Advisory Team

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|---------------------|--|
| Report Reference | SRSC210820F5.1 |
| Originating Officer | Manager City Property – Thuyen Vi-Alternetti |
| Corporate Manager | Manager City Property - Thuyen Vi-Alternetti |
| General Manager | General Manager City Development - Ilia Houridis |

REASON FOR CONFIDENTIALITY

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)

RECOMMENDATION

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: Chief Executive Officer, General Manager City Development, Manager People and Culture, Manager Office of the Chief Executive, Manager City Property, be excluded from the meeting as the Committee receives and considers information relating to Appointment of Independent Members – Warriparinga Advisory Team, 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 recruitment of independent members of the Warriparinga Advisory Team.

6 Reports for Discussion - Nil**7 Reports for Noting - Nil****8 Workshop / Presentation Items - Nil****9 Other Business****10 Meeting Closure**

The meeting shall conclude on or before 9.30pm unless there is a specific motion adopted at the meeting to continue beyond that time.