

**MINUTES OF THE REVIEW & SELECTION COMMITTEE MEETING  
HELD AT ADMINISTRATION CENTRE  
245 STURT ROAD, STURT  
ON TUESDAY 7 MAY 2019**

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**PRESENT**

**Elected Members**

His Worship the Mayor Kris Hanna  
Councillors 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 Councillor Clancy**

**Seconded Councillor 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

6.30 pm 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**

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 9<sup>th</sup> 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**

**7.10 pm 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 6<sup>th</sup> Day of August 2019**

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**CHAIRPERSON**