

**MINUTES OF THE RSC200204 - REVIEW AND SELECTION COMMITTEE**

**Tuesday, 04 February 2020 at 06:30 PM**

**Council Administration Centre, 245 Sturt Road, Sturt**



## **PRESENT**

### **Elected Members**

His Worship the Mayor Kris Hanna  
Councillors Kendra Clancy and Luke Hutchinson

### **In Attendance**

Adrian Skull	Chief Executive Officer
Steph Roberts	Human Resources Manager
Kate McKenzie	Manager Governance
Ilia Houridis	General Manager City Development
Sorana Dinmore	General Manager Corporate Services
David Harman	Unit Manager Statutory Finance & Payroll
Warwick Deller-Coombs	Manager Development and Regulatory Services

## **OPEN MEETING**

The Mayor opened the meeting at 06:35 PM

## **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) – Nil**

## **CONFIRMATION OF MINUTES**

**Confirmation of the minutes for the Review and Selection Committee Meeting held on 5 November 2019**

**Report Reference:** RSC200204R01

**Moved Councillor Clancy, Seconded Councillor Hutchinson**

That the minutes of the Review and Selection Committee Meeting held on 5 November 2019 be taken as read and confirmed.

**Carried Unanimously**

**BUSINESS ARISING – Nil**

**CONFIDENTIAL ITEMS - Nil**

## **REPORTS FOR DISCUSSION**

### **CEO Performance and Remuneration Review Timeline and Approach 2019-2020**

**Report Reference:** RSC200204R02

#### **Moved Councillor Hutchinson, Seconded Councillor Clancy**

Discussion regarding the 360 degree review and the value of it, given the consistency of the results over the past three years. It is recommended to remove the process for the 19/20 performance year and re-visit in the 20/21 performance year.

That the Review and Selection Committee:

1. Recommends the proposed approach and timeline for the CEO's performance and remuneration review as outlined in Appendix 1 subject to the following amendments:
  - removal of the 360 degree feedback process, with thanks to be provided to Ms McEwan for her contribution over the past three years.

**Carried Unanimously**

### **Council Assessment Panel Review**

**Report Reference:** RSC200204R03

#### **Moved Councillor Hutchinson, Seconded Councillor Clancy**

That:

1. 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 Steph Roberts, Adrian Skull, Ilia Houridis, Sorana Dinmore, Kate McKenzie, Warwick Deller-Coombs and David Harman be excluded from the meeting as the Committee receives and considers information relating to the Council Assessment Panel Review, 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 personal affairs of current Council Assessment Panel members.

**Carried Unanimously**

6.45pm the meeting went into confidence

6.45pm all staff left the meeting

6.50pm the meeting came out of confidence

6.50pm all staff returned to meeting

6.50pm Ilia Houridis and Warwick Deller-Coombs joined the meeting

**Moved Councillor Hutchinson, Seconded Councillor Clancy**

That:

1. 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 Steph Roberts, Adrian Skull, Iliia Houridis, Sorana Dinmore, Kate McKenzie, Warwick Deller-Coombs and David Harman be excluded from the meeting as the Committee receives and considers information relating to the Council Assessment Panel Review, 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 personal affairs of current Council Assessment Panel members.

**Carried Unanimously**

6.50pm the meeting went into confidence

**Moved Councillor Hutchinson, Seconded Councillor Clancy**

Discussion regarding a review process for independent committee members, in order for them to be able to assess their performance.

7.05pm the meeting came out of confidence

That the Review and Selection Committee:

1. Endorses the reappointment of the current Presiding Member, Mr Terry Mosel, as the Presiding Member (as an Independent Council Assessment Panel Member) for a 2 year period commencing on 1 July 2020.
2. Requests that Administration commence the recruitment process for 3 Independent Council Assessment Panel Members.
3. Endorses the reappointment of the current Independent Council Assessment Panel Member Gavin Lloyd-Jones as Deputy Member for a 2 year period commencing on 1 July 2020.

**Carried Unanimously**

7.05pm Mayor Hanna left the meeting

7.05pm Meeting suspended due to lack of quorum

7.10pm Warwick Deller-Coombs and Iliia Houridis left the meeting

7.10pm Mayor Hanna re-joined the meeting

**REPORTS FOR NOTING**

**Corporate and CEO KPI Report Quarter Two 2019/20**

**Report Reference: RSC200204R04**

**Moved Councillor Clancy, Seconded Councillor Hutchinson**

Staff Engagement KPI shows achieved, however it was not achieved.

Discussion regarding agency staff numbers with pool, grant funded and Gap Year removed.

ACTION: Administration to provide members the change in agency staff over last 12 month period

That the Review and Selection Committee:

- 1. Note this report.

**Carried Unanimously**

**KPI report - Staff Vacancies Data**

**Report Reference: RSC200204R05**

**Moved Councillor Clancy, Seconded Councillor Hutchinson**

Discussion regarding vacancies and how the budget is managed, allowing for vacancies.

That the Review and Selection Committee:

- 1. Note this report.

**Carried Unanimously**

**WORKSHOP / PRESENTATION ITEMS - Nil**

**OTHER BUSINESS - Nil**

**MEETING CLOSURE**

Meeting Declared Closed at 07.27 PM

**CONFIRMED THIS 5TH DAY OF MAY 2020**

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**CHAIRPERSON**