

MINUTES OF THE RSC200505-REVIEW AND SELECTION COMMITTEE

Tuesday, 05 May 2020 at 06:00 PM



PRESENT

Elected Members

His Worship the Mayor Kris Hanna

Councillors Kendra Clancy, Matthew Shilling, Luke Hutchinson and Ian Crossland

In Attendance

Adrian Skull

Chief Executive Officer

Steph Roberts

Manager People and Culture

Kate McKenzie

Manager Corporate Governance

Tony Lines

General Manager City Services

Brett Jaggard

Unit Manager Open Space Operations

Liz Byrne

Manager Community Connections

OPEN MEETING

The Mayor opened the meeting at 06:03 PM

KAURNA ACKNOWLEDGEMENT

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

CONFIRMATION OF MINUTES

Confirmation of the minutes for the Review and Selection Committee Meeting held on 4 February 2020 and Special Review and Selection Committee Meeting held on 30 March 2020

Report Reference: RSC200505R01

Moved Councillor Hutchinson, Seconded Councillor Shilling

That the minutes of the Review and Selection Committee Meeting held on 4 February 2020 and Special Review and Selection Committee Meeting held on 30 March 2020 be taken as read and confirmed.

Carried Unanimously

6.05pm Councillor Crossland joined the meeting

BUSINESS ARISING

REPORTS FOR DISCUSSION

2020-21 Corporate and CEO KPIs

Report Reference: RSC200505R02

Discussion regarding draft KPIs

- Financial sustainability KPI, discussion regarding time period
- Previously operational targets/goals were set for the CEO, which was important at the time
- Whether to seek member input into setting additional KPIs for the CEO
- Environmental KPI, Carbon Neutrality included in the draft KPIs, target to be determined
- Lost time frequency rate, discussion regarding the 10% reduction target
- Employee costs. Focus has been to drive down employee costs. The KPI incentive is to come in on last year's budget, not to improve on it. Suggestion it would be useful to show a 5 year average, allowing for slight movement up and down (as per page 23 3rd Quarter KPI report). Suggest show the stretch as a rolling average. Employee costs target to be inclusive all staff required to deliver the program of works.

ACTION:

- Include wording for a 2-3 year rolling average target for inclusion in the General Council report.
- Email to Elected members to gain input into the KPI adjustments proposed by administration
- Delivery of Capital Works, carry overs to be tightened, an increased stretch target suggested, it was agreed to leave as is.
- Work with the existing list of KPIs and finalise at General Council

6.08pm Brett Jaggard joined the meeting

6.20pm Liz Byrne joined the meeting

6.25pm Councillor Crossland left the meeting

Moved Councillor Shilling, Seconded Councillor Hutchinson

That the Review and Selection Committee:

1. Recommend to Council the alignment of the proposed corporate KPIs to the CEO's KPIs for the 2020/21 financial year

Carried Unanimously

REPORTS FOR NOTING

Corporate and CEO KPI Report Quarter Three 2019/20

Report Reference: RSC200505R03

- Asset sustainability below target, however anticipated to be achieved by the end of the financial year.
- Staff engagement score below target. Administration have changed platforms to Teamgage, with an engagement score at the end of the third quarter of 86% for administration staff and 88% for field staff. We anticipate next quarter will be a higher result. The survey is currently being conducted fortnightly.

Moved Councillor Hutchinson, Seconded Councillor Clancy

That the Review and Selection Committee:

1. Notes the report and attachments.

Carried Unanimously

Agency staff

Report Reference: RSC200505R04

- Administration will need to engage casual staff for the Council endorsed street tree planting program
- Question regarding the level of pressure administration place to minimise expenditure of casual staff. Complexities in works have increased and need to utilise resources appropriately
- Recognition of the focus of not over resourcing and being scalable with casuals
- Funding with new development, challenge with labour budget
- Last quarter agency staff will be reduced due to COVID-19

Moved Councillor Shilling, Seconded Councillor Clancy

That the Review and Selection Committee:

1. Notes the report.

Carried Unanimously

6.45pm Brett Jaggard left the meeting

CONFIDENTIAL ITEMS

Cover Report - Neighbourhood Centre and Library Resourcing

Report Reference: RSC200505F01

Moved Councillor Shilling, Seconded Councillor Hutchinson

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: Adrian Skull, Tony Lines, Steph Roberts, Liz Byrne and Kate McKenzie, be excluded from the meeting as the Council receives and considers information relating to Council employees, 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 Council employees.

Carried Unanimously

6.46pm the meeting went into confidence

6.57pm the meeting came out of confidence

WORKSHOP / PRESENTATION ITEMS - Nil

OTHER BUSINESS

Nil

MEETING CLOSURE

MEETING CLOSURE - Meeting Declared Closed at 06:57 PM

CONFIRMED THIS 5 DAY OF May 2020

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CHAIRPERSON