



**Minutes of the Review and Selection Committee  
held on Tuesday, 10 October 2023 at 6.30 pm  
Committee Room 1, Council Administration Centre  
245 Sturt Road, Sturt**

**PRESENT**

His Worship the Mayor Kris Hanna  
Councillor Jayne Hoffmann  
Councillor Luke Naismith

**In Attendance**

Chief Executive Officer - Tony Harrison  
Manager People and Culture - Sarah Vinall  
Chief Financial Officer – Ray Barnwell  
Councillor Raelene Telfer

**1 Open Meeting**

The Mayor opened the meeting at 6.32pm.

**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 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

No interests were disclosed.

**4 Confirmation of Minutes****4.1 Confirmation of Minutes of the Review and Selection Committee Meeting held on 1 August 2023**

<b>Report Reference</b>	RSC231010R4.1
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**Moved Councillor Hoffmann**

**Seconded Mayor Hanna**

That the minutes of the Review and Selection Committee Meeting held on 1 August 2023 be taken as read and confirmed.

**Carried Unanimously**

The Mayor sought and was granted leave of the meeting to vary the order of agenda items to the following:

- 7.1 Council and CEO KPI Report Quarter Four 2022/23 - Final Results
- 5.3 Cover Report – Staff Movements and Exit Survey
- 5.1 Cover Report – CEO Performance and Remuneration Review
- 5.2 Cover Report – CEO Contract Review

## 7.1 Council and CEO KPI Report Quarter Four 2022/23 - Final Results

Report Reference RSC231010R7.1

The Committee discussed the overall KPI results, and invited explanatory comment from members of staff present. The Committee particularly discussed the results relating to staff engagement and requested that a report be presented to the Committee at the first meeting in 2024 regarding work on the Employee Value Proposition.

**Moved Councillor Hoffmann**

**Seconded Councillor Naismith**

That the Review and Selection Committee:

1. Notes this information and information contained within the attachments for Quarter four 2022/23 – final results.

**Carried Unanimously**

## 5 Confidential Items

### 5.3 Cover Report - Staff Movements and Exits Summary

Report Reference RSC231010F5.3

**Moved Councillor Hoffmann**

**Seconded Councillor Naismith**

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, Manager People and Culture, Chief Financial Officer, Councillor Telfer, be excluded from the meeting as the Committee receives and considers information relating to Staff Movements and Exits Summary, 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 employee personal data.

**Carried Unanimously**

6.41pm the meeting went into confidence

**Moved Councillor Naismith**

**Seconded Councillor Hoffmann**

That the Review and Selection Committee:

1. Note the Staff Movements & Exit Survey Data Q1 – 2023-24 Report
2. In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Committee orders that this report, Staff Movements and Exits Summary, and any appendices 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. This confidentiality order will be reviewed at the General Council Meeting in December 2023.

**Carried Unanimously**

7.06pm the meeting came out of confidence

### 5.1 Cover Report - CEO Performance and Remuneration Review

Report Reference RSC231010F5.1

**Moved Councillor Hoffmann**

**Seconded Councillor Naismith**

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, Manager People and Culture, Councillor Telfer be excluded from the meeting as the Committee receives and considers information relating to CEO Performance and Remuneration 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 personal affairs of the Chief Executive Officer.

**Carried Unanimously**

7.07pm the meeting went into confidence

7.13pm Councillor Telfer left the meeting and did not return

7.28pm Mr Harrison left the meeting and did not return

7.40pm Ms Vinall left the meeting and did not return

**Moved Councillor Naismith**

**Seconded Councillor Hoffmann**

That the meeting be extended until the conclusion of all items listed on the agenda.

**Carried Unanimously**

7.59pm meeting extended

**Moved Councillor Hoffmann**

**Seconded Councillor Naismith**

In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Council orders that this report, CEO Performance and Remuneration Review, any appendices 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. This confidentiality order will be reviewed at the General Council Meeting in December 2023.

**Carried Unanimously**

8.21pm the meeting came out of confidence

## **5.2 Cover Report - CEO Contract Review**

Report Reference RSC231010F5.2

**Moved Councillor Hoffmann**

**Seconded Councillor Naismith**

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: Manager People and Culture, be excluded from the meeting as the Committee receives and considers information relating to CEO Contract 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 personal affairs of the Chief Executive Officer.

**Carried Unanimously**

8.22pm the meeting went into confidence

**Moved Councillor Naismith**

**Seconded Councillor Hoffmann**

In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Council orders that this report, CEO Contract Review, any appendices 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. This confidentiality order will be reviewed at the General Council Meeting in December 2023

**Carried Unanimously**

9.05pm the meeting came out of confidence

## **6 Reports for Discussion - Nil**

## **7 Reports for Noting**

## **8 Workshop / Presentation Items - Nil**

## **9 Other Business**

## **10 Meeting Closure**

The meeting was declared closed at 9.06pm.

CONFIRMED THIS 5 DAY OF DECEMBER 2023

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CHAIRPERSON