



**Minutes of the Review and Selection Committee
held on Tuesday, 5 December 2023 at 5.30 pm
Council Chamber, Council Administration Centre
245 Sturt Road, Sturt**

PRESENT

His Worship the Mayor Kris Hanna
Councillor Jayne Hoffmann
Councillor Matt Taylor

In Attendance

Councillor Sarah Luscombe
Chief Executive Officer - Tony Harrison
Manager Office of the CEO - Kate McKenzie
Manager People and Culture - Sarah Vinall
Manager Development and Regulatory Services – Warwick Deller-Coombs
Team Leader - Planning - Alex Wright

1 Open Meeting

The Mayor opened the meeting at 5.33pm.

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.

There were no interests declared.

4 Confirmation of Minutes**4.1 Confirmation of Minutes of the Review and Selection Committee Meeting held on 10 October 2023**

Report Reference	RSC231205R4.1
-------------------------	---------------

Moved Councillor Hoffmann**Seconded Mayor**

That the minutes of the Review and Selection Committee Meeting held on 10 October 2023 be taken as read and confirmed.

Carried unanimously

5 Confidential Items - Nil**6 Reports for Discussion**

6.1 Review and Selection Committee Work Program and Meeting Schedule for 2024

Report Reference RSC231205R6.1

Moved Councillor Taylor

Seconded Councillor Hoffmann

That the Review and Selection Committee:

1. Notes the proposed meeting dates for 2024:
 - Tuesday 6 February 2024 (5.30pm - 6.30pm)
 - Tuesday 7 May 2024 (5.30pm - 6.30pm)
 - Tuesday 6 August 2024 (5.30pm - 6.30pm)
 - Tuesday 5 November 2024 (5.30pm - 6.30pm)
2. Notes the proposed work program for 2024 identified at Attachment 1 to the report.

Carried unanimously

6.2 Appointment of Independent Members to the Marion Council Assessment Panel

Report Reference RSC231205R6.2

The Mayor sought and was granted leave of the meeting to vary the agenda items and defer item 6.2 Appointment of Independent Members to the Marion Council Assessment Panel to be considered after item 7.2 Volunteer Program Report.

7 Reports for Noting

7.1 Council and CEO KPI Report Quarter One 2023/24

Report Reference RSC231205R7.1

The Committee discussed the results of KPI 2, with this largely attributed to an underspend in fleet renewal. Members also discussed progress against KPI 5 and some of the challenges with tenders in the current market. Further discussion was also held on staff engagement and how current vacant positions are being managed to avoid impact on staff while still ensuring service delivery.

Moved Councillor Hoffmann

Seconded Councillor Taylor

That the Review and Selection Committee:

1. Notes this information and information contained within the attachments for Quarter one 2023-24.

Carried unanimously

7.2 Volunteer Program Report

Report Reference RSC231205R7.2

The Committee discussed the types of roles being performed, and the biggest challenges regarding utilisation of volunteers across Marion. The members heard about the recent successful trial of the new concierge volunteer role, and discussed broadening of functions that could be undertaken by volunteers.

The Committee also discussed insurance coverage for volunteers, and Members heard that Councils cannot legally insure for medical gaps, but can provide assurance that out-of-pocket expenses (e.g., Medicare gaps), will be covered by Council.

Moved Councillor Taylor

Seconded Councillor Hoffmann

That the Review and Selection Committee:

1. Notes the report and makes any recommendations regarding the Volunteer Program.
2. Seeks a focus in future reports on volunteer opportunities for members of the community with talent and experience allowing them to participate in more than the standard volunteer programs.
3. Seeks advice in the next volunteer program report on insurance issues relating to volunteers.

Carried unanimously

6.2 Appointment of Independent Members to the Marion Council Assessment Panel

Report Reference RSC231205R6.2

The Committee discussed the usual process for renewal of members to the Panel, and the attributes of current members who are expiring.

Moved Councillor Hoffmann

Seconded Councillor Taylor

That pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the Committee orders that all persons present be excluded from the meeting as the Committee receives and considers information relating to the Appointment of Independent Members to the Marion 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 personal affairs of the current Panel members.

Carried unanimously

6.05pm the meeting went into confidence

6.18pm the meeting came out of confidence

Moved Councillor Hoffmann

Seconded Councillor Taylor

That the Review and Selection Committee:

1. Endorses the reappointment of those current members to the CAP whose terms expire on 30 June 2024 (provided members are willing to be re-appointed and maintain accreditation) for a term of two years, expiring 30 June 2026.

Carried unanimously

8 Workshop / Presentation Items - Nil

9 Other Business

10 Meeting Closure

The meeting shall conclude on or before 6.30pm unless there is a specific motion adopted at the meeting to continue beyond that time.

The meeting was declared closed at 6.19pm.

CONFIRMED THIS 6 DAY OF FEBRUARY 2024

CHAIRPERSON