

18.2 Confirmation of the Confidential Minutes of the Special Review and Selection Committee Meeting held on 7 December 2021

Report Reference	GC220125F18.2
Originating Officer	Manager People and Culture – Jessica Lynch
Corporate Manager	Manager People and Culture - Jessica Lynch
General Manager	Chief Executive Officer - Tony Harrison

CONFIDENTIAL MOTION

That pursuant to Section 90(2) and (3)(a) and (d)(i) and (ii) of the *Local Government Act 1999*, the Council orders that all persons present, with the exception of the following persons: Chief Executive Officer, Manager People and Culture, be excluded from the meeting as the Council receives and considers information relating to Confirmation of Confidential Minutes of the Special Review and Selection Committee Meeting held on 7 December 2021, 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 personal affairs of past and present employees and commercial figures of an independent third party.

REPORT OBJECTIVE

The purpose of this report is to facilitate the receiving and noting of the confidential minutes of the Special Review and Selection Committee meeting held on 7 December 2021.

EXECUTIVE SUMMARY

A summary of confidential items considered by the Committee Members is noted below.

Confidential Items

- Staff Movements and Exit Survey Data (Attachment 1)
- CEO Remuneration Review (Attachment 2)

RECOMMENDATION

That Council:

1. **Receives and notes the confidential minutes of the Special Review and Selection Committee meeting held on 7 December 2021.**
2. **Notes that separate reports will be brought to Council for consideration of any recommendations from the Review and Selection Committee.**
3. **In accordance with Section 91(7) and (9) of the *Local Government Act 1999* the Council orders that the attachments to this report, Confirmation of the Confidential Minutes of the Special Review and Selection Committee Meeting held on 7 December 2021, having been considered in confidence under Section 90(2) and (3)(a) and (d)(i) and (ii) 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 2022.**

ATTACHMENTS

1. Attachment 1 - SRSC211207F7.1 - Confidential - Final Minutes - Staff Movements and Exit Survey Data [**18.2.1** - 1 page]
2. Attachment 2 - SRSC211207F7.2 - Confidential - Final Minutes - CEO Remuneration Review [**18.2.2** - 1 page]



7 Confidential Items

7.1 Staff Movements and Exit Survey Data

Report Reference SRSC211207F7.1

Moved – Councillor Duncan

Seconded – Councillor Shilling

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: Chief Executive Officer and Manager People and Culture, be excluded from the meeting as the Council receives and considers information relating to Staff Movements and Exit Survey Data, 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 past and present employees of the City of Marion.

Carried Unanimously

6:37pm the meeting went into confidence.

The Committee discussed:

- Verification of end dates for staff leaving.
- Filling of positions in Land and Property Team.
- Current labour market trends and retention challenges in key professional streams that have intensified during COVID pandemic.

Moved – Councillor Duncan

Seconded – Councillor Shilling

That the Review and Selection Committee:

1. Notes the report.
2. In accordance with Section 91(7) and (9) of the *Local Government Act 1999*, the Council orders that this report, Staff Movements and Exit Survey Data, any appendices and the minutes arising from this report having been considered in confidence under Section 90(2) and (3)(a) of the Act be kept confidential and not available or 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 2022.

Carried Unanimously

**7.2 CEO Remuneration Review****Report Reference** SRSC211207F7.2**Moved – Councillor Duncan****Seconded – Councillor Shilling**

That pursuant to Section 90(2) and (3)(d) 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, be excluded from the meeting as the Committee receives and considers information relating to the CEO 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 commercial figures of an independent third party.

Carried Unanimously

The Committee discussed:

- Impact of caretaker period on timeline for conducting the 2021-22 CEO Performance and Remuneration review.
- Local Government Act 1999 Reforms as they relate to Chief Executive remuneration and performance review process.
- 360-degree feedback process included in the performance review.

Moved – Councillor Shilling**Seconded – Councillor Duncan**

That the Review and Selection Committee

1. Recommends to Council the proposed approach and timeline for the CEO's Performance and Remuneration Review, as outlined in Attachment 1.
2. In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Committee orders that this report, CEO Remuneration Review, any appendices and the minutes arising from this report having been considered in confidence under Section 90(2) and (3)(d) 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 2022.

Carried Unanimously

6:53pm the meeting came out of confidence.