

His Worship the Mayor  
Councillors  
**CITY OF MARION**



**NOTICE OF  
REVIEW & SELECTION COMMITTEE MEETING**

Notice is hereby given pursuant to the provisions under Section 83 of the Local Government Act 1999 that a General Council meeting will be held

**Tuesday 19 September 2017**

**Commencing at 4.30pm**

**In Committee Room 2**

**Council Administration Centre**

**245 Sturt Road, Sturt**

A copy of the Agenda for this meeting is attached in accordance with Section 83 of the Act.

Meetings of the Council are open to the public and interested members of this community are welcome to attend. Access to Committee Room 2 is via the main entrance to the Administration building on Sturt Road, Sturt.

A handwritten signature in blue ink, appearing to read "A. Dickson", is placed over a light blue rectangular background.

Abby Dickson  
**ACTING CHIEF EXECUTIVE OFFICER**

14 September 2017

**CITY OF MARION  
REVIEW & SELECTION COMMITTEE AGENDA  
FOR THE MEETING TO BE HELD ON  
TUESDAY 19 SEPTEMBER 2017  
COMMENCING AT 4.30 PM  
COMMITTEE ROOM 2  
245 STURT ROAD, STURT**



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**1. OPEN MEETING**

**2. KAURNA ACKNOWLEDGEMENT**

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

**3. MEMBER'S DECLARATION OF INTEREST (if any)**

**4. CONFIRMATION OF MINUTES**

- 4.1 Confirmation of the Minutes for the Review and Selection Committee meeting held on 22 August 2017 .....4

**5. BUSINESS ARISING**

Nil

**6. PRESENTATION**

Nil

**7. REPORTS**

Nil

**8. CONFIDENTIAL ITEMS**

- 8.1 Selection of Candidates for interview / appointment for Council Assessment Panel Report Reference: RSC190917R8.1 .....7

**9. ANY OTHER BUSINESS**

**10. MEETING CLOSURE**

The Review & Selection Committee meeting shall conclude on or before 6.00pm unless there is a specific motion adopted at the meeting to continue beyond that time.

**11. NEXT MEETING**

The next meeting of the Review & Selection Committee is scheduled to be held:

**Time: 6:30pm**

**Date: 7 November 2017**

**Venue: Committee Room 2**

**MINUTES OF THE REVIEW & SELECTION COMMITTEE MEETING  
HELD AT ADMINISTRATION CENTRE  
245 STURT ROAD, STURT  
ON TUESDAY 22 August 2017**



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**PRESENT**

**Elected Members**

Mayor Kris Hanna (Presiding Member)  
Councillor Appleby, and Councillor Veliskou

**In Attendance**

Adrian Skull	Chief Executive Officer
Steph Roberts	Manager Human Resources
Robert Tokley	Team Leader Planning
Nick Kerry	Elected Member
Nick Westwood	Elected Member

**1. OPEN MEETING**

The meeting commenced at 5.50pm.

**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. MEMBERS DECLARATION OF INTEREST**

The Presiding Member asked if any Member wished to disclose an interest in relation to any item being considered at the meeting.

- *No declarations made*

**4. CONFIRMATION OF MINUTES**

**Moved Councillor Appleby, Seconded Councillor Veliskou** that the minutes of the Review and Selection Committee meeting held on 2 May 2017 are confirmed as a true and correct record of proceedings.

**Carried Unanimously**

**Confirmation of Confidential Minutes of the Review and Selection Committee Meeting  
held 2 May 2017**

**Report Reference: RSC220817R4.2**

**Moved Councillor Appleby, Seconded Councillor Veliskou that:**

Pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the Review and Selection Committee orders that all persons present, with the exception of the following persons: Adrian Skull and Steph Roberts be excluded from the meeting as the Review and Selection Committee receives and considers information relating to CEO Key Performance Indicators for Quarter 3 2016/17 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 the Chief Executive Officer.

**Carried Unanimously**

**Moved Councillor Appleby, Seconded Councillor Veliskou that:**

In accordance with Section 91(7) and (9) of the *Local Government Act 1999* the Council orders that Appendix 1 to this report, *Confirmation of Confidential Minutes of the Review and Selection Committee Meeting held 2 May 2017* having been considered in confidence under Section 90(2) and (3)(a) of the Act, 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 2017.

**Carried Unanimously**

**5. BUSINESS ARISING**

Nil

**6. PRESENTATION**

Nil

**7. REPORTS**

**Establishment of Council Assessment Panel**

**Report Reference: RSC220817R7.1**

Discussion regarding the timeframe for the term of appointments, with consideration of the Council Assessment Panel (CAP) legislative changes.

The matter of accreditation was discussed and considered, the requirements of which will be included in the expression of interest advertisement.

It was considered a CAP Deputy Independent Member would be beneficial, to enable this position to step in when Independent Member absences occur. The new legislation allows for one or more Deputy Independent Member to fill in where required.

**Moved Councillor Veliskou, Seconded Councillor Appleby that the Review and Selection Committee:**

1. Recommend to Council that expressions of interest is sought from suitably qualified and/or experienced members of the public to fill the 4 vacant positions and 1 Deputy Independent Member position on the Council Assessment Panel for a term commencing from its first meeting in October 2017 and concluding 1 July 2019.

**Carried Unanimously**

**8. CONFIDENTIAL ITEMS**

Nil

**9. ANY OTHER BUSINESS**

**9.1 CEO 360 degree feedback interviews to be conducted by Kathryn McEwen**

Discussion regarding interviewees:

- Members: A ballot will be conducted to determine two interviewees
- Direct reports: Two of the General Managers who were not interviewed previously
- External Stakeholders: Paul Sutton and Terry Burges will be approached

**9.2 Ombudsman Report**

The Report was tabled

Councillor Veliskou expressed a perceived conflict, given he is named in the Ombudsman's Report, but stayed in the meeting to maintain quorum.

**10. MEETING CLOSURE**

The meeting was declared closed at 6.30pm

**11. NEXT MEETING**

The next meeting of the Review & Selection Committee is scheduled to be held on:

**Time: 5:30 pm**

**Date: 19 September 2017**

**Venue: Committee Room 2**

**CONFIRMED**

.....

**CHAIRPERSON**

/ /

**CITY OF MARION  
REVIEW AND SELECTION COMMITTEE  
19 SEPTEMBER 2017**

**CONFIDENTIAL REPORT**

**Originating Officer:** Rob Tokley, Team Leader - Planning

**Manager:** Jason Cattonar, Manager – Development and Regulatory Services

**General Manager:** Fiona Harvey Acting General Manager City Development

**Subject:** Selection of candidates for interview/appointment for Council Assessment Panel

**Reference No:** RSC190917R8.1

If the Council so determines, this matter may be considered in confidence under Section 90(2) and 90(3)(a) of the *Local Government Act 1999* on the grounds that the report contains information relating to the candidates for interview/appointment for the Council Assessment Panel.



**Abby Dickson  
Acting Chief Executive Officer**

**RECOMMENDATION**

1. That pursuant to Section 90(2) and 90(3)(a) of the *Local Government Act 1999*, the Council orders that all persons present, with the exception of the following persons: Abby Dickson, Steph Roberts, Robert Tokley and Fiona Harvey any other person remaining in room, be excluded from the meeting as the Committee receives and considers information relating to the selection of candidates for interview/appointment for 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 the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person.