

**Minutes of the Review and Selection Committee
held on Tuesday, 1 November 2022 at 7.30 pm
Committee Room 1, Council Administration Centre
245 Sturt Road, Sturt**

PRESENT

His Worship the Mayor Kris Hanna

Councillor Maggie Duncan

Councillor Matthew Shilling

In Attendance

Chief Executive Officer - Tony Harrison

Manager Office of the CEO - Kate McKenzie

Chief Financial Officer – Ray Barnwell

Acting Manager People and Culture - Jo McCarthy

Volunteer Development Officer – Tim Sayer

1 Open Meeting

The Mayor opened the meeting at 6.49 pm.

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 8 August 2022**

Report Reference RSC221101R4.1

Moved Councillor Shilling**Seconded Councillor Duncan**

That the minutes of the Review and Selection Committee Meeting held on 8 August 2022 be taken as read and confirmed.

Carried Unanimously

5 Confidential Items**5.1 Cover Report - Finance, Risk and Audit Committee - Independent Member**

Report Reference RSC221101F5.1

Moved Councillor Shilling**Seconded Councillor Duncan**

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: Chief Executive Officer, Manager People and Culture and Manager Office of the CEO, be excluded from the meeting as the Committee receives and considers information relating to the FRAC Independent Member, 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.

Carried Unanimously

6.50 pm the meeting went into confidence

Moved Councillor Shilling

Seconded Councillor Duncan

In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Committee orders that this report, Finance, Risk and Audit Committee – Independent Member, 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 2022

Carried Unanimously

6.52pm the meeting came out of confidence

5.2 Cover Report - Staff Movements and Exits

Report Reference RSC221101F5.2

Moved Councillor Shilling

Seconded Councillor Duncan

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

Carried Unanimously

6.52 pm the meeting went into confidence

Moved Councillor Shilling**Seconded Councillor Duncan**

In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Committee orders that this report, Staff Movements and Exits, 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 2022.

Carried Unanimously

6.59 pm the meeting came out of confidence

6 Reports for Discussion - Nil**7 Reports for Noting****7.1 Council and CEO KPI Report Quarter One 2022/23**

Report Reference RSC221101R7.1

Moved Councillor Duncan**Seconded Councillor Shilling**

The Committee queried:

- KPI 2 and noting the three project off track are listed within the report (CoMPAS, DTP and the LKCC Coach House)
- KPI 7 – noting that this has decreased from 75% however it is now being measured differently with 5 employee engagement questions per quarter instead of 9 questions. The Committee noted that this is taken at a point in time and can be impacted by what is happening.

Action: a comparative graph be included that shows how this indicator is tracking each quarter.

That the Review and Selection Committee:

1. Notes this information and information contained within the attachments for Quarter One 2022/23.

Carried Unanimously

7.2 2020-2021 Volunteer Program report

Report Reference RSC221101R7.2

The Volunteer Development Officer provided an overview of the report highlighting that there had been a good response with volunteers returning after covid and the volunteer managers are doing well.

The community discussed the utilisation of community skills, those retired or not working, who are skilled workers. It was noted that no skilled match volunteers were recruited this year and it can be a challenge with skills vs paid work and the legal requirement of the Fair Work Act. The Mayor queried whether the Fair Work Act could possibly create a risk that volunteers must be paid. It was agreed for this to be further explored.

It was noted that KPMG are completing an internal audit on volunteer management.

Moved Councillor Shilling

Seconded Councillor Duncan

That the Review and Selection Committee:

1. Notes the report and make any recommendation regarding the Volunteer Program.

Carried Unanimously

8 Workshop / Presentation Items

9 Other Business

10 Meeting Closure

The meeting shall conclude on or before 9.00pm unless there is a specific motion adopted at the meeting to continue beyond that time.

The meeting was declared closed at 7.14 pm

CONFIRMED THIS 7 DAY OF FEBRUARY 2023

CHAIRPERSON