



**Minutes of the Review and Selection Committee  
held on Tuesday, 6 August 2024 at 5.30 pm  
Chamber - Admin, Council Administration Centre  
245 Sturt Road, Sturt**

## **PRESENT**

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

## **In Attendance**

Chief Executive Officer - Tony Harrison  
Manager Office of the CEO - Kate McKenzie  
Chief Financial Officer - Ray Barnwell  
Manager People and Culture - Sarah Vinall

## **1 Open Meeting**

The Mayor opened the meeting at 5.30pm.

## **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 conflicts were declared.

## **4 Confirmation of Minutes**

### **4.1 Confirmation of Minutes of the Review and Selection Committee Meeting held on 7 May 2024**

<b>Report Reference</b>	RSC240806R4.1
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#### **Moved Councillor Taylor**

#### **Seconded Councillor Hoffmann**

That the minutes of the Review and Selection Committee Meeting held on 7 May 2024 be taken as read and confirmed.

**Carried Unanimously**

## 5 Confidential Items

### 5.1 Cover Report - Finance, Risk and Audit Committee - Independent Member and Chair

Report Reference RSC240806F5.1

The Chair sought and was granted leave for item 5.1 Finance, Risk and Audit Committee – Independent Member and Chair to be considered after item 7.2 Staff Movements and Exit Survey Summary Q4.

## 6 Reports for Discussion

### 6.1 CEO Performance Review Process

Report Reference RSC240806R6.1

**Moved Councillor Taylor**

**Seconded Councillor Hoffmann**

That the Review and Selection Committee:

1. Endorse the attached proposed process and timeline for the review of the CEO's performance and remuneration.

**Carried Unanimously**

## 7 Reports for Noting

### 7.1 Council and CEO KPI Report Quarter Four 2023-24

Report Reference RSC240806R7.1

The Committee heard from the CEO in relation to the results against the KPI on Total Employee Costs, including the work that has occurred to minimise costs associated with temporary labour, and challenges with salary matching during recruitment of new staff.

The Committee also discussed additional resources that have been temporarily put in place to support areas experiencing increased service requests such as traffic management, and whether there may be opportunity to educate residents on what council may be able to do in an effort to decrease the number of service requests.

**Moved Councillor Hoffmann**

**Seconded Councillor Taylor**

That the Review and Selection Committee:

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

**Carried Unanimously****7.2 Staff Movements & Exit Survey Summary Q4****Report Reference** RSC240806R7.2

The Committee discussed the data and the challenges faced with an ageing workforce, and heard of strategies that are now being worked through to address anticipated higher levels of retirement in pockets of the organisation over the next few years.

**Moved Councillor Hoffmann****Seconded Councillor Taylor**

That The Review and Selection Committee:

1. Notes the report

**Carried Unanimously****5.1 Cover Report - Finance, Risk and Audit Committee - Independent Member and Chair****Report Reference** RSC240806F5.1**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, with the exception of the following persons: Chief Executive Officer, Manager Office of the CEO and Manager People & Culture be excluded from the meeting as the Committee receives and considers information relating to the independent members on the Finance, Risk and Audit Committee, 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 performance of the Committee and its Members.

**Carried Unanimously**

6.07pm the meeting went into confidence

**Moved Councillor Hoffmann****Seconded Councillor Taylor**

1. 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 and Chair RSC240806F5.1' any attachments 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 the Committee's resolution(s) regarding this matter, be kept confidential and not available for public inspection upon the basis that the information relates to the performance of the Committee and its members.
2. This order shall operate until it is revoked or a further order is made and will be reviewed every 12 months.

3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Committee delegates the power to revoke the confidentiality order to the Chief Executive Officer.

**Carried Unanimously**

6.23pm the meeting came out of confidence

## **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 6.23pm.

CONFIRMED THIS 5 DAY OF NOVEMBER 2024

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CHAIRPERSON