



**Minutes of the Review and Selection Committee  
held on Tuesday, 5 November 2024 at 5.30 pm  
Chamber - Admin, Council Administration Centre  
245 Sturt Road, Sturt**

**PRESENT**

His Worship the Mayor Kris Hanna  
Councillor Matt Taylor

**In Attendance**

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

**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.

- Nil interest disclosed

The Mayor sought and was granted leave to vary the order of the agenda to consider the items in the following order:

- 4.1 Confirmation of Minutes of the Review and Selection Committee Meeting held on 6 August 2024
- 4.2 Confirmation of Minutes of the Special Review and Selection Committee Meeting held on 12 August 2024
- 6.2 Review and Selection Committee Work Program and Meeting Schedule for 2025
- 7.2 Council and CEO KPI Report Final Audited Results 23-24 and Q1 24-2
- 7.3 Staff Movement and Exits Summary Report – Q1
- 5.1 Confidential - CEO Annual Performance Review
- 5.2 Confidential - FRAC Independent Member recommendation to Council
- 6.1 Appointment of Independent CAP Members to the Marion Council

**Moved Councillor Taylor****Seconded Mayor Hanna**

That the following items be moved en bloc:

- 4.1 Confirmation of Minutes of the Review and Selection Committee Meeting held on 6 August 2024
- 4.2 Confirmation of Minutes of the Special Review and Selection Committee Meeting held on 12 August 2024
- 6.2 Review and Selection Committee Work Program and Meeting Schedule for 2025
- 7.2 Council and CEO KPI Report Final Audited Results 23-24 and Q1 24-2
- 7.3 Staff Movement and Exits Summary Report – Q1

**Carried Unanimously**

#### **4 Confirmation of Minutes**

##### **4.1 Confirmation of Minutes of the Review and Selection Committee Meeting held on 6 August 2024**

**Report Reference                      RSC241105R4.1****Moved Councillor Taylor****Seconded Mayor Hanna**

That the minutes of the Review and Selection Committee Meeting held on 6 August 2024 be taken as read and confirmed.

**Carried Unanimously**

##### **4.2 Confirmation of Minutes of the Special Review and Selection Committee Meeting held on 12 August 2024**

**Report Reference                      RSC241105R4.2****Moved Councillor Taylor****Seconded Mayor Hanna**

That the minutes of the Special Review and Selection Committee Meeting held on 12 August 2024 be taken as read and confirmed.

**Carried Unanimously**

##### **6.2 Review and Selection Committee Work Program and Meeting Schedule for 2025**

**Report Reference                      RSC241105R6.2****Moved Councillor Taylor****Seconded Mayor Hanna**

1. That the Review and Selection Committee endorses the proposed meeting dates for 2025:
  - Tuesday 4 February 2025 5.30pm – 6.30pm
  - Tuesday 6 May 2025 5.30pm – 6.30pm
  - Tuesday 5 August 2025 5.30pm – 6.30pm
  - Tuesday 4 November 2025 5.30pm – 6.30pm
2. Notes the proposed work program for 2025 identified in Attachment 1 to the report.

**Carried Unanimously**

## 7.2 Council and CEO KPI Report Final Audited Results 23-24 and Q1 24-25

**Report Reference** RSC241105R7.2

The Committee discussed the results, particularly in relation to the end of year financial position, customer satisfaction results, and total employee costs.

**Moved Councillor Taylor**

**Seconded Mayor Hanna**

That the Review and Selection Committee:

1. Notes the Annual Accumulative and Audited Results for 2023-24 contained within the attachments; and
2. Notes the Q1 results for 2024-25 contained within the attachments.

**Carried Unanimously**

## 7.3 Staff Movement and Exits Summary Report - Q1

**Report Reference** RSC241105R7.3

**Moved Councillor Taylor**

**Seconded Mayor Hanna**

That the Review and Selection Committee:

1. Notes the report

**Carried Unanimously**

## 5 Confidential Items

**Moved Councillor Taylor**

**Seconded Mayor Hanna**

That the following cover reports to move into confidence be moved en bloc:

- CEO Annual Performance Review
- FRAC Independent Member recommendation to Council

**Carried Unanimously**

## 5.1 Cover Report - CEO Annual Performance Review

Report Reference

RSC241105F5.1

**Moved Councillor Taylor**

**Seconded Mayor Hanna**

Pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the Committee orders that all persons be excluded from attendance at that part of this meeting relating to Agenda Item 5.1: *CEO Annual Performance Review*, to enable the Committee to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item:- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the performance review of the Chief Executive Officer, which is sensitive and are details which are only know to those who have participated in the review.

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

**Carried Unanimously**

5.48pm the meeting went into confidence

**Moved Councillor Taylor**

**Seconded Mayor Hanna**

That Council:

1. Pursuant to section 91(7) of the *Local Government Act 1999*, orders that the following document(s) relating to Agenda Item 5.1: *CEO Annual Performance Review* shall be kept confidential, except when required to effect or comply with Council's resolution(s) regarding this matter, being document(s) relating to a matter dealt with by the Committee on a confidential basis under sections 90(2) and 90(3)(a) of the Act,:

- Report
- Attachment 1
- Attachment 2
- Attachment 3
- Attachment 4
- Minutes

on the grounds that the document(s) relates to information concerning the personal affairs of any person (living or dead), the disclosure of which could reasonably be expected to be unreasonable, being information relating to the performance review of the Chief Executive Officer, which is sensitive and are details of which are only know to those who have participated in the review process.

2. Determines this order shall operate until it is revoked and will be reviewed every 12 months.
3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, delegates to the Manager People and Culture the power to revoke this order in whole or part.

**Carried Unanimously**

6.02pm the meeting came out of confidence

## 5.2 Cover Report - FRAC Independent Member recommendation to Council

Report Reference RSC241105F5.2

### Moved Councillor Taylor

### Seconded Mayor Hanna

Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the Committee orders that the all persons be excluded from attendance at that part of this meeting relating to Agenda Item 5.2: *FRAC Independent Member Recommendation to Council*, to enable the Committee to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item: Information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recommendation of appointment of an independent member to the Finance, Risk and Audit Committee containing sensitive information and details which are only know to those who have participated in the selection process.

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

**Carried Unanimously**

6.02pm the meeting went into confidence

### Moved Councillor Taylor

### Seconded Mayor Hanna

1. Pursuant to section 91(7) of the Local Government Act 1999, orders that the following document(s) relating to Agenda Item 5.2: *FRAC Independent Member recommendation to Council* shall be kept confidential, except when required to effect or comply with Council's resolution(s) regarding this matter, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3)(a) of the Act:
  - Report - *FRAC Independent Member Recommendation to Council*
  - Minutes

on the grounds that the document(s) relates to information the disclosure of which could reasonably be expected to release personal information of the candidates for the Finance Risk and Audit Committee.

2. Determines this order shall operate:
  - until the appointment process has been finalised by Council and the successful candidates notified.

and will be reviewed every 12 months if not released prior.

3. Pursuant to section 91(9)(c) of the Local Government Act 1999, delegates to the Chief Executive Officer the power to revoke this order in whole or part.

**Carried Unanimously**

6.07pm the meeting came out of confidence

## 6 Reports for Discussion

### 6.1 Appointment of Independent CAP Members to the Marion Council

**Report Reference** RSC241105R6.1

The Committee briefly discussed the tenure of the current members before moving into confidence.

**Moved Councillor Taylor**

**Seconded Councillor Mayor Hanna**

Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the Committee orders that all persons be excluded from attendance at that part of this meeting relating to Agenda Item 6.1: *Appointment of Independent CAP Members to the Marion Council*, to enable the Committee to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item: Information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recommendation of appointment of an independent member to the Finance, Risk and Audit Committee containing sensitive information and details which are only known to those who have participated in the selection process.

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

**Carried Unanimously**

6.07pm the meeting went into confidence

6.11pm Chief Executive Officer, Manager People & Culture and Manager OCEO re-entered the meeting

6.14pm the meeting came out of confidence

**Moved Councillor Taylor**

**Seconded Mayor Hanna**

That the Review and Selection Committee:

1. Requests that while keeping open the option of reappointment of current CAP member, Administration seek expressions of interest from appropriately qualified/experienced members of the public for up to two independent member positions of the CAP, for either a one-year or two-year term, to be determined by Council.

**Carried Unanimously**

## 7 Reports for Noting

### 7.1 Volunteer Program Report

**Report Reference** RSC241105R7.1

**Moved Councillor Taylor**

**Seconded Mayor Hanna**

That the item be deferred to the Review and Selection Committee meeting to be held on 4 February 2025.

**Carried Unanimously**

## 8 Workshop / Presentation Items - Nil

## 9 Other Business

## 10 Meeting Closure

The meeting was declared closed at 6.16pm.

CONFIRMED THIS 4 DAY OF FEBRUARY 2025

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CHAIRPERSON