



**MINUTES OF RESOURCES AND GOVERNANCE COMMITTEE MEETING HELD IN  
COMMITTEE ROOM 1, 12 JAMES STREET, SALISBURY ON**

**21 MARCH 2016**

**MEMBERS PRESENT**

Cr B Vermeer (Chairman)  
Mayor G Aldridge (ex officio)  
Cr D Balaza  
Cr D Bryant  
Cr L Caruso  
Cr R Cook (Deputy Chairman)  
Cr D Pilkington

**STAFF**

Chief Executive Officer, Mr J Harry  
General Manager Business Excellence, Mr C Mansueto  
Acting General Manager City Development, Mr G Ratsch  
Manager Governance, Ms T Norman  
Manager Communications and Customer Relations, Mr M Bennington

The meeting commenced at 10:20 pm.

The Chairman welcomed the members, staff and the gallery to the meeting.

**APOLOGIES**

An apology has been received from Cr D Proleta.

**LEAVE OF ABSENCE**

Nil.

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## PRESENTATION OF MINUTES

Moved Cr D Balaza  
Seconded Cr D Bryant

The Minutes of the Resources and Governance Committee Meeting held on 15 February 2016, be taken and read as confirmed.

**CARRIED**

## REPORTS

### *Administration*

#### **3.0.1 Future Reports for the Resources and Governance Committee**

Moved Cr D Pilkington  
Seconded Cr D Balaza

1. The information be received.

**CARRIED**

### *Development Control Administration*

#### **3.2.1 Building Fire Safety Committee**

Moved Cr D Pilkington  
Seconded Cr R Cook

1. That the following persons be appointed to the City of Salisbury Building Fire Safety Committee for a period of three (3) years, concluding 31 March 2019:

##### **Members**

- Mr Jeff Shillabeer (City of Salisbury staff) –an accredited Building Surveyor;
- Mr Bahaa Tabet (City of Salisbury staff) – an accredited Building Surveyor;
- Mr Rene Arens – Member with specialist fire safety knowledge and an accredited Building Surveyor; and
- Mr David Kubler – Member nominated by the Chief Officer South Australian Metropolitan Fire Service.

##### **Deputy Members**

- Mr Andrew Sharred – Deputy for Mr Kubler nominated by the Chief Officer South Australian Metropolitan Fire Service.
2. That once established, the Building Fire Safety Committee appoint an appropriate Presiding Member (Chairperson) and Deputy Presiding Member, and review its *Terms of Reference* including where necessary alterations to the terms of reference to be consistent with the State Government’s “*Guide to Council Building Fire Safety Committees*”.

**CARRIED**

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*External Relations*

**3.4.1 Nominations Sought for the South Australian Public Health Council**

Moved Cr D Balaza  
Seconded Mayor G Aldridge

1. No nomination be made for the position of Local Government Member on the South Australian Public Health Council.

**CARRIED**

**3.4.2 Nominations Sought for the Local Roads Advisory Committee**

Moved Cr B Vermeer  
Seconded Mayor G Aldridge

1. Cr D Pilkington and Cr B Vermeer be nominated as a Local Government representative on the Local Roads Advisory Committee.

**CARRIED**

*Corporate Governance*

**3.6.1 Informal Gatherings Policy**

Moved Cr D Pilkington  
Seconded Mayor G Aldridge

1. The information be received.
2. The Informal Gatherings Policy, as set out in Attachment 1 to this report (Resources and Governance Committee, Item No. 3.6.1, 21/03/2016), be endorsed to take effect from the commencement of inserted provisions in section 90 of the *Local Government Act 1999* relating to the adoption of an *Informal Gatherings Policy*.

**CARRIED**

**3.6.2 Summary of Attendance at Event - Cr Bryant - Public Speaking**

Moved Cr D Bryant  
Seconded Cr R Cook

1. The information be received.

**CARRIED**

### 3.6.3 Review of Transfer of Cemetery Licences Policy

Moved Cr D Pilkington  
Seconded Cr R Cook

1. The Information be received.
2. The Transfer of Cemetery Licences Policy as set out in Attachment 1 to this report (Resources and Governance Committee, Item No. 3.6.3, 16/11/2015), be endorsed.

**CARRIED**

### 3.6.4 Review of 'City of Salisbury Code of Practice for Meeting Procedures'

Moved Cr D Pilkington  
Seconded Cr D Balaza

1. The information be received.
  2. The updated Code of Practice for Meeting Procedures (as set out in Attachment 1, Resources and Governance Committee, Item No. 3.6.4, 21/03/2016) and incorporating the following items:
    - a. *S.NOM – Member who places a notice of motion on Agenda Absent*
      - (1) *In circumstances where a Notice of Motion has been placed on the Council Agenda and the member who placed the Notice of Motion is not in attendance at the meeting the Notice of Motion will lapse.*
    - b. *S.MCT – Meeting Conclusion Time - no provision to be included in relation to the meeting conclusion time.*
- be endorsed.

**CARRIED**

### OTHER BUSINESS

Nil

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**CONFIDENTIAL ITEMS**

**3.8.1 Request for Extension of Confidentiality Order: Appeal Against ERD Court Decision - Old Spot Farmers Market**

*Mayor G Aldridge declared an interest on the basis of a family relationship with the appellant and left the meeting at 11:02 pm.*

Moved Cr D Pilkington  
Seconded Cr R Cook

1. *Pursuant to Section 90(2) and (3)(h) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:
  - it relates to legal advice.*
2. *In weighing up the factors related to disclosure,
  - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations
  - non-disclosure will protect legal advice provided to Council under privilege*

*On that basis the public's interest is best served by not disclosing the **Request for Extension of Confidentiality Order: Appeal Against ERD Court Decision - Old Spot Farmers Market** item and discussion at this point in time.*

3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

**CARRIED**

The meeting moved into confidence at 11:02 pm.

The meeting moved out of confidence and closed at 11:06 pm.

CHAIRMAN.....

DATE.....