



**MINUTES OF PROGRAM REVIEW SUB COMMITTEE MEETING HELD IN
COMMITTEE ROOMS, 12 JAMES STREET, SALISBURY ON**

14 AUGUST 2017

MEMBERS PRESENT

Cr E Gill (Chairman)
Cr B Brug
Cr G Caruso
Cr L Caruso (Deputy Chairman)
Cr D Proleta
Cr R Zahra

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager City Development, Mr T Sutcliffe
General Manager City Infrastructure, Mr M van der Pennen
Manager Strategic Development Projects, Ms C Milton
Manager Environmental Health and Safety, Mr J Darzanos
Manager Property and Buildings, Mrs K Pepe
Manager Governance, Ms T Norman

The meeting commenced at 6.54 pm.

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

APOLOGIES

Apologies were received from Mayor G Aldridge, Cr S Bedford and Cr D Bryant.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr R Zahra
Seconded Cr L Caruso

The Minutes of the Program Review Sub Committee Meeting held on 10 July 2017, be taken and read as confirmed.

CARRIED

REPORTS

PRSC1 Final Report Program Review for the Strategic Development Projects Division

Moved Cr L Caruso

Seconded Cr G Caruso

1. The Strategic Development Projects Program Review report (provided as Attachment 1, Item No. PRSC1, Program Review Sub Committee, 14 August 2017), be received and noted.
2. The recommendations listed in paragraph 4.8 of this report (Item No. PRSC1, Program Review Sub Committee, 14 August 2017) outlined below be endorsed:
 - Recommendation 15: Develop a new projects website, hosted and maintained internally to promote past projects, current projects, future projects and success stories.
 - Recommendation 17: Continue the approach adopted at Boardwalk at Greentree but focus on an open EOI to the home building industry to identify opportunities for joint house and land products that meet the specific needs of the projects, with the inclusion of price point caps and simplified submission requirements.
 - Recommendation 18: Develop promotion material and a database to provide information on the future opportunities to the not for profit housing sector to identify potential partnerships for consideration on future projects.
 - Recommendation 28: A review of all Division staff contracts to align to the adopted work program should be undertaken and extensions considered as appropriate.
 - Recommendation 29: An additional 12 month contract position, anticipated at a level 7 (\$91-\$97k annual salary) be created in the Strategic Development Projects team. This role is to be focused around the project establishment, governance and Council reporting, filled either through an internal secondment or externally recruited contract position, to enable the committed work program to be delivered concurrent with the peak demand of work relating to the design and procurement of the Salisbury Community Hub project. Funding for the position for this financial year be met with an allocation from the wages and salaries provision with an appropriate offset through capitalisation into the relevant Strategic Development Projects.
3. The recommendations for administrative action itemised on page 6, 7 & 8 of Attachment 1, Item No. PRSC1, Program Review Sub Committee, 14 August 2017 be noted.
4. The Executive Group monitor the implementation of actions as required.

CARRIED

PRSC2 Inspectorate Services Program Review Outcome

Cr L Caruso left the meeting at 07:22 pm.

Cr L Caruso returned to the meeting at 07:24 pm.

Moved Cr R Zahra

Seconded Cr G Caruso

1. The information be received.
2. The Healthy Environs Report – Program Review Inspectorate Services (as set out in Attachment 1, Item No. PRSC2, Program Review Sub Committee, 14/08/2017) be received and noted.
3. That the recommendations 6 and 9 and related Management responses as contained in Attachment 3 (Item No. PRSC2, Program Review Sub Committee, 14/08/2017) Inspectorate Services Program Review Recommendations be endorsed, and the Executive Group monitor the implementation of the actions, as required.
4. That the balance of the recommendations and Management responses as contained in Attachment 3 (Item No. PRSC2, Program Review Sub Committee, 14/08/2017) Inspectorate Services Program Review Recommendations be noted and the Executive Group monitor the implementation of the actions, as required.

CARRIED

OTHER BUSINESS

Nil

CONFIDENTIAL ITEMS

PRSC3 Program Review Findings for the Property & Buildings Division

Moved Cr R Zahra
Seconded Cr G Caruso

1. *Pursuant to Section 90(2) and (3)(a) 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 information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*
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 of this matter would enable information that may have implications for resourcing/service levels to be considered in detail prior to a Council position in relation to the matter being determined.*

*On that basis the public's interest is best served by not disclosing the **Program Review Findings for the Property & Buildings Division** 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 7.25 pm.

The meeting moved out of confidence at 7.47 pm.

PRSC4 Waste Transfer Station Update

Moved Cr R Zahra
Seconded Cr G Caruso

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) and (d)(i) and (d)(ii) and (k) 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 information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
 - *information the disclosure of which would, on balance, be contrary to the public interest; and*
 - *commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and*
 - *commercial information of a confidential nature (not being a trade secret) the disclosure of which would, on balance, be contrary to the public interest; and*
 - *tenders for the supply of goods, the provision of services or the carrying out of works.*
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 of this information in advance of a decision as to which course of action Council would prefer to take will protect Council's commercial position in relation to ongoing operation of the Waste Transfer Station and will protect third party commercial information.*

*On that basis the public's interest is best served by not disclosing the **Waste Transfer Station Update** 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 7.47 pm.

Cr E Gill declared a conflict of interest due to being a member of the NAWMA Board Cr E Gill left the meeting at 07:50 pm.

The Deputy Chair, Cr L Caruso assumed the chair at 7.50pm.

Cr G Caruso declared a perceived conflict of interest on the basis of his employment and advised he would manage the conflict by remaining in the meeting and voting in the best interests of the community.

The meeting moved out of confidence at 7.58 pm.

Cr Gill returned to the meeting at 7.58 pm and resumed the Chair.

CLOSE

The meeting closed at 7.59 pm.

CHAIRMAN.....

DATE.....