



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

**21 MAY 2018**

**MEMBERS PRESENT**

Cr D Balaza  
Cr D Bryant  
Cr L Caruso (Acting Chair)  
Cr D Pilkington  
Cr D Proleta

**STAFF**

General Manager Business Excellence, Mr C Mansueto  
General Manager City Development, Mr T Sutcliffe  
Manager Governance, Mr M Petrovski  
Manager Communications and Customer Relations, Mr M Bennington

The meeting commenced at 10:07 pm.

In the absence of the Chair and Deputy Chair of the committee, the Manager Governance called for nominations from the Committee for the appointment of an Acting Chair for the duration of the meeting.

Cr D Proleta nominated the Deputy Mayor, Cr L Caruso.

In the absence of any other nominations, Cr L Caruso assumed the Chair.

The Acting Chair welcomed the members, staff and the gallery to the meeting.

**APOLOGIES**

Apologies were received from Mayor G Aldridge, Cr S Bedford, Cr B Brug and Cr R Cook.

**LEAVE OF ABSENCE**

Nil

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## PRESENTATION OF MINUTES

Moved Cr D Pilkington  
Seconded Cr D Bryant

The Minutes of the Resources and Governance Committee Meeting held on 16 April 2018, be taken and read as confirmed.

**CARRIED**

## REPORTS

### *Administration*

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

Moved Cr D Bryant  
Seconded Cr D Proleta

1. The information be received.

**CARRIED**

### *Health, Animal Management and By-laws*

#### **3.3.1 Immunisation Services - Review of Clinics**

Moved Cr D Proleta  
Seconded Cr D Bryant

1. The information be received.
2. The amended childhood immunisation clinics from 1 July 2018 be endorsed as follows:
  - a. Ingle Farm Clinic - every 1<sup>st</sup> and 3<sup>rd</sup> Friday 9am – 12noon.
  - b. Burton Clinic - every 2<sup>nd</sup> and 4<sup>th</sup> Wednesday 9am -12noon.
  - c. Salisbury East Clinic – every 2<sup>nd</sup> and 4<sup>th</sup> Wednesday - 1.30pm – 4.30pm.
  - d. Mawson Lakes – once a month (night to be determined) 4pm – 7pm.

Noting that a publicity campaign in relation to the revised clinic hours and services will be initiated in the lead up to the changes.

**CARRIED**

### *Corporate Governance*

#### **3.6.1 Review of Compliments, Comments and Complaints Handling Procedure**

Moved Cr D Pilkington  
Seconded Cr D Proleta

1. The information be received

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2. The Compliments, Comment and Complaints Handling Procedure as set out in Attachment 1 to this report (Resources and Governance 3.6.1, 21/05/2018) be endorsed.

**CARRIED**

### **3.6.2 Review of Prudential Management Policy**

Moved Cr D Pilkington  
Seconded Cr D Bryant

1. The Prudential Management Policy as set out in Attachment 1 to this report (Resources and Governance Committee 3.6.2, 21/05/2018), be endorsed.

**CARRIED**

### **3.6.3 Review of Temporary Road Closures Policy**

Moved Cr D Pilkington  
Seconded Cr D Balaza

1. The Information be received.
2. The Temporary Road Closures Policy as set out in Attachment 1 to this report (Resources and Governance 3.6.3, 21/05/2018), be endorsed.

**CARRIED**

### **3.6.4 Variations to Delegations**

Moved Cr D Pilkington  
Seconded Cr D Proleta

1. Having conducted a review of Delegations in accordance with Section 44(6) of the *Local Government Act 1999*, the Council hereby revokes its previous delegations to the Chief Executive Officer, effective from 4 June 2018 of those powers and functions under the following:
  - 1.1 *Development Act 1993, Development (Development Plans) Amendment Act 2006 and Development Regulations 2008*
    - Regulation 83(3) – Attachment 2
  - 1.2 *Local Government Act 1999*
    - Sections 224 and 225(1), – Attachment 3

#### **Delegations made under Development Act 1993**

2. In exercise of the powers contained in Sections 20 and 34(23) of the Development Act 1993, the powers and functions under the *Development Act 1993, Development (Development Plans) Amendment Act 2006* and *Development Regulations 2008* contained in the proposed Instrument of Delegation forming Attachment 2 to this report (Attachment 2, Item No. 3.6.4, Resources and Governance Committee, 21/05/2018) are hereby delegated from 5 June 2018 to the person occupying the office of Chief Executive Officer, subject to the conditions and or limitations specified herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the *Development Act 1993, Development (Development Plans) Amendment Act 2006* and *Development Regulations 2008* as follows:
  - Regulation 83(3) – Attachment 2
3. Such powers and functions may be further delegated by the Chief Executive Officer as the Chief Executive Officer sees fit and in accordance with the relevant legislation unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the *Development Act 1993, Development (Development Plans) Amendment Act 2006* and *Development Regulations 2008*.

#### **Delegations Made under the Local Government Act 1999**

4. In exercise of the power contained in Section 44 of the *Local Government Act 1999* the powers and functions under the Local Government Act 1999 contained in the proposed Instrument of Delegation forming attachment 3 to this report (Attachment 3, Item No. 3.6.4, Resources and Governance Committee, 21/05/2018), are hereby delegated from 5 June 2018 to the person occupying the office of Chief Executive Officer, subject to the conditions and / or limitations indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the following Act:
  - *Local Government Act 1999*
    - Sections 224, 225(1), 225(4), 225A(1) and 225A(4) – Attachment 3
5. Such powers and functions may be further delegated by the Chief Executive Officer as the Chief Executive Officer sees fit and in accordance with the relevant legislation unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the *Local Government Act 1999*.

**CARRIED**

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**OTHER BUSINESS**

Nil

The meeting closed at 10:11 pm.

CHAIRMAN.....

DATE.....