



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

18 JUNE 2018

MEMBERS PRESENT

Cr S Bedford (Chairman)
Cr D Balaza
Cr L Caruso
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

The meeting commenced at 9.04 pm.

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

APOLOGIES

Apologies were received from Mayor G Aldridge, Cr B Brug, Cr D Bryant and Cr R Cook.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr L Caruso
Seconded Cr D Proleta

The Minutes of the Resources and Governance Committee Meeting held
on 21 May 2018, be taken and read as confirmed.

CARRIED

REPORTS
*Administration***3.0.1 Future Reports for the Resources and Governance Committee**

Moved Cr L Caruso
 Seconded Cr D Pilkington

1. The information be received.

CARRIED**3.0.2 Website Publication of Audio Recordings of Council and Standing Committee Meetings**

Moved Cr D Balaza
 Seconded Cr D Proleta

That:

1. Audio recordings of the public component for all Council and Standing Committee meetings be uploaded and be available on the City of Salisbury website.
2. The reference to “RECORDING OF MEETINGS” in Council’s Code of Practice for Meeting Procedures be modified to read as follows:

“S.REC RECORDING OF MEETINGS/PUBLICATION OF AUDIO

1. *Public meetings of Council and Council Standing Committees will be recorded for the following purposes:*
 - *to assist the Minute Secretary with the preparation of the minutes following the meeting, and*
 - *to ‘upload’ the audio to the Council website in pursuit of objectives of enhanced transparency and accountability in local government.*
2. *All recordings of public meetings will be available on the City of Salisbury website for a period of 12 months following the meeting and will, thereafter, be retained within the City of Salisbury record keeping system in accordance with the requirements of the State Records Act 1997 with the retention period as determined by the General Disposal Schedule 20.*
3. *The City of Salisbury will display notices at all meetings in areas where the public are entitled to attend, advising of the fact that the public component of the meeting is being recorded and, in accordance with these provisions, that the audio recording will, subsequently, be ‘uploaded’ to the City of Salisbury website and, thereafter, be retained in accordance with its record keeping system.*

4. *Any person who is not an elected or staff member of the City of Salisbury and who appears at a Council or Standing Committee meeting to address the Council or the Committee in public session, whether as a deputation or otherwise, will be expressly advised by the presiding member of the meeting that the meeting is being recorded and that the audio recording will, subsequently, be 'uploaded' to the City of Salisbury website and, thereafter, be retained in accordance with its record keeping system.*
 5. *In 'publishing' the audio recording of public meetings of the Council and Standing Committees by 'uploading' to the City of Salisbury website, the Council will ensure that any content which captures 'personal information' (as understood for the purposes of the Commonwealth Privacy Act 1988) of any person that is not an elected or staff member of the City of Salisbury is appropriately redacted from the recording."*
3. The Council's privacy policy be amended to recognize and document exemptions that ensure that not every word recorded is 'published' in the uploading of audio recordings of Council and Standing Committee meetings, as discussed paragraphs 2.9 and 2.10 of the report to Item no. 3.0.2 on the agenda for the Resources and Governance Committee meeting on 18 June 2018.

CARRIED

Health, Animal Management and By-laws

3.3.1 Update on Expanding Narrow Street Parking Procedures to all Council Verges

Moved Cr L Caruso
Seconded Cr D Proleta

1. The information be received
2. The current procedure applying to verge parking on streets with a carriageway width of six metres or less be noted and continued.

CARRIED

3.3.2 Footpath Trading Policy Review

Cr D Balaza declared a perceived conflict of interest on the basis of being a member of the Salisbury Business Association. Cr Balaza managed the conflict by remaining in the meeting and voting in the best interest of the community.

Moved Cr D Pilkington
Seconded Cr D Proleta

1. The information be received.
2. The Draft Footpath Trading Policy 2018 included as Attachment 1 to this report (Resources and Governance Committee 18/06/2018 Item 3.3.2) be endorsed for public consultation.
3. The Draft Footpath Trading Policy include an application fee of \$100 in accordance with Section 188(1)(e) of the Local Government Act 1999 for footpath trading applications that require notification of adjacent residential premises.
4. The Draft Footpath Trading Policy include Footpath Trading Permit Fees in accordance with Section 188(1)(f) of the Local Government Act 1999 as per the recommended Footpath Trading Permit Fee model presented in Attachment 3 to this report (Resources and Governance Committee 18/06/2018 Item 3.3.2.)
5. Staff undertake the necessary public consultation process in relation to the Draft Footpath Trading Policy and Fees, including on the City of Salisbury website, social media, and a direct mail out to all premises with footpath trading permits and the Salisbury Business Association.
6. A further report be presented to Council following public consultation outlining any feedback and presenting the final Draft Footpath Trading Policy for endorsement.

CARRIED

*The majority of members present voted IN FAVOUR of the MOTION.
Cr D Balaza voted IN FAVOUR of the MOTION.*

External Relations

3.4.1 Nominations Sought for SA Country Arts Trust

Moved Cr L Caruso
Seconded Cr D Proleta

1. Cr D Balaza be nominated for the South Australian Country Arts Trust.

Cr D Balaza declared a material conflict of interest on the basis of being nominated for the position with monetary gain.

The Chair noted that if Cr Balaza left the room the meeting would be left inquorate. Therefore, the matter was not discussed further and was referred to Council for decision.

3.6.1 Review of Caretaker Policy

Moved Cr D Pilkington
Seconded Cr L Caruso

1. The information be received.
2. The Caretaker Policy as set out in Attachment 1 to this report (Resources and Governance Committee Item No.3.6.1 18/06/2018), with the Caretaker Period to commence on 18 September 2018, be endorsed.

CARRIED

3.6.2 Review of Safe Environment Policy

Moved Cr D Pilkington
Seconded Cr L Caruso

1. The Information be received.
2. The Safe Environment Policy as set out in Attachment 1 to this report (Resources and Governance 3.6.2, 18/06/2018), be endorsed.

CARRIED

OTHER BUSINESS

Nil

The meeting closed at 9.18 pm.

CHAIRMAN.....

DATE.....