



AGENDA

FOR INNOVATION AND BUSINESS DEVELOPMENT SUB COMMITTEE MEETING TO BE HELD ON

**9 JULY 2018 AT CONCLUSION OF THE SPORT, RECREATION AND GRANTS
COMMITTEE MEETING**

IN COMMITTEE ROOMS, 12 JAMES STREET, SALISBURY

MEMBERS

Mayor G Aldridge (ex officio)
Cr D Bryant (Chairman)
Cr S Bedford
Cr B Brug
Cr G Caruso
Cr L Caruso (Deputy Chairman)
Cr E Gill
Cr D Proleta
Cr R Zahra

REQUIRED STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
Manager Governance, Mr M Petrovski
Governance Support Officer, Ms K Boyd

APOLOGIES

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Innovation and Business Development Sub Committee Meeting held on 14 May 2018.

REPORTS

IBDSC1 Future Reports for the Innovation and Business Development Sub
Committee 7

IBDSC2 Presentation - Marketing and Communication Service Review 9

OTHER BUSINESS

CLOSE



**MINUTES OF INNOVATION AND BUSINESS DEVELOPMENT SUB COMMITTEE
MEETING HELD IN COMMITTEE ROOMS, 12 JAMES STREET, SALISBURY ON**

14 MAY 2018

MEMBERS PRESENT

Cr D Bryant (Chairman)
Cr B Brug
Cr G Caruso
Cr L Caruso (Deputy Chairman) (*from 7:04 pm*)
Cr B Gill
Cr D Proleta
Cr R Zahra

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager City Infrastructure, Mr M van der Pennen
Manager Field Services, Mr M Purdie
Manager Governance, Mr M Petrovski
Governance Support Officer, Ms K Boyd

The meeting commenced at 7:00 pm.

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

APOLOGIES

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

LEAVE OF ABSENCE

Nil

REPORTS

IBDSC1 Future Reports for the Innovation and Business Development Sub Committee

Moved Cr R Zahra
Seconded Cr D Proleta

1. The information be received.

CARRIED

Cr L Caruso entered the meeting at 7:04 pm.

IBDSC2 Waste Transfer Station Update

Cr G Caruso declared a perceived conflict of interest on the basis of his employment. Cr G Caruso managed the conflict by remaining in the meeting and voting in the best interest of the residents.

Cr E Gill declared a perceived conflict of interest on the basis of being a deputy member of the NAWMA Board. Cr Gill managed the conflict by remaining in the meeting and voting in the best interest of the community.

Moved Cr B Brug
Seconded Cr E Gill

1. That the information be received.
2. That Green Waste Subsidies continue to be provided to City of Salisbury residents in 2018/19, with subsidised fees remaining unchanged and endorsed as outlined in attachment 1, Pooraka Waste Transfer Station Gate Fees 2018/19.
3. At the June 2018 Council meeting adjustments be made to the 2018/19 operating budget to reflect the transfer of operations of the Waste Transfer Station to NAWMA effective 2nd July 2018.
4. Note a lease has been executed in accordance with approved conditions, commencing 2 July 2018.

CARRIED

*The majority of members present voted IN FAVOUR of the MOTION.
Cr G Caruso voted IN FAVOUR of the MOTION.
Cr E Gill voted IN FAVOUR of the MOTION.*

IBDSC3 Program Review Status

Moved Cr B Brug
Seconded Cr D Proleta

1. That the Program Review Update report be noted.
2. That the current funding balance of \$130,984 for the Program Review initiative be transferred to Innovation and Business Development to provide funding for initiatives and reviews identified within the Terms of Reference of the Innovation and Business Development sub committee

CARRIED

OTHER BUSINESS

Nil

CLOSE

The meeting closed at 7:32 pm.

CHAIRMAN.....

DATE.....

ITEM	IBDSC1
	INNOVATION AND BUSINESS DEVELOPMENT SUB COMMITTEE
DATE	09 July 2018
HEADING	Future Reports for the Innovation and Business Development Sub Committee
AUTHOR	Michelle Woods, Projects Officer Governance, CEO and Governance
CITY PLAN LINKS	4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	This item details reports to be presented to the Innovation and Business Development Sub Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.

RECOMMENDATION

1. The information be received.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 Historically, a list of resolutions requiring a future report to Council has been presented to each standing committee for noting.
- 1.2 The reports to standing committees also capture reports that are required to be presented to sub committees that fall within the responsibility of that standing committee.
- 1.3 The administration will now separate these and present a report indicating items that, as a result of a Council resolution, will be presented to each sub committee.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Report authors and General Managers.
- 2.2 External
 - 2.2.1 Nil.

3. REPORT

3.1 The following table outlines the reports to be presented to the Innovation and Business Development Sub Committee as a result of a Council resolution:

Meeting Item	- Heading and Resolution	Officer
26/02/2018	Update Report on the Libraries and Marketing Program Reviews	Pippa Webb
6.0.2-PRSC-OB	1. That a report be brought back to Council on the current service levels of the <u>Library</u> and Marketing and Communications functions which also considers external trends and initiatives since the program reviews that could impact on delivery of services into the future.	
Due:	December 2018	

4. CONCLUSION / PROPOSAL

4.1 Future reports for the Innovation and Business Development Sub Committee have been reviewed and are presented for noting.

CO-ORDINATION

Officer: Exec Group GMCD
Date: 25/06/2018

ITEM	IBDSC2
	INNOVATION AND BUSINESS DEVELOPMENT SUB COMMITTEE
DATE	09 July 2018
HEADING	Presentation - Marketing and Communication Service Review
AUTHOR	Charles Mansueto, General Manager Business Excellence, Business Excellence
CITY PLAN LINKS	4.2 Develop strong capability and commitment to continually improve Council's performance.

RECOMMENDATION

1. The presentation be noted.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 At the February 2018 meeting of the Program Review Sub Committee, it was resolved that staff bring back a report on the Marketing and Communication functions.
- 1.2 Staff have, since this resolution, undertaken an independent review of the Marketing and Communication function and will present the findings to the Innovation and Business Development Sub Committee for initial consideration and feedback prior to formal presentation at the August meeting.

CO-ORDINATION

Officer: GMBE
Date: 05/06/2018