



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

**19 AUGUST 2019**

**MEMBERS PRESENT**

Cr D Proleta (Chairman)  
Mayor G Aldridge (ex officio)  
Cr B Brug  
Cr K Grenfell  
Cr P Jensen (Deputy Chairman)  
Cr J Woodman

**STAFF**

Chief Executive Officer, Mr J Harry  
General Manager Business Excellence, Mr C Mansueto  
General Manager City Development, Mr T Sutcliffe  
Manager Governance, Mr M Petrovski

The meeting commenced at 7.43 pm.

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

**APOLOGIES**

An apology was received from Cr D Hood.

**LEAVE OF ABSENCE**

Leave of absence for this meeting was previously granted to Cr A Duncan.

**PRESENTATION OF MINUTES**

Moved Cr B Brug  
Seconded Cr J Woodman

The Minutes of the Resources and Governance Committee Meeting held  
on 15 July 2019, be taken and read as confirmed.

**CARRIED**

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## REPORTS

### *Administration*

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

Moved Cr J Woodman  
Seconded Cr B Brug

1. The information be received.

**CARRIED**

### *Development Control Administration*

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

Moved Cr B Brug  
Seconded Mayor G Aldridge

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 August 2022:

##### **Members**

- Mr Jeff Shillabeer (City of Salisbury staff) – an accredited Building Surveyor;
- Mr Bahaa Tabet (City of Salisbury staff) – an accredited Building Surveyor;
- Mr Peter Hilhorst – Member nominated by the Chief Officer South Australian Metropolitan Fire Service.

##### **Deputy Members**

- Mr Andrew Sharred – Deputy for Peter Hilhorst 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*".
  3. That Staff provide a further report on the appointment of an independent member with expertise in the area of fire safety.

**CARRIED**

**3.6.1 Review of Elected Members Records Management Policy**

Moved Cr K Grenfell  
Seconded Cr P Jensen

1. The Information be received.
2. The Elected Members Records Management Policy as set out in Attachment 1 to this report (Item No. 3.6.1, Resources and Governance Committee, 19/08/2019), be endorsed.

**CARRIED**

**3.6.2 Summary Report for Attendance at Training and Development Activity - Cr Julie Woodman**

Moved Mayor G Aldridge  
Seconded Cr B Brug

1. The information be received.

**CARRIED**

**3.6.3 Elected Member Training and Development Policy**

Moved Cr B Brug  
Seconded Mayor G Aldridge

1. That the information be received.
2. Council adjust the budget allocation for Elected Members' training and development, Council delegate activities, and attendance at conferences and seminars, by March CPI at the beginning of each financial year.

**CARRIED**

**OTHER BUSINESS**

**R&G-OB1 Increase to Internet Reimbursement for Elected Members**

Moved Cr K Grenfell  
Seconded Cr B Brug

That a report be prepared to provide advice to Council about amending the Elected Member Allowances, Facilities and Support Policy for increasing the maximum reimbursement limit for broadband connection that is privately provided by Elected Members from \$60 to \$90 per month.

**CARRIED**

**R&G-OB2 Payment of Elected Member Allowance**

Moved Cr K Grenfell  
Seconded Cr B Brug

That individual Elected Members can request for a single payment of their monthly Elected Member allowance to be paid in advance, at the discretion of the Chief Executive Officer.

**CARRIED**

**R&G-OB3 Payment to Deputy Chair in the Absence of the Chair**

Moved Cr K Grenfell  
Seconded Cr B Brug

That, when the Chairperson of a sub committee is absent and is unable to Chair a meeting of the sub committee, then the Deputy Chair will be paid a sitting fee for that meeting.

**CARRIED**

**R&G-OB4 Social Media Training for Elected Members**

Moved Cr B Brug  
Seconded Cr J Woodman

That a training workshop on the use of social media be provided to Elected Members by the end of November 2019.

**CARRIED**

The meeting closed at 9.01 pm.

CHAIRMAN.....

DATE.....