



**MINUTES OF GOVERNANCE AND COMPLIANCE COMMITTEE MEETING HELD IN  
WITTBER & DR RUBY DAVY ROOMS, SALISBURY COMMUNITY HUB,**

**34 CHURCH STREET, SALISBURY ON**

**16 OCTOBER 2023**

**MEMBERS PRESENT**

Cr P Jensen (Chairman)  
Mayor G Aldridge (ex officio)  
Cr L Brug  
Cr J Chewparsad  
Cr K Grenfell  
Cr D Hood (Deputy Chairman)  
Cr S McKell

**STAFF**

General Manager Business Excellence, Mr C Mansueto  
General Manager City Development, Ms M English  
Assessment Manager, Mr C Zafiropoulos  
Team Leader Council Governance, Ms J O'Keefe-Craig

The meeting commenced at 7:25pm.

The Chairman welcomed the Elected Members, members of the public and staff to the meeting.

**APOLOGIES**

Nil.

**LEAVE OF ABSENCE**

Nil.

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## PRESENTATION OF MINUTES

Moved Cr D Hood  
Seconded Cr J Chewparsad

The Minutes of the Governance and Compliance Committee Meeting held on 18 September 2023, be taken as read and confirmed.

**CARRIED**  
**UNANIMOUSLY**

## REPORTS

### *Administration*

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

Moved Cr L Brug  
Seconded Mayor G Aldridge

That Council:

1. Notes the report.

**CARRIED**  
**UNANIMOUSLY**

### *For Decision*

#### **3.1.1 Voting Advice to Council Delegate for the Local Government Association Annual General Meeting - 26 October 2023**

Moved Mayor G Aldridge  
Seconded Cr D Hood

That Council:

1. Authorises its Local Government Association (LGA) Annual General Meeting (AGM) voting delegate (Deputy Mayor Cr Chad Buchanan or Cr Peter Jensen as proxy) to use discretion when voting on the items presented at the upcoming LGA AGM on 26 October 2023, except for those items for which Council would specifically resolve otherwise.

**CARRIED**  
**UNANIMOUSLY**

### 3.1.2 Policy Review - Safe Environment for Children and Vulnerable People Policy

Moved Mayor G Aldridge  
Seconded Cr L Brug

That Council:

1. Adopts the Safe Environments for Children and Vulnerable People Policy as set out in Attachment 2 to this report (Item No. 3.1.2 Governance and Compliance Committee 16 October 2023).

**CARRIED**  
**UNANIMOUSLY**

*Pursuant to section 75 of the Local Government Act 1999, Cr L Brug declared a Material conflict of interest on the basis of her husband being a member of the Council Assessment Panel and the recommendation asks the Committee to consider remuneration. Cr L Brug stated that she will deal with the conflict by leaving the meeting.*

*Cr L Brug left the meeting at 7:28 pm.*

### 3.1.3 Council Assessment Panel - Increasing Female Candidates

Moved Cr P Jensen  
Seconded Cr K Grenfell

That Council:

1. Approves to commence a new Expression of Interest for the independent members on the Council Assessment Panel (the Panel) in May 2024, and consider candidates at the Council Meeting July 2024, with the following Initiatives (*Options to be selected by Council*):
  - a. Targeted Outreach and Marketing campaign that will include:
    - i. Direct contact to all accredited and eligible candidates on the Accreditation Scheme when the Expression of Interest is released.
    - ii. Explicit / stronger messaging in the public notice that Council wishes to increase female participation on the Panel and promote equal opportunities.
    - iii. Promote flexible participation options, subject to consideration by the Council Assessment Panel.

- b. Write to the Accreditation Authority to highlight the relatively small pool of eligible women in the scheme and support the Authority’s initiatives to increase participation of women in the Accreditation Scheme from a range of professions.

**CARRIED**  
**UNANIMOUSLY**

*Cr L Brug returned to the meeting at 7:46 pm.*

**3.1.4 Consideration of Adoption of Employee Behavioural Standards**

Moved Mayor G Aldridge  
Seconded Cr S McKell

That Council:

- 1. Notes the information relating to section 120A of the *Local Government Act 1999*, provided in this report (Item 3.1.4, Governance and Compliance Committee 16 October 2023).
- 2. Does not adopt additional behavioural standards at this time, having considered the requirements of section 120A of the *Local Government Act 1999*, noting that existing City of Salisbury Employee Conduct Policy is already in place that specify standards of behaviour for Council employees.

**CARRIED**  
**UNANIMOUSLY**

**QUESTIONS ON NOTICE**

*There were no Questions on Notice.*

**MOTIONS ON NOTICE**

*There were no Motions on Notice.*

**OTHER BUSINESS**

*(Questions Without Notice, Motions Without Notice CEO Update)*

*There were no Other Business items.*

The meeting closed at 7:46pm.

CHAIRMAN.....

DATE.....