



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

**34 CHURCH STREET, SALISBURY ON**

**20 NOVEMBER 2023**

**MEMBERS PRESENT**

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

**STAFF**

Deputy Chief Executive Officer, Mr C Mansueto  
General Manager Community Development, Ms A Pokoney Cramey  
Team Leader Council Governance, Ms J O'Keefe-Craig  
Team Leader, Community Compliance, Mr B Scholefield

The meeting commenced at 6:55pm.

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

**APOLOGIES**

Nil.

**LEAVE OF ABSENCE**

Leave of absence for this meeting was previously granted to Cr K Grenfell.

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## PRESENTATION OF MINUTES

Moved Cr D Hood  
Seconded Cr L Brug

The Minutes of the Governance and Compliance Committee Meeting held on 16 October 2023, be taken as read and confirmed.

**CARRIED**  
UNANIMOUSLY

## REPORTS

### *Administration*

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

Moved Mayor G Aldridge  
Seconded Cr S McKell

That Council:

1. Notes the report.

**CARRIED**  
UNANIMOUSLY

#### **3.0.2 Community Diversity- Access and Inclusion Policy**

Moved Mayor G Aldridge  
Seconded Cr L Brug

That Council:

1. Adopts the Community Diversity – Access and Inclusion Policy as set out in Attachment 1 to this report (Item No. 3.0.2, Governance and Compliance Committee, 20 November 2023).

**CARRIED**

#### **3.0.3 Extreme Heat Policy**

Moved Mayor G Aldridge  
Seconded Cr S McKell

That Council:

1. Adopts the Extreme Heat Policy as set out in Attachment 1 to this report (Item No. 3.0.3, Governance and Compliance Committee, 20 November 2023).

**CARRIED**  
UNANIMOUSLY

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*For Decision*

### **3.1.1 Pitman Park**

Moved Cr D Hood  
Seconded Mayor G Aldridge

That Council:

1. Notes that Administration will continue to monitor reports of anti-social behaviour associated with the consumption of alcohol in Pitman Park to determine the need to introduce an alcohol free area under *City of Salisbury by-law 4 of 2022 - Local Government Land*.

**CARRIED**

### **3.1.2 Delegations Review**

Moved Cr D Hood  
Seconded Cr L Brug

That Council:

1. Delegates powers and functions of the Council as provided for in the attached instrument of delegation Attachment 1, Item 3.1.2 Governance and Compliance Committee 20 November 2023.
2. Delegates the powers under the *Road Traffic Act* as provided for in Attachment 2, Item 3.1.2, Governance and Compliance Committee 20 November 2023.

In accordance with Instrument of General Approval and Delegation to Council (dated 22 August 2013) from the Minister for Transport and Infrastructure (General Approval) the council authorises the following person(s) pursuant to Clause A.7 of the General Approval to endorse Traffic Impact Statements for the purposes of Clause A of the General approval provided that such person(s) shall take into account the matters specified in Clause A.7 of the General Approval in respect of Traffic Impact Statements:

- John Devine
- Sam Schrippa
- Tony Calandro

In accordance with Clause A.7 of the General Approval, the council is of the opinion that the following person(s) is/are experienced traffic engineering practitioner(s) for the purposes of preparing a Traffic Impact Statement as required by Clause A.7 of the General Approval:

- John Devine
- Sam Schrippa
- Tony Calandro

In accordance with Clause E.2 of the General Approval, the council is of the opinion that the following person(s) has (have) an appropriate level of knowledge and expertise in the preparation of Traffic Management Plans:

- John Devine
- Sam Schrippa
- Tony Calandro

*Instrument of Delegation under Planning Development and Infrastructure Act 2016 (Attachment 1)*

1. In exercise of the power contained in Section 44 of the *Local Government Act 1999* the powers and functions under the *Planning, Development and Infrastructure Act 2016* and statutory instruments made thereunder contained in the proposed Instrument of Delegation Attachment 1 of Item 3.1.2 to the Report dated 20 November 2023 and entitled Delegations Review are hereby delegated this 27 of November 2023 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.
2. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the *Local Government Act 1999* as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.
3. In exercise of the power contained in Section 100 of the *Planning, Development and Infrastructure Act 2016* the powers and functions under the *Planning, Development and Infrastructure Act 2016* and statutory instruments made thereunder contained in the proposed Instrument of Delegation (Attachment 1 of Item number 3.1.2, 20 November 2023) to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.
4. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Section 100(2)(c) of the *Planning, Development and Infrastructure Act 2016* as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.

**CARRIED**  
UNANIMOUSLY

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### 3.1.3 2024 Formal Meeting Schedule

Moved Cr D Hood  
Seconded Cr P Jensen

That Council:

1. Adopts the Formal Meeting Schedule as set out in Attachment 2 to this report (Item 3.1.3, Governance and Compliance Committee, 20 November 2023) subject to the Chief Executive Officer's determination to set or vary the scheduling of Committee and Sub Committee meetings as required and in context of business needs, in consultation with the respective Presiding Member.

**CARRIED**  
UNANIMOUSLY

### 3.1.4 ESCOSA report

Moved Cr L Brug  
Seconded Mayor G Aldridge

That Council:

1. Notes the receipt of the letter from the Minister of Local Government as provided in Attachment 4 (Item No. 3.1.4, Governance and Compliance Committee, 20 November 2023).
2. Approves for the Mayor to send the proposed draft response to the letter as provided in Attachment 5 (Item no. 3.1.4, Governance and Compliance Committee, 20 November 2023).
3. Notes that the Council is supportive of the independent oversight by ESCOSA of local government authorities but requests that this oversight is delivered through better engagement with councils to ensure added value to councils and the community through the provision of advice.

**CARRIED**  
UNANIMOUSLY

### 3.1.5 Policy Review - Plaques and Memorials Policy

Moved Cr P Jensen  
Seconded Cr D Hood

That Council:

1. Adopts the revised and updated Plaques and Memorials Policy as set out in Attachment 1 (Item No. 3.1.5, Governance and Compliance Committee, 20 November 2023).

**CARRIED**  
UNANIMOUSLY

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**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)*

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**ORDERS TO EXCLUDE THE PUBLIC**

**3.4.1 Judicial Review Supreme Court Action**

Moved Cr D Hood  
Seconded Cr L Brug

Pursuant to section 90(2) of the *Local Government Act 1999* the Governance and Compliance Committee Orders, this matter be considered in confidence on grounds that:

1. *Pursuant to Section 90(2) and (3)(h) and (i) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*

- *it relates to legal advice; and*
- *information relating to actual litigation, or litigation that the Council or Council committee believes on reasonable grounds will take place, involving the council or an employee of the Council.*

2. *In weighing up the factors related to disclosure,*  
- *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*  
- *the matter relates to actual litigation and includes legal advice*

*On that basis the public's interest is best served by not disclosing the **Judicial Review Supreme Court Action** item and discussion at this point in time.*

3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, Deputy Chief Executive Officer, General Manager Community Development and Team Leader, Council Governance be excluded from attendance at the meeting for this Agenda Item.*

**CARRIED**

The meeting moved into confidence at 7:15pm

The meeting moved out of confidence and closed at 7:19pm.

CHAIRMAN.....

DATE.....