



MINUTES

of

SERVICES COMMITTEE MEETING

*Pursuant to the provisions of Section 84(1) of the
Local Government Act 1999*

HELD IN

**COUNCIL CHAMBERS
PLAYFORD CIVIC CENTRE
10 PLAYFORD BOULEVARD, ELIZABETH**

ON

**TUESDAY, 19 NOVEMBER 2019
AT 7:00PM**

The meeting commenced at 7:00pm.

1 ATTENDANCE RECORD

1.1 Present

PRESIDING MEMBER – CR ANDREW CRAIG

Mayor Glenn Docherty	Cr Akram Arifi	Cr Marilyn Baker
Cr Stephen Coppins	Cr Veronica Gossink	Cr Shirley Halls
Cr David Kerrison	Cr Clint Marsh	Cr Misty Norris
Cr Jane Onuzans	Cr Peter Rentoulis	Cr Dennis Ryan
Cr Gay Smallwood-Smith	Cr Katrina Stroet	Cr Cathy-Jo Tame

Also in attendance for the meeting:

Chief Executive Officer	Mr Sam Green
Acting General Manager, Strategy and Corporate	Ms Grace Pelle
Acting General Manager, City Services	Mr Andrew Nesbitt
Acting General Manager, Strategic Projects and Assets	Mr Greg Pattinson
Acting Senior Manager Marketing, Communication and the Arts	Ms Lilly Bukva
Acting Senior Manager, Governance	Ms Susie Reichstein
Senior Manager Capital Works and Assets	Mr Paul Alberton
Senior Manager, Community Services	Ms Rachel Emmott
Acting Senior Manager, Strategy and Policy	Mr Dale Welsh

Manager Planning
Acting Senior Development Officer - Planning
Acting Manager Governance
Minute Taker

Mr Matt Dineen
Mr Adam Squires
Ms Janine Harding
Mrs Skye Nitschke

1.2 Apologies

Nil

1.3 Not Present

Nil

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

3826

Moved: Cr Smallwood-Smith Seconded: Cr Tame

The Minutes of the Services Committee Meeting held 15 October 2019 be confirmed as a true and accurate record of proceedings.

CARRIED

3 DECLARATIONS OF INTEREST

Nil

4 DEPUTATION / REPRESENTATIONS

Nil

5 STAFF REPORTS

Matters to be considered by the Committee and referred to Council

Matters which cannot be delegated to a Committee or Staff.

5.1 CARETAKER POLICY REVIEW

Responsible Executive Manager: Grace Pelle

COMMITTEE RECOMMENDATION

3827

Moved: Cr Onuzans Seconded: Cr Norris

Council adopt the proposed Caretaker Policy (Attachment 1).

CARRIED

5.2 AMENDMENT TO DELEGATIONS UNDER THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016

Responsible Executive Manager: Grace Pelle

COMMITTEE RECOMMENDATION

3828

Moved: Cr Baker

Seconded: Cr Arifi

1. Revocations

- 1.1. Council hereby revokes its previous delegations to the Chief Executive Officer and Strategic Planning Committee of those powers and functions under the *Planning, Development and Infrastructure Act 2016*.

2. Delegations made under the *Local Government Act 1999*

- 2.1. 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* contained in the proposed Instrument of Delegation (annexed to the Report, entitled 'Instrument of Delegation under the *Planning, Development and Infrastructure Act 2016* of Powers of a Council as a Council; a Designated Authority; a Designated Entity - 26 November 2019' and marked Attachment 1) are hereby delegated this 26 day of November 2019 to the person occupying 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.
- 2.2. 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.
- 2.3. 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* in the proposed Instrument of Delegation (annexed to the Report, entitled 'Instrument of Delegation to the Strategic Planning Committee - 26 November 2019' and marked Attachment 3) are hereby delegated on 26 November 2019 to the Strategic Planning Committee subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions and Limitations in the proposed Instrument of Delegation.

3. Delegations made under *Planning, Development and Infrastructure Act 2016*

- 3.1. 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* contained in the proposed Instrument of Delegation (annexed to the Report, entitled 'Instrument of Delegation under the Planning, Development and Infrastructure Act 2016 of Powers of a Council as a Relevant Authority - 26 November 2019' and marked Attachment 2) are hereby delegated this 26 day of November 2019 to the person occupying 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.
 - 3.2. Such powers and functions may be further delegated by the Chief Executive Officer as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.
4. That the Instrument of Delegation entitled 'Instrument of Delegation under the *Planning, Development and Infrastructure Act 2016* of Powers of a Council as a Council; a Designated Authority; a Designated Entity - 26 November 2019' (marked Attachment 1), 'Instrument of Delegation under the *Planning, Development and*

Infrastructure Act 2016 of Powers of a Council as a Relevant Authority - 26 November 2019' (marked Attachment 2), and 'Instrument of Delegation to the Strategic Planning Committee - 26 November 2019' (marked Attachment 3) be included in Council's Delegations Register.

CARRIED

5.3 DELEGATIONS UNDER THE RAIL SAFETY NATIONAL LAW (SOUTH AUSTRALIA) ACT 2012

Responsible Executive Manager: Grace Pelle

COMMITTEE RECOMMENDATION

3829

Moved: Cr Halls

Seconded: Cr Smallwood-Smith

1. In exercise of the power contained in Section 44 of the *Local Government Act 1999* the powers and functions under the *Rail Safety National Law (South Australia) Act 2012* (the Railway Law) contained in the proposed Instrument of Delegation (annexed to the Report entitled 'Delegations under the Rail Safety National Law (South Australia) Act 2012' and marked Attachment 1) are hereby delegated this 26 day of November 2019 to the person occupying 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 contained in the proposed Instrument of Delegation under the Railway Law.
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. That the Instrument of Delegation entitled 'Instrument of Delegation under the *Rail Safety National Law (South Australia) Act 2012* – 26 November 2019' and marked Attachment 1, be included in Council's Delegations Register.

CARRIED

5.4 PROPOSED CODE OF PRACTICE FOR PUBLIC ACCESS TO MEETINGS AND ASSOCIATED MEETING DOCUMENTS

Responsible Executive Manager: Grace Pelle

Mayor Docherty retired from the meeting at 7:08pm.

COMMITTEE RECOMMENDATION

3830

Moved: Cr Halls

Seconded: Cr Baker

1. Council endorse the proposed Code of Practice for Public Access to Meetings and Meeting Documents (Attachment 1).
2. Council endorse the proposed Code to be put out for public consultation in accordance with Council's Public Consultation Policy as a low risk item. This will include the following:
 - As a minimum, Council will publish a notice in newspapers circulating the local area, describing the matter for which public consultation is required, and inviting interested persons to make submissions to the Council within a period being at least 21 days from the date of the notice;
 - Place details of all consultations on the Playford website (www.playford.sa.gov.au);
 - Ensure the proposed Code and any other relevant information is available for

view at customer service points; and

- Council will consider any submissions received as part of its decision-making process and will also have regard to relevant legislation.

3. A further report be provided to Council including any feedback received through the public consultation on the proposed Code of Practice for Public Access to Meetings and Meeting Documents.

AMENDMENT

Moved: Cr Kerrison

Seconded: Cr Marsh

- As a minimum, Council will publish a notice in newspapers circulating the local area, describing the matter for which public consultation is required, and inviting interested persons to make submissions to the Council within a period being at least 28 days from the date of the notice;

CARRIED

Cr Halls called for a DIVISION.

The amendment was set aside.

A division was taken with:

- Crs C Marsh, D Kerrison, A Arifi, D Ryan, P Rentoulis, M Norris, K Stroet, C Tame and A Craig voting FOR the amendment.
- Crs M Baker, V Gossink, J Onuzans, S Halls, G Smallwood-Smith and S Coppins voting AGAINST the amendment.

THE MOTION AS AMENDED WAS PUT

1. Council endorse the proposed Code of Practice for Public Access to Meetings and Meeting Documents (Attachment 1).
2. Council endorse the proposed Code to be put out for public consultation in accordance with Council's Public Consultation Policy as a low risk item. This will include the following:
 - As a minimum, Council will publish a notice in newspapers circulating the local area, describing the matter for which public consultation is required, and inviting interested persons to make submissions to the Council within a period being at least 28 days from the date of the notice;
 - Place details of all consultations on the Playford website (www.playford.sa.gov.au);
 - Ensure the proposed Code and any other relevant information is available for view at customer service points; and
 - Council will consider any submissions received as part of its decision-making process and will also have regard to relevant legislation.
3. A further report be provided to Council including any feedback received through the public consultation on the proposed Code of Practice for Public Access to Meetings and Meeting Documents.

CARRIED

Matters to be considered by the Committee Only*Matters for Information.***5.5 2019/20 QUARTERLY ORGANISATIONAL PERFORMANCE REPORT - QUARTER 1****Responsible Executive Manager:** Grace Pelle**COMMITTEE RESOLUTION****3831****Moved:** Cr Ryan**Seconded:** Cr Marsh**The 2019/20 Quarterly Organisational Performance Report – Quarter 1 be received by Council.****CARRIED****6 INFORMAL DISCUSSION****6.1 COMMUNITY DEVELOPMENT AND EVENT GRANTS****Presenter:** Ms Rachel Emmott**Outcome:** Councillors were provided with an overview of the Community Development and Event Grant process and discussed changes to the policy and internal assessment processes to provide greater outcomes for the community.**7 INFORMAL ACTIONS**

Nil

8 CONFIDENTIAL MATTERS**8.1 REPURPOSING ASSETS****A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE****COMMITTEE RESOLUTION****3832****Moved:** Cr Stroet**Seconded:** Cr Onuzans**Pursuant to Section 90 (2) of the Local Government Act 1999 an order is made that the public be excluded from attendance at the meeting, with the exception of:**

- Chief Executive Officer;
- Acting General Manager Strategy and Corporate;
- Acting General Manager City Services;
- Acting General Manager Strategic Projects and Assets;
- Acting Senior Manager Finance;
- Acting Senior Manager Strategy and Policy;
- Senior Manager Capital Works & Assets;
- Acting Senior Manager Marketing, Communications and the Arts;
- Acting Senior Manager Governance;
- Manager Planning
- Acting Senior Development Officer - Planning
- Acting Manager Governance;
- Minute Taker;

in order to consider in confidence agenda item 8.1 under Section 90 (3) (b) of the Local

Government Act 1999 on the basis that:**(b) information the disclosure of which –**

i) could reasonably be expected to confer a commercial advantage on a person with whom the Council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and

ii) would, on balance, be contrary to the public interest.

This matter is confidential because information contained within the presentation could reasonably be expected to convey a commercial advantage.

On the basis of this information, the principle that meetings should be conducted in a place open to the public has been outweighed in this instance; Committee consider it necessary to consider this matter in confidence.

CARRIED

The meeting went into confidence at 7:53pm.

B. THE BUSINESS MATTER

Presenter: Mr Paul Alberton & Mr Greg Pattinson

Outcome: Councillors were provided with an update on the repurposing of Council assets.

Cr Coppins left the meeting room at 8:34pm.

C. PROCEDURAL DECISION - TO DECIDE HOW LONG ITEM 8.1 IS TO BE KEPT IN CONFIDENCE**COMMITTEE RESOLUTION****3833**

Moved: Cr Onuzans

Seconded: Cr Smallwood-Smith

Pursuant to Section 90(2) and Section 91(7) of the Local Government Act 1999, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90 (3) (b) of the Local Government Act 1999:

- Presentation for Item 8.1

This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the Local Government Act 1999.

CARRIED

The meeting was re-opened to the public at 8:35pm.

9 CLOSURE

The meeting closed at 8:35pm.