

# CORPORATE SERVICES COMMITTEE MINUTES

for the meeting held

on Monday 1 April 2019

in the Meeting Rooms CC2 and CC3  
72 Woodville Road, Woodville

**[Note: These minutes are unconfirmed until 6 May 2019]**

*Note – the Committee does not have the power to make final decisions, it considers reports and makes recommendations (which are included as the minutes of this meeting) to full Council. The power to make the final decision rests with Council. Council may alter a recommendation made by the committee as part of this process. These minutes will be considered by the Council at its meeting on 8 April 2019.*

**MINUTES OF THE CORPORATE SERVICES COMMITTEE MEETING****HELD ON MONDAY, 1 APRIL 2019**

<b><u>MEMBERS:</u></b>	<b>Present:</b>	Presiding Member – Councillor Campbell Councillors Hibeljic, Nguyen, Turelli and T Wasylenko, Her Worship the Mayor, Angela Evans (ex officio) Councillor Ghent from 6.04pm Deputy Presiding Member – Councillor Mitchell from 6.08pm
<b><u>STAFF:</u></b>	<b>Present:</b>	Chief Executive Officer – P Sutton Acting General Manager Corporate Services – D Dunbar General Manager City Services – B Williams Manager Financial Services – A Martin Manager Governance & Operational Support – K Jackson EA to GM Corporate Services – B Julian
<b><u>MEMBERS:</u></b>	<b>Apologies:</b>	Councillor Ferrao
<b><u>MEMBERS:</u></b>	<b>Leave of Absence:</b>	Nil

**COMMITTEE OPENING**

The meeting commenced at 6.03pm.

**1. CONFIRMATION OF MINUTES**

**That the minutes of the previous meeting held on Monday, 4 March 2019 be taken as read and confirmed.**

Moved Councillor Turelli, Seconded Councillor Nguyen

**Carried Unanimously**

At 6.04pm Councillor Ghent took his seat.

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**2. DEPUTATIONS**

Nil

**3. BUSINESS**

**3.14 DRAFT ANNUAL BUSINESS PLAN 2019/20 FOR CONSULTATION (B8527) 1**

**Brief**

To review the Draft Annual Business Plan 2019/20 that will be used for community consultation.

**Motion**

**That the Draft Annual Business Plan 2019/20 as attached as Appendix D to the report be endorsed for community consultation.**

At 6.08pm Councillor Mitchell took his seat.

Moved Councillor Wasylenko, Seconded Councillor Turelli

**Carried Unanimously**

**3.15 COUNCIL MEMBER CODE OF CONDUCT POLICY (B8527) 11**

**Brief**

To review the updated Code of Conduct Policy and Process for Dealing with Complaints.

**Motion**

**That the updated Council Member Code of Conduct Policy and Process for Dealing with Complaints as detailed in Appendix A be endorsed.**

Moved Councillor Wasylenko, Seconded Mayor Evans

**Carried Unanimously**

**3.16 COUNCIL MEMBER TRAINING & DEVELOPMENT POLICY AND ANNUAL PLAN (B8527) 15**

**Brief**

The Local Government Act 1999 requires a Council to prepare and adopt a Training and Development Policy for its members and in accordance with this requirement a review of the current Council Member Training and Development Policy and Plan has been undertaken.

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**Suspension of Proceedings - 6.33pm**

**That the Committee suspend the operation of Division 2 of the Local Government (Procedures at Meetings) Regulations 2013 to facilitate informal discussions for a period of up to 10 minutes.**

Moved Mayor Evans, Seconded Councillor Nguyen

**Carried Unanimously**

**Resumption of Proceedings - 6.48pm**

**That the period of suspension be brought to an end.**

Moved Mayor Evans, Seconded Councillor Nguyen

**Carried Unanimously**

**Motion**

- 1. That the updated Council Member Training and Development Policy and Plan, as detailed in Appendix A, be endorsed as amended.**
- 2. That staff develop a training and development template for use by Council Members for conferences and interstate courses requiring Council endorsement.**

Moved Mayor Evans, Seconded Councillor Nguyen

**Carried**

**3.17 POLICIES FOR REVIEW - MINOR CHANGES ONLY (B632)**

**19**

**Brief**

To consider policies which remain largely unchanged or have minor changes only at the time of their 2 yearly reviews.

**Motion**

**That the revised policies, as shown;**

- Dog and Cat Management Policy in Appendix A**
- Memorials Policy in Appendix B**
- Public Reserves for Commercial Fitness Activities Policy in Appendix C**
- Road Naming & Premises Numbering Policy in Appendix D**
- Street Traders Policy in Appendix E**
- Use of Hindmarsh Cemetery Policy in Appendix F**
- Youth Policy in Appendix G**

**be adopted.**

Moved Councillor Turelli, Seconded Councillor Wasylenko

**Carried Unanimously**

**[Note: These minutes are unconfirmed until 6 May 2019]**

**4. MOTIONS ON NOTICE**

Nil

**5. QUESTIONS ON NOTICE**

Nil

**6. MOTIONS WITHOUT NOTICE**

Nil

**7. QUESTIONS WITHOUT NOTICE**

Nil

**8. BUSINESS – PART II – CONFIDENTIAL ITEMS**

Nil

**9. MEETING CLOSURE**

The meeting concluded at 7.11pm.

The foregoing Minutes are to be taken as read and confirmed at the meeting of the Committee on Monday, 6 May 2019.

**A CAMPBELL, PRESIDING MEMBER** .....

**DATED**     /     /