



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

18 NOVEMBER 2024

MEMBERS PRESENT

Cr P Jensen (Chairman)
Mayor G Aldridge (ex officio)
Cr J Chewparsad
Cr K Grenfell
Cr S McKell

STAFF

Deputy Chief Executive Officer, Mr C Mansueto
Governance Officer, Ms M Woods
Manager Community Experience, Ms C Kroepsch
Manager People and Performance, Ms K Logan

The meeting commenced at 6:46pm.

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

APOLOGIES

Apologies have been received from Cr L Brug and Cr D Hood.

LEAVE OF ABSENCE

Nil.

PRESENTATION OF MINUTES

Moved Cr K Grenfell
Seconded Cr J Chewparsad

The Minutes of the Governance and Compliance Committee Meeting held on 21 October 2024, be taken as read and confirmed.

CARRIED

REPORTS

Administration

3.0.1 Future Reports for the Governance and Compliance Committee

Moved Mayor G Aldridge
Seconded Cr K Grenfell

That Council:

1. Notes the report.

CARRIED

For Decision

3.1.1 Consideration of Adoption of Employee Behavioural Standards

Moved Mayor G Aldridge
Seconded Cr S McKell

That Council:

1. Notes the information relating to new section 120A of the *Local Government Act 1999*, provided in this report (Item 3.1.1, Governance and Compliance Committee, 18 November 2024).
2. Does not adopt the Local Government Association (LGA) Employee Behavioural Standards at this time, noting that the existing City of Salisbury Employee Conduct Policy is already in place which includes standards of behaviour for Council employees exceeding the LGA Model Standard.

CARRIED

3.1.2 Updates to Legislative Delegations

Moved Mayor G Aldridge
Seconded Cr J Chewparsad

That Council:

1. Delegates from the 25th of November 2024, in exercise of the power contained in Section 44 of the *Local Government Act 1999* the powers and functions of the Council as provided for in the Instrument of Delegation at Attachment 1 (Item 3.1.2; Governance and Compliance Committee; 18 November 2024) to the person occupying the position of Chief Executive Officer of the Council subject to the conditions specified in each Instrument of Delegation.
2. Notes that such powers and functions may be further delegated by the Chief Executive Officer in accordance with Section 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 at Attachment 1 (Item 3.1.2; Governance and Compliance Committee; 18 November 2024).

Instrument of Delegation under Planning Development and Infrastructure Act 2016

3. Delegates from 25 November 2024 in exercise of the power contained in Section 100 of the *Planning, Development and Infrastructure Act 2016* the powers and functions and statutory instruments, those powers and functions as provided for in the Instrument of Delegation at Attachment 3 of this report (Item 3.1.2; Governance and Compliance Committee; 18 November 2024) to the person occupying the position of Chief Executive Officer of the Council subject to the conditions specified in each Instrument of Delegation.
4. Notes that such powers and functions may be further delegated by the person occupying the position of Chief Executive Officer as they see fit, unless otherwise indicated herein or in each proposed Instrument of Delegation in accordance with Section 100(2)(c) of the *Planning, Development and Infrastructure Act 2016* at Attachment 3 (Item 3.1.2; Governance and Compliance Committee; 18 November 2024).

CARRIED

3.1.3 2025 Formal Meeting Schedule

Moved Cr S McKell
Seconded Cr J Chewparsad

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, 18 November 2024) 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

3.1.4 Annual Report 2023-2024

Moved Cr S McKell
Seconded Cr J Chewparsad

That Council:

1. Approves the draft Annual Report 2023/2024 as contained in Attachment 1 of this report (Item 3.1.4, Governance and Compliance Committee, 18 November 2024), subject to any changes requested.

CARRIED

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.

ORDERS TO EXCLUDE THE PUBLIC

3.4.1 Appointment of Independent Member of the Audit and Risk Committee

Moved Cr K Grenfell
Seconded Cr S McKell

That the Governance and Compliance Committee Orders:

1. *Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, that it is necessary and appropriate to exclude the public for the consideration of Agenda Item 3.4.1 Appointment of Independent Member of the Audit and Risk Committee with the exception of the following persons:*
 - *Deputy Chief Executive Officer*
 - *Manager Community Experience*
 - *Manager People and Performance*
 - *Governance Officer*

On the basis:

- *it relates to information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*
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*
 - *non disclosure would protect personal details.*

*On that basis the public's interest is best served by not disclosing the **Appointment of Independent Member of the Audit and Risk Committee** 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, be excluded from attendance at the meeting for this Agenda Item.*

CARRIED

The meeting moved into confidence at 6:50pm.

The meeting moved out of confidence and closed at 6:51pm.

CHAIRMAN.....

DATE.....