

Present: Mayor D Dolling, Cr L Kerley, Cr M McDonald, Cr G Simmons, Cr C Axford, Cr R Smith, Cr M Weedon, Cr B Rooney, Cr G Rowlands

Staff in Attendance: A Cole (CEO)
P Ward (Deputy CEO)
RC Linke (Manager Infrastructure Services)
D Brokenshire (Planning Officer)
J Ackland (Minute Secretary)

1. Opening

The Mayor Dean Dolling opened the meeting at 7.00pm.

4 members of the public were in the gallery at the commencement of the meeting.

2. Apologies and Leave of Absence

2.1 Apologies – Nil

3. Conflict of Interest Provisions

3.1 Mayor Dean Dolling declared a conflict of interest with item number 14.1.2.

4. Confirmation of Minutes

4.1 Ordinary Meeting of Council held on the 8th April 2014

MOVED: Cr Rooney

SECONDED: Cr Axford

“That the Minutes of the Ordinary Meeting of Council held on the 8th April 2014 be confirmed as printed and supplied.”

CARRIED UNANIMOUSLY

5. Business Arising from Minutes

5.1 Nil

6. Deputations

6.1 Nil

7. Members Reports

7.1 Mayor Dolling

10/04/2014 LGA Showcase, Adelaide
11/04/2014 LGA General Meeting, Adelaide
17/04/2014 Audit Committee Meeting, Port Broughton
25/04/2014 Anzac Day Dawn Service and Anzac Day March
30/04/2014 Informal Workshop, Port Broughton
08/05/2014 Audit Committee Meeting, Port Broughton
19/04/2014 Seaside Markets, Port Broughton

7.2 Deputy Mayor Rooney

17/04/2014 Audit Committee Meeting, Port Broughton
25/04/2014 Anzac Day laying of the wreath, Bute

7.3 Cr Axford

10/04/2014 Met with Sonny Coombs-YPCT, at Bute, re Council article
16/04/2014 Elected members & BBQ with staff, at Pt Broughton
17/04/2014 Audit meeting at Pt Broughton
25/04/2014 ANZAC Dawn Service at Bute
30/04/2014 Budget Committee at Pt Broughton
08/05/2014 Audit Meeting at Pt Broughton

7.4 Cr Kerley

25/04/2014 ANZAC Day Dawn Service, Port Broughton
30/04/2014 Informal Workshop, Port Broughton

7.5 Cr McDonald

16/04/2014 Elected Members and Staff BBQ, Port Broughton
19/04/2014 Seaside Markets, Port Broughton
25/04/2014 Anzac Day Service, Port Broughton
30/04/2014 Council's Budget Workshop, Port Broughton
02/05/2014 Primary Health Care Meeting
05/05/2014 Progress Association Meeting, Port Broughton
12/05/2014 Port Broughton Area School Governing Council Meeting

7.6 Cr Rowlands

16/04/2014 Elected Members and Staff BBQ, Port Broughton
17/04/2014 Audit Committee Meeting, Port Broughton
25/04/2014 Anzac Day Dawn Service, Port Broughton
30/04/2014 Informal Workshop, Port Broughton
08/05/2014 Audit Committee Meeting, Port Broughton
08/05/2014 Asset Management Meeting, Port Broughton

7.7 Cr Smith

10/04/2014 Media interview with Sonny Coombs, Port Broughton
16/04/2014 Meeting with Andrew Cole (CEO), Port Broughton
25/04/2014 Anzac Day Dawn Service and Anzac Day March
25/04/2014 RSL Opening by Mayor Dolling
30/04/2014 Informal Workshop, Port Broughton

7.8 Cr Simmons

- 19/07/2014 Seaside Markets, Port Broughton, (Barunga Village)
- 23/04/2014 YPCT Meeting, Maitland
- 23/04/2014 Barunga Village Meeting, Port Broughton
- 23/04/2014 Bute 2000 Meeting, Bute
- 25/04/2014 Anzac Day Service, Bute
- 30/04/2014 Informal Workshop, Port Broughton

7.9 Cr Weedon

- 25/04/2014 Anzac Day Dawn Service and March, Bute

8. Petitions

- 8.1 Nil

9. Questions with Notice

- 9.1 Nil

10. Questions without Notice

10.1 Cr McDonald asked:

- 1. *With regards to hall maintenance, eg painting of gutter and verandah posts, and painting of skirting boards and front of stage – would this be a budget request, or project for Council's Capital Fund or for Progress to apply for Community Grant Funding to achieve this work?*

The CEO took this question on notice, to be answered at the next Council Meeting.

10.2 Cr Rooney asked:

- 1. *Why is Koch's road now named Peter Koch's road?*

The Manager Infrastructure Services took this question on notice, to be answered at the next Council Meeting.

10.3 Cr Kerley asked:

- 1. *Could the motion which was passed about two years ago to use the name Whitaker for a road or street name be replace on the Motions and Actions register?*

The CEO took this question on notice, to be answered at the next Council Meeting.

11. Motions with Notice

- 11.1 Nil

12. Motions without Notice

- 12.1 Nil

13. Adoption of Committee Reports

13.1 Audit Committee Meeting – held on 6th March 2014

MOVED: Cr Rowlands

SECONDED: Cr Simmons

1. *“That the Audit Committee Terms of Reference, as presented, be recommended to Council for adoption, subject to the inclusion of a preamble regarding basis of establishment and title of committee.”*
2. *“That the Audit Committee Works Program be populated and provided to the next Audit Committee meeting, including timelines and priorities.”*
3. *“That Council staff review the building asset and insurance valuations and identify assets which will not be replaced or are potentially available for sale, and prepare a report for the next Audit Committee meeting.”*
4. *“That the Audit Committee recommend the adoption of the following timeframe for the development of Council’s Annual Business Plan and Budget 2014/15, as follows:*
 - *Develop Draft Annual Business Plan & Budget – Feb to March 2014;*
 - *Consult and Engage on Draft Annual Business Plan & Budget – April to May 2014;*
 - *Review and Adopt Annual Business Plan & Budget – June 2014;*
 - *Implement Annual Business Plan & Budget – July 2014 onwards;*
 - *Monitor Performance of Budget – Min 2 Quarterly Reviews, at least Nov 2014, Feb 2015.*

Subject to the inclusion of a Council Budget workshop on March 26 2014.”

CARRIED UNANIMOUSLY

13.2 Audit Committee Meeting – held on 17th April 2014

MOVED: Cr Rowlands

SECONDED: Cr Kerley

1. *“That the Annual Budget be based upon the following assumptions, namely:*
 - *A budgeted rate increase of 5.5%;*
 - *Material costs based upon current CPI of 2.7%;*
 - *User Charges - to move towards full cost recovery, wherever applicable;*
 - *Capital expenditure to be prioritised upon Council-owned assets;*
2. *“That Council establish a “Council Capital Fund” of \$100,000 in the 2014/15 Annual Budget, to be used for community projects”.*
3. *“That a report be provided to the Audit Committee detailing Council’s unsealed road maintenance costs in comparison to external contractors and neighbouring Councils.”*
4. *“That the Capital Works Programme for 2014/15 be developed within a cash-flow neutral outcome, also identifying projects to be prioritised for inclusion in the 2014/15 program if funding available for the 2014/15 financial year.”*

CARRIED UNANIMOUSLY

6. *“That Council’s Asset Capitalisation Policy be amended to:*
 - a) *incorporate a series of ‘no-replace’ asset classes for Buildings, Structures and Land Improvements, and;*

b) set the asset 'Materiality Thresholds' to the following levels:

• Land	N/A
• Land Improvements	\$10,000
• Buildings	\$10,000
• Structures	\$10,000
• Infrastructure – Roads, etc	\$10,000
• Plant & Equipment	\$5,000
• Furniture & Fittings	\$5,000".

7. "That the insurance valuation criteria be provided by Council's insurers, to verify the current insurance valuations."

CARRIED UNANIMOUSLY

MOVED: Cr Rowlands

SECONDED: Cr Rooney

5. "That an annual calendar of corporate projects be created and monitored, and a progress report brought to Council on a quarterly basis".

CARRIED UNANIMOUSLY

13.3 Audit Committee Meeting – held on 8th May 2014

MOVED: Cr Rowlands

SECONDED: Cr Kerley

1. "That the Updated Work Programme for the Audit Committee be received and noted."
2. "That the Committee recommends to Council that the following Policies be distributed for a period of public consultation, in line with the Draft Annual Business Plan 2014-15, namely:
- Asset Accounting Policy
 - Accounting Policy
 - Treasury Management Policy
 - Fraud and Corruption Policy
 - Rating and Rebate Policy
 - Whistleblower Protection Policy
 - Procurement Policy
 - Disposal of Assets Policy

subject to the following alterations:

Procurement policy:-

- All purchases over \$30,000 and under \$125,000 require 3 quotes, and if this is not possible, a written explanation as to why not is to be documented;
- That the term "preferred supplier" be replaced with "pre-qualified supplier";

Rating and Rebate policy:-

- Discretionary Rebates be recorded in a Register."

3. "That a review of Council's Differential Rates be conducted within the next six months, with an options paper being provided to the Committee for consideration."
4. "That the Committee recommends to Council that the Draft Annual Business Plan 2014-15 be distributed for a period of public consultation, subject to an amendment to the Key Financial Indicators section of the Plan."

CARRIED UNANIMOUSLY

14. Council Business – Manager’s Reports

14.1 Chief Executive Officer Report – Andrew Cole

MOVED: Cr Rooney

SECONDED: Cr McDonald

“That the Report from the Chief Executive Officer for the May 2014 meeting be received and noted”

CARRIED UNANIMOUSLY

14.1.1 Tourism Funding Three Year Agreement (2014/15-2016/17)

MOVED: Cr Smith

SECONDED: Cr Axford

That Council:

1. *Decline entering a three-year funding agreement with Yorke Peninsula Tourism (YPT), commencing in the coming 2014/15 financial year;*
2. *Agree to maintain the current annual level of YPT funding for the purpose of economic development (focussed on local tourism) as part of the proposed 2014/2015 annual budget.*

CARRIED UNANIMOUSLY

14.1.2 Seawall/levee Management Plan: Fisherman’s Bay

Cr Dolling declared a conflict of interest with item number 14.1.2 at 7.35pm.

Deputy Rooney took conduct of the meeting.

MOVED: Cr Smith

SECONDED: Cr Kerley

“That:

1. *The Report “Seawall/levee Management Plan: Fishermans Bay” be noted, and*
2. *Council recognizes the consultation engaged by Fishermans Bay Management Pty. Ltd. in the development of the Seawall/Levee Management Plan.”*

CARRIED UNANIMOUSLY

Mayor Dolling took conduct of the meeting at 7.50pm

14.1.3 Draft Policies for Review

MOVED: Cr Rowlands

SECONDED: Cr McDonald

“That the following Finance and Governance Policies be release for a period of public consultation, in line with the consultation process for the Draft Annual Business Plan and Budget 2014/15, namely the:

- *Accounting Policy;*
- *Asset Accounting Policy;*
- *Treasury Management Policy;*
- *Rating and Rebate Policy;*
- *Procurement Policy;*
- *Disposal of Assets Policy;*
- *Fraud and Corruption Prevention Policy;*
- *Whistleblower Policy.”*

CARRIED UNANIMOUSLY

14.1.4 Meetings

Noted

14.2 Finance Report - Peter Ward

MOVED: Cr Axford

SECONDED: Cr Weedon

"That the Finance Report from the Deputy CEO for the May 2014 meeting be received and noted."

CARRIED UNANIMOUSLY

14.2.1 Budget Review March 2014

MOVED: Cr Rowlands

SECONDED: Cr Kerley

"That the recommended budget amendments contained within the March 2014 budget revision be adopted in accordance with Regulation 9 of the Local Government (Financial Management) Regulations 2011."

CARRIED UNANIMOUSLY

14.2.2 Draft Annual Business Plan

MOVED: Cr Rowlands

SECONDED: Cr Kerley

"That the draft Annual Business Plan be released for public consultation for a period of at least 21 days, that public submissions are invited, and that a public meeting be held at 7:00pm on Wednesday 4 June 2014 at the Port Broughton Meeting Room to hear any submissions in relation to the Annual Business Plan."

CARRIED UNANIMOUSLY

14.3 Manager Infrastructure Services – Fred Linke

MOVED: Cr McDonald

SECONDED: Cr Kerley

"That the Report from the Manager Infrastructure Services for the May 2014 meeting be received and noted."

CARRIED UNANIMOUSLY

14.3.1 Broughton Bayside Caravan Park – Phone Box relocation request

MOVED: Cr Kerley

SECONDED: Cr Weedon

"That no action be taken regarding the request to relocate the phone box at the Broughton Bayside Caravan Park."

CARRIED UNANIMOUSLY

14.3.2 Tasks

Noted

14.3.3 Meetings

Noted

14.4 Planning Officer – Deb Brokenshire

MOVED: Cr Axford

SECONDED: Cr Smith

“That the Report from the Planning Officer for the May 2014 meeting be received and noted.”

CARRIED UNANIMOUSLY

14.4.1 Sign Policy

MOVED: Cr Smith

SECONDED: Cr Kerley

“That the Draft Sign Policy be adopted”

CARRIED UNANIMOUSLY

14.4.2 Port Broughton Wetland Feasibility Study – Southern Foreshore Area

MOVED: Cr Rowlands

SECONDED: Cr Kerley

“The CEO to approach Tonkin Consulting to appraise how much it would cost to extend the feasibility report to include a wetland on the Port Broughton golf course?”

CARRIED UNANIMOUSLY

15. Correspondence:

15.1 Nil

16. Confidential Items

16.1 Review of Confidential Items

MOVED: Cr Rooney

SECONDED: Cr Axford

“That pursuant to Sections 90 (2) of the Local Government Act 1999 the Council orders that all persons, except Senior Managers and the Minute Taker be excluded from attendance at the meeting for Confidential Agenda Item 15.1. The Council is satisfied that pursuant to Sections 90 (3) (a) of the Act that the consideration of issues relating to the Confidential Agenda Item 15.1 is information relating to the personal affairs of any person.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances.”

CARRIED UNANIMOUSLY

The gallery left the meeting at 8.35pm

MOVED: Cr Kerley

SECONDED: Cr McDonald

“That Council agrees to release from confidence those agenda items identified for release in the Register of Confidential Items, dated 7 May 2014.”

CARRIED UNANIMOUSLY

MOVED: Cr Kerley

SECONDED: Cr Smith

“That having considered Confidential Agenda Item 15.1 in confidence under Sections 90 (2) and 90 (3) (a) of the Local Government Act 1999, the Council, pursuant to Section 91 (7) of that Act orders that any information and Minutes relating to that item, be retained in confidence.”

CARRIED UNANIMOUSLY

17 **Closure**

17.1 The Mayor declared the meeting closed 8.40 pm.

Cr Dean Dolling
Mayor, District Council of Barunga West