MINUTES

Meeting
Ordinary Council Meeting

Meeting Date & Time
Wednesday 27 February 2019 at 4:00pm

Location
Council Office Boardroom, 6-8 Richardson Place, Roxby Downs

Present
Geoff Whitbread (Administrator)

Staff Present
Michelle Hales (Group Manager Governance & Community), Stuart Edwards (Group Manager Essential Services & Assets), Drew Ellis (Group Manager Corporate Services), Tony Weir (Group Manager Lifestyle & Sport), Kerrie Thomas (Executive Support)

Apologies
Roy Blight (Chief Executive)

1. **Council Opening**

   The meeting commenced at 4:00pm.

   Mr Whitbread acknowledged the Kokatha peoples, the traditional owners of the land on which we meet today and paid respect to their Elders past and present and extended that respect to other Aboriginal and Torres Strait Islander people who may be present today.

2. **Confirmation of Minutes of the Previous Meeting**

   RESOLVED: *The Minutes of the Council Meeting held on 30 January 2019 are confirmed as a true and accurate record of proceedings.*

3. **Council Business**

   3.1 **Six Month Review July – December 2018**

      PURPOSE: To be transparent with the community and provide information on what Council achieved between July – December 2018, and its ongoing projects and plans for the first half of 2019.

      RESOLVED: *That Council endorses the report for public release and it be published on Council’s website.*

   3.2 **Second Quarter Budget Review**


      RESOLVED: *That Council adopt the report as recommended by the Audit Committee at its meeting on 22 February 2019.*

   3.3 **Budget Development Timeline**

      PURPOSE: To consider a development timeline for the 2019-2020 Annual Business Plan and Budget.
RESOLVED: That Council adopt the proposed timeline as recommended by the Audit Committee at its meeting on 22 February 2019.

3.4 2019/2020 Budget Assumptions

PURPOSE: To advise Council of initial assumptions shaping the preparation of the 2019/2020 budget, and to serve as a planning document for the budget process that is ongoing.

RESOLVED: That Council adopt the initial assumptions behind the preparation of the 2019/2020 budget as determined to be sound and reasonable by the Audit Committee at its meeting on 22 February 2019.

3.5 Electricity Bad Debts

PURPOSE: To advise Council of an intended clean-up of historic electricity bad debts.

RESOLVED: That Council authorise the writing off as unrecoverable historic electricity bad debts as recommended by the Audit Committee at its meeting on 22 February 2019.

3.6 Freedom of Information Statement


RESOLVED: That Council adopts the Freedom of Information Statement 2019, as presented and it be published on Council’s website.

3.7 Review of Authorised Officers

PURPOSE: To provide Council with the details of employees appointed as authorised officers.

WITHDRAWN: The report was withdrawn to enable further consultation with the Chief Executive.

3.8 Essential Street Tree Works

PURPOSE: To provide Council with details of essential street tree works, including removal of three (3) street trees deemed to be a risk to infrastructure and private property.

RESOLVED: Council notes the report.

3.9 Request for Concession of Fees, Scouts Australia (SA)

PURPOSE: To consider a submission by the Scouts Australia (SA) for a reduction of fees payable in respect of costs applicable to the lodgement for the establishment of a new Scout Hall at Roxby Downs.

RESOLVED: That in recognition of the not for profit status of Scouts Australia (SA) and their contribution to the development and wellbeing of youth within the Roxby Downs Community, Council approves a reduction of fees payable equivalent in
With respect of the Development Application, to the total fees applicable less those amounts remitted by Council to the State Government/agencies and service providers involved in the assessment of the application.

3.10 105.5 RoxFM Progress Report

PURPOSE: To receive the 105.5 RoxFM report of annual activities for 2018.

RESOLVED: That Council receives and notes the RoxFM acquittal report for 2018.

3.11 Review of Gifts and Benefits Policy

PURPOSE: To review and adopt the new Gifts and Benefits Policy.

RESOLVED: That Council adopts the Gift and Benefits Policy as presented and publishes it on the Council’s website.

3.12 Review of Library Conditions of Use Policy

PURPOSE: To review and adopt the Library Conditions of Use Policy.

RESOLVED: That Council adopts the Library Conditions of Use Policy as presented and publishes it on the Council’s website.

3.13 Review of Procurement Policy

PURPOSE: To review and adopt the Procurement Policy.

RESOLVED: That Council adopt the Procurement Policy as presented and publishes it on Council’s website.

3.14 Review of Street Tree Policy

PURPOSE: To undertake a periodic review of the Street Tree Policy.

RESOLVED: That Council adopts the Tree Policy as presented and publishes it on the Council’s website.

3.15 Naming of Roads and Public Places Policy

PURPOSE: To adopt the Naming of Roads and Public Places Policy.

RESOLVED: That Council adopts the Naming of Roads and Public Places Policy as presented and publishes it on the Council’s website.

4. Reports for Information

RESOLVED: The Council receive and notes the following reports:

- Chief Executive Report
- Development Application Decisions
- Grant Register
5. **Community Presentations, Petitions and Deputations**

   Nil

6. **Next Meeting**

   The next Ordinary Council Meeting for the Municipal Council of Roxby Downs is scheduled for Wednesday 27 March 2019 at 4:00 pm - Council Office Boardroom, 6-8 Richardson Place, Roxby Downs, unless advised otherwise, by notice on the Council’s website.

7. **Closure**

   The meeting closed at 4:36pm.