

Minutes of the Policy Review Committee Meeting held at the Community & Civic Centre Eighteenth Street, Renmark on Thursday 7 March 2019 commencing at 2.00pm.

Acknowledgement of Country

"I would like to acknowledge and pay respects to the First Peoples of the River Murray and Mallee region who are the traditional custodians of this land on which we meet"

1. OPENING BY THE CHAIRPERSON

2. PRESENT

Cr Howie (Chair), Crs Hunter and Maddocks, Mr T Siviour (Chief Executive Officer), Mr T Tol (Director Infrastructure and Environmental Services) and Ms A Baker (Executive Assistant to Director Corporate & Community Services)

3. APOLOGIES – Mayor Martinson and Cr Townsend

4. CONFLICT OF INTEREST

Material Declaration of Interest

Cr Howie advised the committee that she had a material conflict of interest in report 12.2 – Private Jetties and pontoons Policy. Cr Howie advised the committee that she will leave the chambers when item 12.2 is discussed.

5. DEPUTATIONS - Nil

6. CONFIRMATION OF MINUTES HELD ON 11 FEBRUARY 2019

Moved Cr Hunter

That the minutes of the Policy Review Committee meeting held 11 February 2019 be confirmed.

Seconded Cr Maddocks

CARRIED

7. BUSINESS ARISING FROM THE MINUTES OF 11 FEBRUARY 2019 - Nil

8. NOTICE OF MOTION

8.1 Notification of changes to policies

Moved: Cr Hunter

That the Committee recommends to Council that following all Policy Review committee meetings, that a copy of the adopted policy with tracked changes to the policy be made available to all Elected members prior to the next Council meeting prior to being confirmed.

Seconded: Cr Maddocks

CARRIED

9. COMMITTEE MEMBERS REPORTS – Nil

10. LATE REPORTS – Nil

11. DIRECTOR CORPORATE & COMMUNITY SERVICES REPORTS

11.1 Reviewing the effectiveness of specific Policies

Moved Cr Hunter

That the Policy Review Committee notes that the following policies should be reviewed in order to measure their effectiveness:

- a) Car Park Fund Policy
- b) Unsolicited Proposals Policy
- c) Fraud and Corruption Policy
- d) Code of Practice for Meeting Procedures Policy
- e) Treasury Management Policy

Seconded Cr Maddocks

CARRIED

Moved Cr Hunter

That the Policy Review Committee endorses the recommended approaches to review each of the policies:

- a) Car Park Fund Policy be reviewed as an annual report for the Policy Review Committee addressing the required review criteria.
- b) Unsolicited Proposals be reviewed as an annual report for the Policy Review Committee that addresses all unsolicited proposals submitted to Council in the proceeding 12 months and an assessment of the effectiveness of the policy objectives in processing the unsolicited bids.
- c) Fraud and Corruption Policy be reviewed by the Councils Audit Committee and for them to have a standing item on their agenda.
- d) Code of Practice for Meeting Procedures Policy be reviewed on an annual basis to identify if any changes should be recommended to Council.
- e) Treasury Management Policy be reviewed by Councils Audit Committee and a report be prepared on an annual basis for the audit committee that addressed the specific policy review criteria detailed in the policy.

Seconded Cr Maddocks

CARRIED

11.2 Unsolicited Proposals Policy

Moved Cr Hunter

That the Policy Review Committee note this report and retain references to no competing proposals within the Unsolicited Proposals Policy.

Seconded Cr Maddocks

CARRIED

- 11.3 Sponsorship and Funding Policy (formerly Community Assistance Policy)
Moved Cr Hunter
That the Policy Review Committee recommends that The Sponsorship and Funding Policy lay on the table and staff bring back a report that highlights the data from the past 5 years in relation to point 3.1.1 and 3.1.2 of the Sponsorship and Funding Policy (formally Community Assistance Policy).
Seconded Cr Maddocks
CARRIED
- 11.4 Australia Day Awards Policy
Moved Cr Hunter
That the Policy Review Committee recommends that Council ratifies the Australia Day Awards Policy, further more, at the discretion and under the full agreement of the Australia Day Award committee a community service award may be awarded in any one year.
Seconded Cr Maddocks
CARRIED
- 11.5 Council Policies
Moved Cr Maddocks
That the Policy Review Committee recommends that Council ratifies the following Council policies:
a) Correspondence Community Members Policy
b) Council Emblem Policy
c) Council Buildings Hire/Use Policy
d) Elected Member iPad Policy
e) Flag Flying Policy
f) Records Management
g) Circus Sitting
Seconded Cr Hunter
CARRIED
- 11.6 Policy Review Committee Workplan
Moved Cr Maddocks
That the Policy Review Committee recommends to Council that it approves the Work Plan.
Seconded Cr Hunter
CARRIED

12. DIRECTOR INFRASTRUCTURE & ENVIRONMENTAL SERVICES REPORTS

12.1 Street and Open Space Tree Design Guidelines

Moved Cr Maddocks

That the Committee recommends to Council that the Street and Open Space Tree Design Guidelines with the minor formatting amendments noted at this meeting be distributed for public consultation, with emphasis on the importance of supporting Bio Security's recommendation to remove hosting fruit fly trees for streets and open space areas.

Seconded Cr Hunter

CARRIED

12.2 Private Jetties and Pontoons Policy

The Policy Review Committee lay the Private Jetties and Pontoons Policy on the table due to Cr Howie's declaration of material conflict of interest and her desire to leave the chambers during the discussion of this item resulting in not meeting quorum requirements, the Policy review Committee will consider this policy at a future meeting.

13. INFORMATION ONLY REPORTS – Nil

14. MOTIONS WITHOUT NOTICE

14.1 Tree Management Policy

Moved Cr Hunter

That the Committee recommends to Council that the Tree Management Policy be distributed for public consultation prior to being considered for review at the November Policy Review Committee meeting.

Seconded Cr Maddocks

CARRIED

15. GENERAL BUSINESS - Nil

16. CLOSURE – 4:03 pm