



**MINUTES**

of

**COUNCIL MEETING**

held in the

**COUNCIL CHAMBERS**

and via electronic means through live streaming at  
<https://www.youtube.com/channel/UCZxKI13S3M8n8zxKI5LFT9w>

on

**MONDAY 20 MARCH 2023 AT 7PM**

**MINUTES**  
**20 MARCH 2023**

*The Presiding Member declared the meeting open at 7:00pm.*

**ACKNOWLEDGEMENT OF COUNTRY**

Town of Walkerville would like to acknowledge the Kurna people as the traditional custodians of the land we are meeting on today, and respect their spiritual relationship with their country.

We recognise the many generations of stewardship the Kurna people have provided to this land, and respect that their cultural heritage and beliefs are as important today as they were for their ancestors.

**1. ATTENDANCE RECORD**

1.1 Present

Mayor Melissa Jones  
Deputy Mayor Liz Trotter  
Cr Jay Allanson  
Cr Aman Kaur  
Cr James Nenke  
Cr Steven Rypp  
Cr Anthony Vanstone  
Cr James Williams  
Cr John Zeppel

Staff in Attendance

Acting Chief Executive Officer, Scott Reardon  
Group Manager Assets & Infrastructure, James Kelly  
Group Manager Corporate Services, Vikki Purtle  
Group Manager Public Relations & Community Services, Sarah Spencer  
Council Secretariat, Danielle Edwards

1.2 Apologies

Nil.

### 1.3 Not Present / Leave of Absence

#### 1.3.1 Cr Kaur Leave of Absence

**CNC219/22-23**

**Moved:** Cr Kaur

**Seconded:** Cr Rypp

That Council approve Cr Kaur's request for a leave of absence relating to Council Meetings from 3 April 2023 to 27 April 2023, inclusive.

**CARRIED UNANIMOUSLY**

#### 1.3.2 Cr Nenke Leave of Absence

**CNC220/22-23**

**Moved:** Cr Nenke

**Seconded:** Cr Rypp

That Council approve Cr Nenke's request for a leave of absence relating to Council Meetings from 24 March 2023 to 4 April 2023, inclusive.

**CARRIED UNANIMOUSLY**

## 2. CONFIRMATION OF MINUTES

### 2.1 Ordinary Council meeting held on 20 February 2023

**CNC221/22-23**

**Moved:** Cr Trotter

**Seconded:** Cr Allanson

That the minutes of the Ordinary Council meeting held on 20 February 2023 be confirmed as a true and accurate record of the proceedings.

**CARRIED**

## 3. DECLARATIONS OF INTEREST

- 3.1 Cr Zeppel declared a material conflict of interest in agenda item 14.3.6 *Community Fund Application – Gilberton Woodland Bushcare Group*. Cr Zeppel advised that he would depart the meeting during discussion and decision of the motion.

## 4. DEPUTATIONS / REPRESENTATIONS / PRESENTATIONS

Nil.

## 5. PETITIONS

Nil.

## 6. MAYORS DIARY

### 6.1 Mayors Diary

**CNC222/22-23**

**Moved:** Cr Trotter

**Seconded:** Cr Zeppel

That Council receives and notes the Mayoral Diary from 16 February 2023 to 15 March 2023.

**CARRIED UNANIMOUSLY**

## 7. REPORTS FROM ELECTED MEMBERS HAVING ATTENDED TRAINING, CONFERENCES, SEMINARS OR EXTERNAL MEETINGS

7.1 Friday 17 March 2023 – CAP Training – Cr Zeppel provided a verbal update.

## 8. REPORTS FROM ELECTED MEMBERS HAVING ATTENDED SUBSIDIARY BOARD MEETINGS

8.1 ERA Water Special Board Meeting 22 February 2023 – Cr Vanstone provided a verbal update.

8.2 EHA Board Meeting 22 February 2023 – Cr Nenke provided a verbal update.

8.3 East Waste Board Meeting 23 February 2023 – Mayor Jones provided a verbal update.

## 9. QUESTIONS FROM THE GALLERY

Nil.

## 10. QUESTIONS WITHOUT NOTICE

Nil.

## 11. QUESTIONS ON NOTICE

Nil.

## 12. MOTIONS WITHOUT NOTICE

Nil.

### 13. MOTIONS ON NOTICE

#### 13.1 Cr Nenke – Asset Management Plan

**CNC223/22-23**

**Moved:** Cr Nenke

**Seconded:** Cr Williams

That individual Asset Management Plans for each of the major asset classes, particularly Roads, Footpaths, and Stormwater, be developed and approved for community engagement, and returned to Council for formal adoption by 30 November 2023. At a minimum each plan will provide the following:

- How much we have - i.e. network quantities (e.g. length of road, footpath, conduit and number of pits). To also indicate how much we have by type (such as footpath material and type of stormwater conduit)
- The value and depreciation records of each asset type as of 30 June 2022.
- The useful life parameters for each major asset component type.
- Condition summary for Roads and Footpaths by suburb, and an Overall Condition Score for entire Council area for each class.
- A life summary of Council's stormwater network, which considers remaining life based on age.
- An Overall Condition Index score should be provided for each asset class to ensure future benchmarking opportunity.
- Lifecycle costs, such as annual maintenance and operational costs. This should also trend the past 4 years of expenditure for comparison.
- The planned maintenance expenditure for the coming Financial Year, which considers network growth.
- Customer request data for previous financial years for each asset class.
- Major risks identified that can potentially impact the delivery of service provided by each asset class.
- A 10 Year Capital works investment budget must be provided for Replacement of existing assets. Consider to flat line this spend per asset class to ensure appropriate budgeting in Council's Long Term Financial Plan.
- Should data be available for traffic control infrastructure (such as roundabouts, speed humps and protuberances) then a separate small plan to be included as an appendix to the Roads Plan.
- Linemarking expenditure to be identified within the Roads Plan as a separate item under Maintenance/Operational expense.

**CARRIED UNANIMOUSLY**

### 14. REPORTS REQUIRING DECISION OF COUNCIL

#### 14.1 Strategy

Nil.

## 14.2 Policy

### 14.2.1 Adoption of the *Code of Practice – Access to Council Meetings, Council Committees & Council Documents*

#### **CNC224/22-23**

**Moved:** Cr Allanson

**Seconded:** Cr Zeppel

1. That Council receive and note the Adoption of the *Code of Practice – Access to Council Meetings, Council Committees & Council Documents* report.
2. That Council rescind points 4 and 5 of resolution **CNC181/22-23** which read:
  4. *That Council direct Administration to bring forward the scheduled review of the Town of Walkerville’s ‘Informal Gathering Policy’ with the view of including similar provisions therein that will allow for future Information or Briefing Sessions of Council and Council Committees to be facilitated by electronic means when an Information or Briefing Sessions are held in a place open to the public.*
  5. *That the reviewed ‘Informal Gathering Policy’ be brought back to Council for in principle endorsement and release to public consultation at the Ordinary Meeting of February 2023.*

and in lieu thereof Council so determines to further amend clause 7 of the *Code of Practice – Access to Council Meetings, Council Committees & Council Documents* by inserting the following new provisions:

- 7.8 *Electronic or telephone participation in Information and Briefing Sessions by a Member of Council is permitted when an Information and Briefing Sessions is conducted in a place open to the public, but not when confidential matters are dealt with under section 90(3) of the Act.*
- 7.9 *Each Council Member taking part in an Information and Briefing Session facilitated by electronic means, must, at all times be able to hear and be heard by each of the other Members present, be heard by members of the public and be heard by the person recording the minutes of the meeting. At the commencement of the session, each Member must announce his/her presence to all other Members taking part in the meeting.*

3. In accordance with section 92 of the *Local Government Act 1999* Council endorses the revised *Code of Practice – Access to Council Meetings, Council Committees & Council Documents*, appearing as Attachment B to this report, which will now provide meeting procedures that facilitate electronic access to and participation in Council Committee meetings and Information and Briefing Sessions under certain circumstances.
4. That Council authorise Administration to make any/all further necessary changes to the *Code of Practice – Access to Council Meetings, Council Committees & Council Documents* of a minor technical or formatting nature.
5. That the revised CEO Performance Review Committee Terms of Reference, appearing as Attachment E to this report, be endorsed and adopted.
6. That Administration be authorised to emulate the changes in the CEO Performance Review Committee Terms of Reference into the Walkerville Community Committee Terms of Reference, as it relates to electronic access and participation.
7. That Council determine to repeal the Town of Walkerville's Informal Gathering's policy on the basis that such a policy is no longer required under the *Local Government Act 1999*.
8. That point 7.7 of the Code appearing as Attachment B be amended to remove '*or Council Committee members*'.

**CARRIED UNANIMOUSLY**

14.2.2 Town of Walkerville Audit Committee Terms of Reference Amendment

**CNC225/22-23**

**Moved:** Cr Rypp

**Seconded:** Cr Williams

1. That Council receive and note the Town of Walkerville Audit Committee Terms of Reference Amendment report.
2. That Council endorse and adopt the revised Town of Walkerville Audit Committee Terms of Reference, appearing as Attachment B to this report, which includes the following amendments:
  - a. That pursuant to section 41(6) of the *Local Government Act 1999* Clause 5.3 has been amended to appoint the Mayor as an *ex officio* Member of the Audit Committee.
  - b. That subject to the formal endorsement of Agenda Item 14.2.1 '*Adoption of the Code of Practice – Access to Council Meetings, Council Committee & Council Documents*', Clause 6.2 has been amended to allow meetings of the Audit Committee to be conducted in accordance with the newly endorsed provisions of the Code.

**CARRIED UNANIMOUSLY**

### 14.3 Operational

#### 14.3.1 Budget Review Two 2022-23

##### **CNC226/22-23**

**Moved:** Cr Trotter

**Seconded:** Cr Vanstone

That Council adopts Budget Review Two for the 2022-23 financial year and the variances contained within it as the amended and current budget for the period ending 30 June 2023.

**CARRIED UNANIMOUSLY**

#### 14.3.2 Walkerville Community Committee Membership Appointment

##### **CNC227/22-23**

**Moved:** Cr Rypp

**Seconded:** Cr Kaur

That Cr Zeppel be appointed as the fourth Council Member to the Walkerville Community Committee from 9:01am Tuesday 21 March 2023 for the remainder of the Council term.

**CARRIED UNANIMOUSLY**

#### 14.3.3 Robe Terrace Service Road – Vegetation Management

##### **CNC228/22-23**

**Moved:** Cr Allanson

**Seconded:** Cr Vanstone

1. That Council receive and note the Robe Terrace Service Road – Vegetation Management report.
2. That Council acknowledges pruning and signage relocation work that is scheduled in accordance with resolution **CNC202/22-23** from the meeting on 20 February 2023.
3. That Council direct administration to remove additional vegetation at Sites 2, 3 and 4 as detailed in this report.
4. That Council direct Administration to generally keep the vegetation at these entry and exit locations well maintained as guided by the details of this report.
5. That Administration present a subsequent report to Council once works have been completed showing before and after pictures.

**CARRIED UNANIMOUSLY**



14.3.4 Vale Street and Harris Road Traffic Data Report March 2023

**CNC229/22-23**

**Moved:** Cr Rypp

**Seconded:** Cr Williams

1. That Council receive and note the Vale Street and Harris Road Traffic Data Report.
2. That Council directs Administration to forward this data to SAPOL for monitoring and enforcement purposes.
3. That Council consider Vale Street in the actions for Stage 2 of the Transport Strategy for 2023-24.

**CARRIED UNANIMOUSLY**

14.3.5 Community Fund Application – Wilderness School Students (ARGO-22)

**CNC230/22-23**

**Moved:** Cr Vanstone

**Seconded:** Cr Rypp

1. That Council allocates the following funds to the respective Community Fund applicant from the 2022-23 Community Fund budget:
  - a. Wilderness School Students (ARGO-22) – \$250 as determined by Council
2. That Administration writes to the applicant for the Community Fund grant and advises them of the Council resolution.

**CARRIED UNANIMOUSLY**

*The time being 7:40pm Cr Zeppel departed the meeting.*

14.3.6 Community Fund Application – Gilberton Woodland Bushcare Group

**CNC231/22-23**

**Moved:** Cr Trotter

**Seconded:** Cr Vanstone

1. That Council allocates the following funds to the respective Community Fund applicant from the 2022-23 Community Fund budget:
  - a. Gilberton Woodland Bushcare Group – \$300 as requested
2. That Administration writes to the applicant for the Community Fund grant and advises them of the Council resolution.

**CARRIED**

*The time being 7:41pm Cr Zeppel re-entered the meeting.*

14.3.7 Community Fund Application – High Spirits Harmony

**CNC232/22-23**

**Moved:** Cr Williams

**Seconded:** Cr Vanstone

That Council defer item 14.3.7 Community Fund Application – High Spirits Harmony to April 2023 Council Meeting pending further information regarding the applicants residential status.

**CARRIED UNANIMOUSLY**

14.4 Subsidiaries

14.4.1 ERA Water Budget Review Two 2022-23

**CNC233/22-23**

**Moved:** Cr Vanstone

**Seconded:** Cr Kaur

1. That Council approves the ERA Water Budget Review Two Report for the 2022-23 financial year as detailed in Attachment B to this report.
2. That Administration writes to ERA Water advising of Council's decision.

**CARRIED UNANIMOUSLY**

14.4.2 Appointment of Member to ERA Water Audit Committee

**CNC234/22-23**

**Moved:** Cr Vanstone

**Seconded:** Cr Zeppel

That Council endorses the appointment of City of Burnside's Councillor Harvey Jones as a member of the ERA Water Audit Committee for a two year period, effective from the date of unanimous approval of the constituent Councils.

**CARRIED UNANIMOUSLY**

**15. IDENTIFICATION OF ITEMS FOR INDIVIDUAL CONSIDERATION**

**CNC235/22-23**

**Moved:** Cr Rypp

**Seconded:** Cr Vanstone

That items 16.3.3, 16.3.4, 16.3.5, 16.4.2 and 16.4.3 be moved as per their recommendations.

**CARRIED UNANIMOUSLY**

**16. REPORTS REQUIRING DISCUSSION AND / OR PRESENTED FOR INFORMATION**

16.1 Strategy

Nil.

16.2 Policy

Nil.

16.3 Operational

16.3.1 Monthly Works Report February 2023

**CNC236/22-23**

**Moved:** Cr Vanstone

**Seconded:** Cr Zeppel

That Council receives and notes the Works Report for February 2023.

**CARRIED**

16.3.2 Monthly Financial Report February 2023

**CNC237/22-23**

**Moved:** Cr Trotter  
**Seconded:** Cr Kaur

That Council receives and notes the Monthly Financial Report as at 28 February 2023.

**CARRIED UNANIMOUSLY**

16.3.3 Decisions of Council Assessment Panel 14 March 2023

**CNC238/22-23**

**Moved:** Cr Rypp  
**Seconded:** Cr Vanstone

That Council notes that the Council Assessment Panel did not meet on Tuesday 14 March 2023 as no items were raised for consideration by Council Administration.

**CARRIED UNANIMOUSLY**

16.3.4 Audit Committee Special Meeting Minutes 22 February 2023

**CNC239/22-23**

**Moved:** Cr Rypp  
**Seconded:** Cr Vanstone

That Council receives and notes the minutes of the Special Audit Committee meeting convened on 22 February 2023.

**CARRIED UNANIMOUSLY**

16.3.5 South Australia's Road Safety Action Plan 2023-25

**CNC240/22-23**

**Moved:** Cr Rypp  
**Seconded:** Cr Vanstone

That Council receives and notes the South Australia's Road Safety Action Plan 2023-25 from the South Australian Government.

**CARRIED UNANIMOUSLY**

## 16.4 Subsidiaries

### 16.4.1 ERA Water Special Board Meeting Minutes 22 February 2023

#### **CNC241/22-23**

**Moved:** Cr Vanstone  
**Seconded:** Cr Trotter

That Council receives and notes the ERA Water Minutes from the Special Board Meeting convened on 22 February 2023.

**CARRIED UNANIMOUSLY**

### 16.4.2 Eastern Health Authority Board Minutes 22 February 2023

#### **CNC242/22-23**

**Moved:** Cr Rypp  
**Seconded:** Cr Vanstone

That Council receives and notes the Eastern Health Authority Board Minutes for the meeting convened on 22 February 2023.

**CARRIED UNANIMOUSLY**

### 16.4.3 East Waste Board Meeting Minutes 23 February 2023

#### **CNC243/22-23**

**Moved:** Cr Rypp  
**Seconded:** Cr Vanstone

That Council receives and notes the East Waste Board Minutes for the meeting convened on 23 February 2023.

**CARRIED UNANIMOUSLY**

## 16.5 Outstanding Council Resolutions and Actions

#### **CNC244/22-23**

**Moved:** Cr Trotter  
**Seconded:** Cr Allanson

That Council receives and notes the list of Council resolutions currently being processed as at 16 March 2023.

**CARRIED**

## 17 CORRESPONDENCE

Nil.

## 18 URGENT OTHER BUSINESS

### 18.1 Cr Williams Question

#### Question:

Weekly Round Up – link regarding grant funding for cricket pitches. Could the grant funding be applied to cricket nets also?

#### Administration Response:

SACA grant is for community groups. Happy to have discussions with the Walkerville Cricket Club.

*Cr Williams requested that Administration write to the Walkerville Cricket Club and the Sports Club to advise of the grant funding opportunity.*

*Majority Supported.*

## 19 CONFIDENTIAL ITEMS

### 19.1 Discretionary Rates Rebate Application (ECH Inc.) 2022-23

#### **CNC245/22-23**

**Moved:** Cr Vanstone

**Seconded:** Cr Zeppel

#### **Resolution (Public)**

#### Pursuant to s90(3)(a)

Pursuant to Section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except the Acting Chief Executive Officer Scott Reardon, Group Manager Asset & Infrastructure James Kelly, Group Manager Corporate Services Vikki Purtle, Group Manager Public Relations & Community Services Sarah Spencer, and Council Secretariat Danielle Edwards, be excluded from attendance at the meeting for Agenda Item 19.1 'Discretionary Rates Rebate Application (ECH Inc.) 2022-23'.

The Council is satisfied that, pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

**CARRIED**

*The time being 8:08pm the meeting moved into confidence.*

**CNC246/22-23**

**Moved:** Cr Allanson

**Seconded:** Cr Vanstone

**Resolution (Confidential)**

That Council accepts the request for a 10% discretionary rates rebate application for ECH Inc., for a total rebate amount of 10% equating to \$2,622.39 for the financial year 2022-23, in line with section 166 of the *Local Government Act 1999* and Council's Rating Policy.

**CARRIED UNANIMOUSLY**

**CNC247/22-23**

**Moved:** Cr Nenke

**Seconded:** Cr Rypp

**Resolution (Public)**

Pursuant to s.91(7)

That having considered Agenda Item 'Discretionary Rates Rebate Application (ECH Inc.) 2022-23' in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of that Act orders that the report and attachments relevant to this Agenda Item be retained in confidence until the matter is resolved, excepting that the Council authorises the release of the Council resolution to those parties identified in the substantive resolution relating to this Agenda Item to enable enactment of the resolution and that pursuant to Section 91(9)(c) of the *Local Government Act 1999* the Council delegates to the Chief Executive Officer the review and power to revoke this Order;

and

That Council resolves to end its confidential deliberations pursuant to Section 90(2) of the *Local Government Act 1999* and re-admit the public.

**CARRIED**

*The time being 8:09pm the meeting moved out of confidence.*

19.2 Discretionary Rates Rebate Application (Jones) 2022-23

**CNC248/22-23**

**Moved:** Cr Rypp  
**Seconded:** Cr Trotter

**Resolution (Public)**

Pursuant to s90(3)(b)

Pursuant to Section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except the Acting Chief Executive Officer Scott Reardon, Group Manager Asset & Infrastructure James Kelly, Group Manager Corporate Services Vikki Purtle, Group Manager Public Relations & Community Services Sarah Spencer and Council Secretariat Danielle Edwards, be excluded from attendance at the meeting for Agenda Item 19.2 'Discretionary Rates Rebate Application (Jones) 2022-23.'

The Council is satisfied that, pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

**CARRIED**

*The time being 8:10pm the meeting moved into confidence.*

**CNC249/22-23**

**Moved:** Cr Rypp  
**Seconded:** Cr Williams

**Resolution (Confidential)**

That Council accepts Mr Shane Jones' request for a discretionary rates rebate of \$1,293.00 for the 2022-23 financial year.

**CARRIED**



**CNC250/22-23**

**Moved:** Cr Trotter

**Seconded:** Cr Rypp

**Resolution (Public)**

Pursuant to s.91(7)

That having considered Agenda Item 19.2 'Discretionary Rates Rebate Application (Jones) 2022-23' in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of that Act orders that the report and attachments relevant to this Agenda Item be retained in confidence until the matter is resolved, excepting that the Council authorises the release of the Council resolution to those parties identified in the substantive resolution relating to this Agenda Item to enable enactment of the resolution and that pursuant to Section 91(9)(c) of the *Local Government Act 1999* the Council delegates to the Chief Executive Officer the review and power to revoke this Order;

and

That Council resolves to end its confidential deliberations pursuant to Section 90(2) of the *Local Government Act 1999* and re-admit the public.

**CARRIED**

*The time being 8:20pm the meeting moved out of confidence.*

19.3 Appointment of Independent Audit Committee Member

**CNC251/22-23**

**Moved:** Cr Zeppel

**Seconded:** Cr Rypp

**Resolution (Public)**

Pursuant to section 90(3)(a).

Pursuant to Section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except the Acting Chief Executive Officer Scott Reardon, Group Manager Asset & Infrastructure James Kelly, Group Manager Corporate Services Vikki Purtle, Group Manager Public Relations & Community Services Sarah Spencer, and Council Secretariat Danielle Edwards, be excluded from attendance at the meeting for Agenda Item 19.3 'Appointment of Independent Audit Committee Member'.

The Council is satisfied that, pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

**CARRIED**

*The time being 8:20pm the meeting moved into confidence.*

**CNC252/22-23**

**Moved:** Cr Trotter  
**Seconded:** Cr Rypp

**Resolution (Confidential)**

That Council appoint applicant Michele Bennetts as an Independent Member of the Town of Walkerville Audit Committee for a term of 21 months commencing 9:00am 1 April 2023 and concluding 9:00am 31 December 2024.

**CARRIED UNANIMOUSLY**

**CNC253/22-23**

**Moved:** Cr Rypp  
**Seconded:** Cr Trotter

**Resolution (Public)**

Pursuant to s.91(7)

That having considered Agenda Item 19.3 'Appointment of Independent Audit Committee Member' in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of that Act orders that the report and attachments relevant to this Agenda Item be retained in confidence until the matter is resolved, excepting that the Council authorises the release of the Council resolution to those parties identified in the substantive resolution relating to this Agenda Item to enable enactment of the resolution and that pursuant to Section 91(9)(c) of the *Local Government Act 1999* the Council delegates to the Chief Executive Officer the review and power to revoke this Order;

and

That Council resolves to end its confidential deliberations pursuant to Section 90(2) of the *Local Government Act 1999* and re-admit the public.

**CARRIED**

*The time being 8:22pm the meeting moved out of confidence.*

**20 CLOSURE**

*The Presiding Member declared the meeting closed at 8:22pm.*