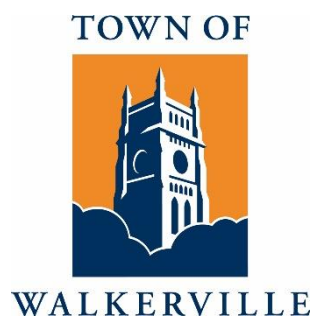




MINUTES

of

COUNCIL MEETING

pursuant to the provisions of Section 91 of the
Local Government Act 1999

held at

**WALKERVILLE COUNCIL CIVIC CENTRE
COUNCIL CHAMBERS
66 WALKERVILLE TERRACE GILBERTON**

on

TUESDAY 22 APRIL 2025 AT 7.00PM

MINUTES
22 APRIL 2025

The Presiding Member declared the meeting open at 7.00pm.

1. OPENING, WELCOME AND 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.

2. ATTENDANCE RECORD

2.1 Present

Mayor Melissa Jones
Cr Steven Rypp
Cr James Williams
Cr John Zeppel
Cr Liz Trotter
Cr James Nenke

Staff in Attendance

Chief Executive Officer, Dr Andrew Johnson
Group Manager Public Relations, Sarah Spencer
Group Manager Finance, Muhammad Jawad
Strategic Projects Coordinator, Ross Oates
Governance Officer, Yazmin King

2.2 Apologies

Nil.

2.3 Leave of Absence

Deputy Mayor Allanson is on a leave of absence from 18 April 2025 to 26 2025, inclusive (CNC044/03/25).

Cr Kaur is on a leave of absence from 13 April 2025 to 25 April 2025, inclusive (CNC046/03/25).

Cr Vanstone is on a leave of absence from 18 April 2025 to 19 May 2025, inclusive (CNC045/03/25).

Cr Trotter is on a leave of absence from 25 July 2025 to 8 August 2025, inclusive (CNC062/03/25).

Mayor Jones Leave of Absence

CNC070/04/25

Moved: Cr Zeppel

Seconded: Cr Rypp

That Council approves Mayor Jones request for leave of absence from 15 May 2025 to 23 May 2025, inclusive.

CARRIED

Cr Nenke entered the chamber at 7.01pm.

3. CONFIRMATION OF MINUTES

3.1 Ordinary Council meeting held on 17 March 2025

CNC071/04/25

Moved: Cr Williams

Seconded: Cr Trotter

That the minutes of the **Ordinary Council** meeting held on 17 March 2025 be confirmed as a true and accurate record of the proceedings.

CARRIED

3.2 Highbury Landfill Authority Board meeting held 27 February 2025

CNC072/04/25

Moved: Cr Rypp

Seconded: Cr Zeppel

That the minutes of the **Highbury Landfill Authority Board** meeting held on 27 February 2025 be received and noted.

CARRIED

3.3 Highbury Landfill Authority Audit Committee meeting held 27 February 2025

CNC073/04/25

Moved: Cr Zeppel

Seconded: Cr Nenke

That the minutes of the **Highbury Landfill Authority Audit Committee** meeting held on 27 February 2025 be received and noted.

CARRIED

4. DECLARATIONS OF INTEREST BY COUNCIL MEMBERS

Nil.

5. BUSINESS ADJOURNED

Nil.

6. DEPUTATIONS

Nil.

7. PETITIONS

Nil.

8. MAYORS DIARY

8.1 Mayors Diary Report – April 2025

CNC074/04/25

Moved: Cr Zeppel

Seconded: Cr Rypp

That Council receives the Mayoral Diary from 11 March 2025 to 14 April 2025 and notes that on 21 March, Cr Zeppel did not attend the Harmony Week Citizenship Ceremony and on 30 March Cr Zeppel was in attendance for the second service of St Andrew's Church HOPE25 Service.

CARRIED

9. COUNCIL MEMBER UPDATES

Nil.

10. QUESTIONS FROM THE GALLERY

Nil.

11. QUESTIONS WITHOUT NOTICE

Nil.

12. QUESTIONS WITH NOTICE

Nil.

13. MOTIONS WITHOUT NOTICE

Nil.

14. MOTIONS WITH NOTICE

Nil.

15. DECISION REPORTS

15.1 Council Resolution Register

CNC075/04/25

Moved: Cr Trotter

Seconded: Cr Rypp

That Council receives and notes the Council Resolution Register dated 14 April 2025, as a true and correct record, and confirms that it is satisfied that decisions marked as 'complete' have been fully enacted to the satisfaction of Council.

CARRIED

15.2 Policies Review

CNC076/04/25

Moved: Cr Nenke

Seconded: Cr Trotter

1. That Council adopts –

- a. the new Accounting for Assets Policy, as provided at Attachment A to this report, be adopted with the following amendment:
 - i. At Item 4.3.3 change the frequency of condition assessments to at least once every four years.

- b. the new Bank and Investment Accounts Operations Policy, as provided at Attachment B to this report, be adopted.
 - c. the new Debt Collection Policy, as provided at Attachment C to this report, be adopted.
 - d. the revised Disposal of Land & Other Assets Policy, as provided at Attachment E to this report, be adopted.
 - e. the revised Financial Internal Controls Policy, as provided at Attachment G to this report, be adopted.
2. That Council authorises Administration to make changes to the policies attached with this report of a minor technical or formatting nature.

CARRIED

15.3 Representation Review – Discussion Paper

CNC077/04/25

Moved: Cr Williams

Seconded: Cr Rypp

1. The Discussion Paper pertaining to the Representation Review (dated February 2025) be received and noted.
2. Council, having considered the Discussion Paper, determines the preferred (in principle) option in respect to its future composition and structure to be as follows:
 - a. The Council area is not divided into wards (i.e. the existing “no ward” structure be retained).
 - b. Council be comprised of an Elected Mayor, as per Section 51 of the Local Government Act 1999, and eight area councillors, all of whom shall be elected by the community to represent the whole of the Council area.
3. A draft “Representation Report” be prepared presenting Council’s preferred future elector representation arrangement.
4. The draft “Representation Report” be presented to Council, for consideration and endorsement, prior to the initiation of the public consultation process.

CARRIED

15.4 LGA Strategic Plan 2025-2029

CNC078/04/25

Moved: Cr Zeppel

Seconded: Cr Trotter

That Council Staff be requested to provide feedback as outlined in this report to the LGA on its Draft Strategic Plan.

CARRIED

15.5 2024/25 Third Quarter Budget Review

CNC079/04/25

Moved: Cr Trotter

Seconded: Cr Zeppel

That Council adopts the 2024/25 Third Quarter Budget Review adjustments presented within this report, in accordance with Regulation 9 of the Local Government (Financial Management) Regulations 2011.

CARRIED

15.6 Dogs and Cats Online Fees

CNC080/04/25

Moved: Cr Trotter

Seconded: Cr Rypp

That Council adopts the recommended fee and charges schedule, as included in Attachment A to the report.

CARRIED

15.7 Audit & Risk Committee Activities Report

CNC081/04/25

Moved: Cr Zeppel

Seconded: Cr Rypp

That Council:

1. Receive and note the Audit & Risk Committee Activities Report.

2. Receive and note the Audit & Risk Committee Terms of Reference Tracker as at 7 April 2025, and as provided at Attachment A to this report.
3. Receive and note the minutes of the Audit & Risk Committee Meeting held on 7 April 2025, and as provided at Attachment B to this report.

CARRIED

15.8 Parking Permit Policy – for consultation

CNC082/04/25

Moved: Cr Rypp

Seconded: Cr Trotter

That Council:

1. Approve the release of the draft Parking Permit Policy, appearing as Attachment B to this report, for public consultation for a period of 21 days, after which time the revised Policy is to be presented to Council for consideration.
2. Conduct a review of current parking restrictions within the Township and at the next Ordinary Council Meeting Administration present a process and timeframes for the implementation of the review.
3. Review the Parking Permit Policy within 12 months of adoption, following the parking restriction review to be undertaken by Council administration.

CARRIED

16. INFORMATION REPORTS

16.1 2024/25 Annual Community Plan – March Quarter Progress Report

CNC083/04/25

Moved: Cr Rypp

Seconded: Cr Zeppel

That Council receives and notes the 2024/25 Annual Community Plan – March Quarter Progress Report.

CARRIED

16.2 Monthly Financial Report – March 2025

CNC084/04/25

Moved: Cr Trotter

Seconded: Cr Williams

1. That Council receives and notes the Monthly Financial Report as of 31 March 2025.
2. That Council receives and notes transactions made using the CEO's credit card for the quarter ending 31 March 2025.

CARRIED

16.3 Monthly Works Report – March 2025

CNC085/04/25

Moved: Cr Williams

Seconded: Cr Trotter

That Council note and receive the Monthly Works Report for March 2025.

CARRIED

17. CONFIDENTIAL REPORTS

17.1 2025 Volunteer Awards

CNC086/04/25

Moved: Cr Trotter

Seconded: Cr Rypp

Pursuant to section 90(2) and 90(3)(a)

Pursuant to section 90(2) of the Local Government Act 1999 (the Act), the Council orders that all members of the public, except the Chief Executive Officer, Dr Andrew Johnson; Group Manager Finance, Muhammad Jawad; Group Manager Public Relations, Sarah Spencer; Strategic Projects Coordinator, Ross Oates and Governance Officer, Yazmin King, be excluded from attendance at the meeting for Agenda Item 17.1 2025 Volunteer Awards.

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

The Council is satisfied the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

CARRIED

The time being 7.25pm the meeting moved into confidence.

The Presiding Member, with consent of two-thirds of members present suspended the meeting procedures pursuant to Regulation 20(1) of the Local Government (Procedures at Meetings) Regulations 2013 to allow informal discussion on item 17.1 2025 Volunteer Awards.

Formal meeting procedures were suspended at 7.25pm.

Formal meeting procedures resumed at 7.30pm

CNC087/04/25

Moved: Cr Trotter

Seconded: Cr Williams

1. That Council receives and notes the '2025 Volunteer Awards' report.
2. That Council, having considered the nominations received for the 2025 Volunteer Awards, selects the following recipients:
 - a. Volunteer of the Year: Robyn Colwell
 - b. Young Volunteer of the Year: Ellee Eleftheriadis
 - c. Community Event of the Year: Shaping Community Through Service: St Andrew's School Inaugural 'Colour Run' – St Andrew's School Parents' Association
 - d. Mayor's Choice: Carmen Walker-Galpin

CARRIED

CNC088/04/25

Moved: Cr Zeppel

Seconded: Cr Williams

Pursuant to section 91(7)

That having considered Agenda Item 17.1 – 2025 Volunteer Awards in confidence under section 90(2) and 90(3)(a) of the Act, the Council, pursuant to section 91(7) of that Act, orders that the report, and all attachments to this Agenda Item be retained in confidence for a period of two years and that the minutes be released following the 2025 Volunteer Awards. Pursuant to section 91(9)(c) of the Act, the Council delegates to the Chief Executive Officer the review and power to revoke this Order.

CARRIED

The time being 7.33pm the meeting moved out of confidence.

17.2 Major Projects Status Updates

CNC089/04/25

Moved: Cr Zeppel

Seconded: Cr Rypp

Pursuant to section 90(2) and 90(3)(d)

Pursuant to section 90(2) of the Local Government Act 1999 (the Act), the Council orders that all members of the public, except the Chief Executive Officer, Dr Andrew Johnson; Group Manager Finance, Muhammad Jawad; Group Manager Public Relations, Sarah Spencer; Strategic Projects Coordinator, Ross Oates and Governance Officer, Yazmin King, be excluded from attendance at the meeting for Agenda Item 17.2 Major Projects Status Update.

The Council is satisfied that pursuant to sections 90(3)(d) of the Act, the information to be received, discussed and considered in confidence as the information in relation to this agenda item includes information of a confidential nature (not being a trade secret) the disclosure of which -

- (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
- (ii) would, on balance, be contrary to the public interest.

Accordingly, on this basis, the Council is satisfied that the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

The time being 7.33pm the meeting moved into confidence.

The Presiding Member, with consent of two-thirds of members present suspended the meeting procedures pursuant to Regulation 20(1) of the Local Government (Procedures at Meetings) Regulations 2013 to allow informal discussion on item 17.2 Major Projects Status Update.

Formal meeting procedures were suspended at 7.37pm.

Formal meeting procedures resumed at 8.21pm

CNC090/04/25

Moved: Cr Rypp

Seconded: Cr Trotter

1. That Council receives and notes the 39 Smith Street Recreation Centre Progress Report as provided in Attachment A.
2. That Council receives and notes the Walkerville Bowling & Community Club Progress Report as provided in Attachment B.
3. That Council receives and notes the Walkerville Oval Open Space Progress Report as provided in Attachment C.
4. That all future scope variations are presented to Council for approval for all Major Projects.
5. That all approved and unapproved scope variations are presented to Council for all Major Projects. That Council receive an understanding as to whether or not these variations differ from our SAFA approved grant conditions.

CARRIED

CNC091/04/25

Moved: Cr Zeppel

Seconded: Cr Rypp

Pursuant to section 91(7)

That having considered Agenda Item 17.2 Major Projects Status Update in confidence under section 90(2) & 90(3)(d) of the Act, the Council, pursuant to section 91(7) of the Local Government Act 1999, orders that the attachments to this Agenda Item be retained in confidence for a period of five (5) years 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.

CARRIED

The time being 8.22pm the meeting moved out of confidence.

18. CLOSURE

The Presiding Member declared the meeting closed at 8.22pm.