

**Kristy Noakes**

**PRESIDENT**

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**EXECUTIVE COMMITTEE**

**NAIN**:-

Phil Herrmann – Yorke Peninsula Council (Treasurer)

Rocky Warren - Mid Murray Council (Vice President)

Jamie Turley – Barossa Council

**CAIN**:-

Kristy Noakes – City of Charles Sturt Council (President)

Emma Watkins – Adelaide City Council

Jasmine Kappler – West Torrens City Council

**SAPN**:-

Tania Goode - Mount Barker District Council (Secretary)

Simon Horstmann – Adelaide Hills Council

Tony Austin – Rural City of Murray Bridge

**12th January 2023**

**1100hrs**

**Zoom**

**Tania Goode**

**SECRETARY**

[tgoode@mountbarker.sa.gov.au](mailto:tgoode@mountbarker.sa.gov.au)

**WCIN**:-

Jenny Ireland – Consultant

**SECN:-**

Tim Wilson – Wattle Range Council

**INDEPENDENT**:-

Cimon Burke – Kelledy Jones Lawyers

Paul Kelly – Norman Waterhouse Lawyers

Dale Mazzachi – Norman Waterhouse Lawyers

Troy Martin – City of Port Adelaide Enfield

Inger Cassidy – City of Prospect

Stephanie Paprzycki- Baker – Adelaide City Council

**AGENDA/ OUTCOMES**

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| Item | Agenda Item | Strategic  Plan | Decision / Summary | Action |
| 1 | **COMMENCED**  Time meeting commenced |  | 1105hrs – Zoom Meeting |  |
| 2 | **GUESTS**  Welcome to Guests |  | Nil |  |
| 3 | **APOLOGIES**  Are there any Apologies? |  | Phil Herrmann  Rocky Warren  Jamie Turley  Tony Austin  Jenny Ireland  Cimon Burke  Inger Cassidy |  |
| 4 | **MINUTES**  Are there any alterations to the meeting held 10th November 2022? |  | No |  |
| 5 | **CONFIRM MINUTES**  Can I have a member move the above-mentioned minutes are read and confirmed? |  | *Tania moved that the minutes be taken as read and accurate*  *Seconded Troy*  *CARRIED* |  |
| 6 | **TREASURER’S REPORT** |  | Phil emailed report to committee members yesterday. Phil being an apology. | **ACTION – TANIA**  **To check with Phil in regards to awards money**  **ACTION - KRISTY**  **Chase up barking presenters invoice** |
| 7 | **CONFIRM TREASURES REPORT**  Can I have a member move the treasurer’s report be accepted as a true and accurate record? |  | *Jasmine moved the treasurers report be taken as read and accurate*  *Seconded Emma*  *CARRIED* |  |
| 8 | **TRAINING – DATES AND LOCATIONS**  **Barking Dog Workshop**  Set date and location for another session in March/April  **PRIME Workshops**  Workshop dates  April 4th and 5th - Room Booking Required  **Court Workshop**  March 16th and 17th  May 4th and 5th  **Exhibit Management Workshop** (Room Booking Required for dates below)  December 16th  April 27th  June 22nd |  | Network session and launch of Framework on training list | **ACTION – TROY**  **To follow up with Ian and confirm dates for training**  **ACTION – STEPH**  **To look into a policy on costings per head for training – catering etc.** |
| 9 | **SAPOL EXPECTATIONS**  Kristy sent a letter troy to follow up with MOU with SAPOL  Will evaluate a similar approach to SA Housing Trust after the LGA’s response | **3.1.3** | To move forward with SAPOL need statutory powers to remove property. SAPOL have these powers and can delegate to us. Decided to look at this some more at a later stage. | **KEEP ON AGENDA**  **Needs further consideration** |
| 10 | **FINES ENFORCEMENT**  New handbook has been development and rolled out to Councils along with a Memorandum of Administrative Agreement | **3.1.3** | Handbook is in place and available to councils | **ACTION \_ TANIA**  To invite them to present at the conference |
| 11 | **CONSTITUTION**  12 Aug 22 Discussion regarding concerns with making changes at this time | **3.2.2** | Ongoing but on hold at the moment –  Discussion on the breakdown of the network groups. | **KEEP ON AGENDA**  **Needs further consideration** |
| 13 | **DELEGATION OF DUTIES**  What duties / positions are we wanting to fill this year?  **TRAINING**  **Working Group - Jenny – Lead**  Jasmine Kappler – Cimon Burke  Kristy Noakes – Dale Mazzachi  Troy Martin  **OFFICER STANDARDS**  Working Group – Rocky - Lead  Paul Kelly – Emma Watkins – Dale Mazzachi - Tony Austin.  **CONFERENCE**  **Working Group - Tony Austin – Lead**  Paul Kelly - Jamie Turley – Jenny Ireland  Jasmine Kappler - Tania Goode |  | Decided to look at more specific tasks and allocate them as a position rather than a group.  To discuss further for allocation and next meeting – put some names forward but they are to be agreed on  Web site – Troy?  Training – Event Bookings – Troy?  Social Media Posts – Jasmine?  Confirming of training venues and catering - ?  Conference Organiser - Tony  Trade Space Organiser - Jenny  Goodie bags – conference - ?  Conference check list – Tania | **ACTION – JENNY and SIMON**  **Put together a list of suppliers**  **Note books etc**  **ACTION STEPH & TROY**  **Find a contact for purchasing note books etc and look at having these contacts on our webpage**  **Ask phil about the covers – look at having some printed for Conference with new APA logo.** |
| 14 | **TRAINING - STILL TO ORGANISE**   * 2 x Lawyers sessions – 2 hours, Face to Face (LN – overview of various sections of the Act) $50 per head (members and non-members) * 1 x Barking Workshop with Petra. * 1 x Cat session with AWL or Other? * 2 x Sessions with Tracy (half day workshop early 2023) * 3 x Dangerous Dog with Steve Austin * 1 x APA Meeting at a regional location * AGM – 22 June including Lawyers training session | **2.1.4** | **ACTION – PAUL**  **To discuss with Cimon a about 4 training sessions – two each . One each metro and one at South East and another North.**  **ACTION – TANIA & KRISTY**  **To arrange a board meeting at one of the country training venues – most likely Mount Gambier**  **ACTION - TROY**  **To send survey results to Lawyers for topic considerations** | **ROCKY -** email Tracy and cc Tony in regard to arranging dates for two sessions  **INGER** – work with Paul and Cimon to arrange dates for lawyers sessions  **JASMINE –** would the dangerous dog training be supported by the Dog and Cat Management Board  **TROY** – check availability of Lightsview Sporting Centre for AGM |
| 15 | **OFFICER STANDARDS**  Update of action from Kristy – Review of Framework | **1.1** | **ACTION – PAUL**  **Organising a meeting with the DCMB and the LGA to discuss standards of the DCMB training**  **Officers Framework has been open for consultation – no feedback.** | **KRISTY** to check grant funding agreement to ensure we are still complying with our requirements in terms of timeframe.  **All** – feedback on the draft framework due to Kristy in 2 weeks  **PAUL, KRISTY AND TROY** – contact LGA and LG Professionals to arrange a meeting to discuss assistance with feasibility study and training as recommended by the framework |
| 16 | **MEETINGS**  Include into training roster - APA Meetings for the term – every three weeks alternating Zoom  Quarterly Meetings with the DCMB   * Meeting will provide a forum to discuss mutually invested projects and information that will benefit both our organisations. * Confirm who would like to attend these meetings to represent the APA * 2nd Thursday of the month at 10am in August, November, February, May |  | Update from Kristy on meeting with DCMB |  |
| 17 | **CONFERENCE** | **2.1.4** | To come up with some speaker ideas for nest meting | **ROCKY –** book in Robert Taylor for the welcome to country  **TONY** – discuss opportunities with Julie Bellamy from AWL  **JASMINE** – put together a proposal for conference sponsorship rules  **TONY** – possible keynote speakers – Matt McGuire, Kurt Fernly or Steve Austin  **STEPH/INGER** – organise presentations focussing on homeless services |
| 18 | **MEMBERSHIP FEES** |  | Discussion on new methodology to charge membership fees – by Council instead of per person. |  |
| 19 | **DCMB UPDATE AND DCM ACT PREPARATION**  Anything to report on – Rocky? | **2.1.2** |  |  |
| 20 | **ANY CORRESPONDENCE?**  **PRIME**  **Update on the Exhibit Training** | **3.1.3** | Resignation from Rocky Warren  Considered resignation from Jenny Ireland, will stay on this year and take on the Trade Space for the conference |  |
| 21 | **SUMMER SCHOOL**  Opportunity to promote the Summer School with Dr Susan Hazel or consider a scholarship in the future. |  |  |  |
| 22 | **APA ADMIN OFFICER** |  | Discussion concerning the need to engage a person part time to undertake administrative tasks on behalf of the APA. |  |
| 23 | **ROUND TABLE DISCUSSION** | **9.3** | Kelly Hanniford expressed an interest to join the APA – accepted | **ACTION \_ KRISTY**  **To email a welcome aboard to Kelly** |
| 24 | **NEXT MEETING**  Date, time and venue  **Meeting Closed** |  | 2nd February 2023 at 1100hrs – Norman Waterhouse Lawyers  Lunch at the Gilbert Hotel.  Rocky to present at the meeting and lunch to present a $200 voucher from the APA on his resignation  Finished 1228hrs |  |