

**Kristy Noakes**

**PRESIDENT**

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**EXECUTIVE COMMITTEE**

**NAIN**:-

Phil Herrmann – Yorke Peninsula Council (Treasurer)

Jamie Turley – Barossa Council

**CAIN**:-

Kristy Noakes – City of Charles Sturt Council (President)

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**SAPN**:-

Tania Goode - Mount Barker District Council (Secretary)

Simon Horstmann – Adelaide Hills Council

Tony Austin – Rural City of Murray Bridge (Vice President)

**Thursday 2nd March 2023**

**TEAMS MEETING**

**1300hrs**

**Tania Goode**

**SECRETARY**

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 (Communications Officer)

Stephanie Paprzycki- Baker – Adelaide City Council

Kelly Hanniford – City of Holdfast Bay Council

**AGENDA/ OUTCOMES**

|  |  |  |  |  |
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| Item | Agenda Item  | StrategicPlan | Decision / Summary | Action  |
| 1 | **COMMENCED** Time meeting commenced |  |  1315hrs  |  |
| 2 | **GUESTS**Welcome to Guests |  |  Nil |  |
| 3 | **APOLOGIES** Are there any Apologies? |  | Jamie Turley Cimon BurkeEmma Watkins Dale MazzachiJenny Ireland Kelly Hanniford  |  |
| 4 | **MINUTES**Are there any alterations to the meeting held 12th “January 2023? |  |  No |  |
| 5 | **CONFIRM MINUTES**Can I have a member move the above-mentioned minutes are read and confirmed? |  | *Tania moved the minutes be taken as read and correct**Seconded Paul CARRIED*   |  |
| 6 | **TREASURER’S REPORT**ACTION – PHILTo advise what funds are allocated to awardsACTION - KRISTY Chase up barking presenters invoice |  | Phil discussed Report that was emailed to committee yesterday.Approx $12000 funds allocated to awards – still to be paid out.Barking presenters invoice has been received and paid  |  |
| 7 | **CONFIRM TREASURES REPORT**Can I have a member move the treasurer’s report be accepted as a true and accurate record? |  | *Phil moved the report be taken as read and correct**Seconded Troy CARRIED*  |  |
| 9 | **SAPOL EXPECTATIONS**Kristy sent a letter troy to follow up with MOU with SAPOLWill 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**  |
| 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** Web site – Troy?Training – Event Bookings – Troy?Social Media Posts – Jasmine?Confirming of training venues and catering - ?Conference Organiser - TonyTrade Space Organiser - JennyGoodie bags – conference - ?Conference check list – TaniaAny others? ACTION – JENNY and SIMONPut together a list of suppliers Note books etcACTION STEPH & TROYSteph has a contact to pass on To ask Phil about the covers – look at having some printed for Conference with new APA logo. |  | Paul has been looking into an assistant administrator to work one day a week with 3 weeks off a year. 8 hours at $35 an hour – for 48 days = $8160.Will be an independent contractorWill be an assistant to the Treasurer, Secretary, coordinate the Conference.Could include following up on memberships and increasing our membership – increase revenue. Will defer delegation of duties until the assistant is finalised Steph has located a supplier – will look into the ability to bulk purchase and put leave them at the printers for councils to access.50 books = $15 book100 books = $11 book200 books = $9 book Look at having a caution and the phonetic alphabet etc. printed in them. Consider placing a booklet and cover in each of the goodie bags. | ACTIONPaul, Kristy and Troy will look into this further, with a goal to have them on board to organise this conference.ACTION Paul and Kristy will be meeting with Gale from the DCMB to discuss paying an element of the administrator’s salary. |
| 14 | **TRAINING - STILL TO ORGANISE** 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 & KRISTYTo arrange a board meeting at one of the country training venues – most likely Mount GambierACTION - TROYTo send survey results to Lawyers for topic considerationsACTION – 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 sessionsJASMINE – would the dangerous dog training be supported by the Dog and Cat Management BoardTROY – check availability of Lightsview Sporting Centre for AGM**ACTION – STEPH****To look into a policy on costings per head for training – catering etc.**  | **2.1.4** | * **Barking Dog Workshops with Petra**
* **PRIME Workshops**

*20 – 03 March – Onkaparinga Council* *19 People attending* * **Court Workshops**
* **Exhibit Management Workshops**
* **Framework Launch**

*20 April – Gallery Waymouth St – 2 – 5pm* *$20 non member - $3000 budget. Free to members* *Lawyers presentations – Break – Framework*  *presentation – Nibbles* * **2 x Lawyer Sessions**

 *2 hours, Face to Face (LN – overview of various sections* *of the Act) $50 per head (members and non-members)* * **Cat Session with AWL for other?**
* **2 x Sessions with Tracy (half day workshops)**
* **~~3 X Dangerous dog with Steve Austin~~**
* **APA meeting – Regional Location**

Paul looking into a possible location – Melrose? *Tania moved the APA pay for accommodation for committee members**Seconded Simon CARRIED** **AGM – 22 June including Lawyer Training Sessions**

AGM will be held at the Conference this year – Friday morning just before morning tea  | ACTION Tania to confirm with Steph if this was booked and going ahead.  |
| 15 | **OFFICER STANDARDS**ACTION – PAUL Organising a meeting with the DCMB and the LGA to discuss standards of the DCMB training | **1.1** | Kristy, Jasmine and Tania to attend this meeting at DCMB. March 21st 1pm to 5pm. Light lunch supplied at 12:30pm. To review their report  |  |
| 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
 |  |
| 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 – now that Rocky has left the APA should be asking a board member to attend – Rocky? | **2.1.2** | DACO should be up and running by mid April  |  |
| 20 | **ANY CORRESPONDENCE?** | **3.1.3** | Feedback requested from DCMB – Mandy re Video  |  |
| 21 | **SUMMER SCHOOL** Opportunity to promote the Summer School with Dr Susan Hazel or consider a scholarship in the future.  |  | Deferred  |  |
| 22 | **APA ADMIN OFFICER**Discussion concerning the need to engage a person part time to undertake administrative tasks on behalf of the APA. |  | Discussed No 13 – Delegation of duties  |  |
| 23 | **WILD APRICOT – WEB SITE** Advised of a 25% price increase |  | Troy is going to attempt to trim the member number – being those who are no longer financial in an attempt to bring the cost down. Will pay the increase but will be looking into finding a comparable Aust provider – possibly something the Administrator can look into. |  |
| 24 | **ROUND TABLE DISCUSSION**  |  **9.3** |  |  |
| 25 | **CONFERENCE – SPEAKERS**  |  | Encouraged to chase up speakers to fill in the blank spots  |  |
| 26 | **NEXT MEETING**Date, time and venue**Meeting Closed**  |  | 4th April 2023 @ 1000hrs Jasmine to host and sent inviteWill be teams link for those who cannot attend in person |  |