

**Kristy Noakes**

**PRESIDENT**

knoakes@charlessturt.sa.gov.au

**EXECUTIVE COMMITTEE**

**NAIN**:-

Phil Herrmann – Yorke Peninsula Council (Treasurer)

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

**2nd February 2023**

**1100hrs**

**Norman Waterhouse Lawyers**

**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

Stephanie Paprzycki- Baker – Adelaide City Council

Kelly Hanniford – City of Holdfast Bay Council

**AGENDA/ OUTCOMES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Item | Agenda Item  | StrategicPlan | Decision / Summary | Action  |
| 1 | **COMMENCED** Time meeting commenced |  |  1110hrs  |  |
| 2 | **GUESTS**Welcome to Guests |  |  Nil |  |
| 3 | **APOLOGIES** Are there any Apologies? |  | PhilJasmineIngerJamiePaulKelly |  |
| 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? |  | *Tim moved the minutes be taken as read and correct.**Seconded Tony CARRIED*  |  |
| 6 | **TREASURER’S REPORT**  |  | **ACTION – TANIA** **To check with Phil in regards to awards money****ACTION - KRISTY** **Chase up barking presenters invoice**  | **Phil is going to chase this up – has not had an opportunity at present****Barking on hold** |
| 7 | **CONFIRM TREASURES REPORT**Can I have a member move the treasurer’s report be accepted as a true and accurate record? |  | *Deferred*  |  |
| 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 |  | **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.**  | **Evidence training is posted for Onkanparinga Council. 2 & 3 March 2023****Steph sent through an email****Present the standards – 2 to 5pm with cocktail food and drinks package.****20th April 23. The Gallery – Waymouth St. Lawyers also presenting.** **Tony to motion to spend Maximum of $3000 plus GST with flexibility if numbers increase projected numbers. To launch frame work at the Gallery on Waymouth. No fee for members. $20 for non-members.** **Seconded Jenny CARRIED****Lawyers presentations****Break****Presentation framework****Nibbles**  |
| 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**  |
| 10 | **FINES ENFORCEMENT**New handbook has been development and rolled out to Councils along with a Memorandum of Administrative Agreement | **3.1.3** | **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** 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 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.** | **Steph has a contact she will pass on**  |
| 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****ACTION – 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 | These were all deferred  |
| 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** | Deferred |
| 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 | **Deferred**  |
| 17 | **CONFERENCE**  | **2.1.4** | **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 | Look at entrée at pre drinks and sit down dinner. Jenny motion to increase all conference tickers by $15 – other than trade space Seconded Tania CARRIED **TROY to look at the ticket variations**.  |
| 18 | **MEMBERSHIP FEES** |  | Discussion on new methodology to charge membership fees – by Council instead of per person. | **Deferred**  |
| 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** |  | **Deferred** |
| 20 | **ANY CORRESPONDENCE?** | **3.1.3** | LGA – Andrew Lamb re setting up a zoom session with Andrew regarding the Welfare Act Review | **Tania to liase in regards to setting up a Zoom meeting**  |
| 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. |  |  | **Deferred**  |
| 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**  |  | 1208hrs  | Tim to look at possibility of having the room at SAMOF on the 2nd March  |