

**Kristy Noakes**

**PRESIDENT**

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**EXECUTIVE COMMITTEE**

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Phil Herrmann – Yorke Peninsula Council (Treasurer)

Jamie Turley – Barossa Council

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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

**2nd February 2023**

**1100hrs**

**Norman Waterhouse Lawyers**

**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

Kelly Hanniford – City of Holdfast Bay Council

**AGENDA/ OUTCOMES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Item | Agenda Item | Strategic  Plan | Decision / Summary | Action |
| 1 | **COMMENCED**  Time meeting commenced |  | 1110hrs |  |
| 2 | **GUESTS**  Welcome to Guests |  | Nil |  |
| 3 | **APOLOGIES**  Are there any Apologies? |  | Phil  Jasmine  Inger  Jamie  Paul  Kelly |  |
| 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 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** | **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 - Tony  Trade Space Organiser - Jenny  Goodie bags – conference - ?  Conference check list – Tania  Any 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 |