

# CONFIDENTIAL

**ITEM 788**

**APPOINTMENT OF INDEPENDENT MEMBERS TO THE SECTION 41 COMMITTEE – UNLEY BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE**

MOVED Councillor Lapidge  
SECONDED Councillor Rabbitt

That:

1. The report be received.
2. Douglas Strain, Alison Snel, Houssam Abiad and Anne Young be offered Independent Member positions on the Unley Business and Economic Development Committee for the period 25 March 2017 until the end of the current term of Council, unless such an appointment is revoked by the Council.
3. Revised Terms of Reference be endorsed to reflect removal of Glen Osmond Road Precinct Association Inc.
4. The Unley Business and Economic Development Committee identify skills gaps on the committee and the Administration seek to fill the remaining Independent Member position with an individual who has the identified skills.

**CARRIED**

# CONFIDENTIAL

**REPORT TITLE:** APPOINTMENT OF INDEPENDENT MEMBERS TO THE UNLEY BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE

**ITEM NUMBER:** 788

**DATE OF MEETING:** 27 FEBRUARY 2017

**AUTHOR:** AKARRA KLINGBERG

**JOB TITLE:** COORDINATOR BUSINESS AND ECONOMIC DEVELOPMENT

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## EXECUTIVE SUMMARY

The purpose of this report is for Council to appoint 4 Independent Members to the Unley Business and Economic Development Committee, a Section 41 Committee, and revise the Terms of Reference to reflect the removal of Glen Osmond Road Precinct Association Incorporated.

The current Terms of Reference, endorsed on 12 December 2017 (Item704/16) enables the committee to be comprised of up to 5 Independent members and 5 Trader Representatives. The current Independent Member term will expire on 24 March 2017. Four (4) Expressions of Interest have been received for the 5 Independent Member positions which were called for earlier this month. If appointed, one position will remain vacant.

Once appointed, members will be inducted as per Council's normal Induction process for Independent Members.

The Glen Osmond Road Precinct Association Inc. moved a motion to wind up the association at a Special General Meeting on the 21 September 2016. This motion was successful by majority vote. As the Association has wound up, it is no longer possible to have a representative on UBED. Removing the Glen Osmond Road Precinct Association Inc. representative would bring the number of Trader Association Representatives to 4 and total members of UBED to 13.

## RECOMMENDATION

That:

1. The report be received.

2. Douglas Strain, Alison Snel, Houssam Abiad and Anne Young be offered Independent Member positions on the Unley Business and Economic Development Committee for the period 25 March 2017 until the end of the current term of Council, unless such an appointment is revoked by the Council.
  3. Revised Terms of Reference be endorsed to reflect removal of Glen Osmond Road Precinct Association Inc.
  4. The Unley Business and Economic Development Committee identify skills gaps on the committee and the Administration seek to fill the remaining Independent Member position with an individual who has the identified skills.
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## 1. RELEVANT CORE STRATEGIES/POLICIES

- 1.1 Section 41 of the Local Government Act 1999
- 1.2 Unley Business and Economic Development Committee Terms of Reference.

## 2. DISCUSSION

The current endorsed Terms of Reference for the Unley Business and Economic Development Committee (UBED) show that the Committee comprises of 14 members; 5 Independent Members, 5 trader representatives, 4 elected members and the Mayor *ex officio*.

The UBED Committee's objectives, as per the Terms of Reference, are to provide advice to Council on:

- Initiatives that support and improve economic viability
- Strategic management actions regarding mainstreets
- Collaborative promotional, marketing and event activities across the mainstreets
- Possible opportunities to influence the appropriate tenancy mix
- Activities that ensure on going participation and commitment from businesses, investors, property owners and the Council
- Raise the profile of and proactively promote the Mainstreet Associations
- Support and promote business, industry and tourism growth.

*Attachment 1*

The term of appointment for the current Independent Members on UBED expire 24 March 2017. An advertisement for expressions of interest for Independent Committee Members was placed in the Eastern Courier Messenger and on Council's website. Current Independent members were also contacted inviting them to put in an expression of interest. Applications closed on Friday 10 February 2017.

Four Expressions of Interest were received. The expressions of interest received display a broad cross section of complementary skills that support the objectives of UBED including; strategic planning, marketing, branding, communication, economic development, property development, business management, governance, business ownership, entrepreneurship, stakeholder engagement, PR and Media. The current Chair of UBED has been consulted and has considered the expressions of interest and supports that all four applicants be recommended to Council. No conflicts of interest have been identified.

To ensure the correct mix of skills on the Committee, it is suggested a skills gap analysis is undertaken and the Administration approach individuals with the identified skills to fill the remaining position.

A copy of the applicants' expression of interest was made available to all Elected Members.

The UBED Terms of Reference identify the 5 trader representatives for the committee:

*3.3 The five (5) Trader representatives must be a property owner, business owner or employee based on the respective Road and one member must each be from the:*

*3.3.1 Unley Road Association Inc.*

*3.3.2 Goodwood Central Traders and Services Association Inc.*

*3.3.3 King William Road Traders Association Inc.*

*3.3.4 Glen Osmond Road Precinct Association Inc.*

*3.3.5 Fullarton Road South Traders Association Inc.*

The Glen Osmond Road Precinct Association Inc. wound up by way of majority vote at a Special General Meeting on 21 September 2016. Due to this decision, as the association no longer exists, it is unable to have a representative on UBED.

It is recommended that the Term of Reference be amended to reflect this change:

- Remove section 3.3.5
- Revise section 3.1:
  - The Committee will comprise 13 members as follows and
  - (b) 4 trader representatives appointed by the Council

### **3. ANALYSIS OF OPTIONS**

Option 1 – Council recommends Douglas Strain, Alison Snel, Houssam Abiad and Anne Young be offered Independent Member positions on the Unley Business and Economic Development Committee for the period 25 March 2017 until the end of the current term of Council, unless such an appointment is revoked by the Council and endorse the revised Terms of Reference to reflect the removal of the Glen Osmond Road Precinct Association Inc.

And

The Unley Business and Economic Development Committee identify skills gaps on the committee and the Administration seek to fill the remaining Independent Member position with an individual who has the identified skills.

Four Expressions of Interest were received to fill the 5 Independent Member positions. All applicants have a business focus and align to the objectives of the UBED Committee with no conflicts of interest identified. Having one remaining position allows for a skills gap analysis to be undertaken and the identified skills mix to be sought for the Committee.

Following the winding up of the Glen Osmond Road Precinct Association, the UBED Terms of Reference need to be revised to reflect this change to trader representatives.

Option 2 – Council does not endorse the recommended appointment of independent Members to the Unley Business and Economic Development Committee.

This option would cause the advertisement for Expressions of Interest to be revisited, delaying the appointment of Independent Members and a period of time for the Committee with no Independent Members

#### **4. RECOMMENDED OPTION**

Option 1 is the recommended option.

#### **5. POLICY IMPLICATIONS**

##### **5.1 *Financial/budget***

- Independent Members on the UBED Committee are paid a sitting fee of \$300 per meeting attended which has been considered in the budget.

##### **5.2 *Legislative/Risk Management***

- Section 41 of the Local Government Act confirms Council has the power to form standing committees, with membership determined by the Council.

##### **5.3 *Staffing/Work Plans***

- No additional staff time will be required to implement the suggested option.

##### **5.4 *Environmental/Social/Economic***

- The UBED Committee is established to provide advice to Council on business and economic development issues. Having the correct mix of skills is important in providing this advice.

##### **5.5 *Stakeholder Engagement***

- An Advertisement for Expressions of Interest was placed in the Eastern Courier Messenger and Council's website on 1 February 2017. Current Independent Members were also contacted inviting them to put in an expression of interest.

**6. REPORT CONSULTATION**

No internal consultation was undertaken

**7. ATTACHMENTS**

1. Unley Business and Economic Development Committee Terms of Reference

**8. REPORT AUTHORISERS**

<b><u>Name</u></b>	<b><u>Title</u></b>
Peter Tsokas	Chief Executive Officer