



MINUTES OF COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, 12 JAMES STREET, SALISBURY ON

27 NOVEMBER 2017

MEMBERS PRESENT

Mayor G Aldridge
Cr D Proleta (Deputy Mayor)
Cr D Balaza
Cr B Brug
Cr D Bryant
Cr L Caruso
Cr R Cook
Cr E Gill
Cr S Reardon
Cr G Reynolds
Cr S White
Cr J Woodman
Cr R Zahra

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager City Development, Mr T Sutcliffe
General Manager City Infrastructure, Mr M van der Pennen
General Manager Community Development, Ms P Webb
Manager Communications and Customer Relations, Mr M Bennington
Manager Governance, Mr M Petrovski
Governance Support Officer, Ms K Boyd

The meeting commenced at 6:30 pm.

OPENING PRAYER AND WELCOME

The Mayor welcomed the members, staff and the gallery to the meeting.

The Chief Executive Officer read the Opening Prayer.

The Mayor read the Kaurna Acknowledgement.

APOLOGIES

Apologies were received from Cr S Bedford, Cr C Buchanan, Cr G Caruso and Cr D Pilkington.

LEAVE OF ABSENCE

Nil

PUBLIC QUESTION TIME

Ms Alice Howe from Paralowie addressed Council regarding verge maintenance methods used by outdoor maintenance staff, saying that footpaths are not edged properly with debris and rubbish left afterwards. Ms Howe complained that she had to repeatedly call the Council for clean up to occur and would like to see improvements in verge maintenance.

Ms Howe also raised the issue of the Salisbury Council Residents and Ratepayers Facebook page, asserting that some Councillors are using the page for their own agenda. She explained that she had had a negative experience interacting with the page, which affected her personally and her business. Ms Howe urged councillors using the page to be more diplomatic and to be more respectful in their conduct when using such forums.

DEPUTATIONS

No Deputations were received.

Cr J Woodman entered the meeting at 6:32 pm.

PRESENTATION OF MINUTES

Moved Cr B Brug
Seconded Cr S White

The Minutes of the Council Meeting held on 23 October 2017, be taken and read as confirmed.

CARRIED
2143/2017

Moved Cr R Zahra
Seconded Cr R Cook

The Minutes of the Confidential Council Meeting held on 23 October 2017, be taken and read as confirmed.

CARRIED
2144/2017

QUESTIONS ON NOTICE

QON1 Question on Notice - Elected Member Failure to Comply with Council Policy

Cr Robyn Cook asked the following Question on Notice:

What remedies are available to address circumstances where an Elected Member fails to comply with the requirements of an Endorsed Council Policy, other than making a code of conduct complaint which comes at a significant cost to the community and doesn't provide practical solutions to address misbehaviour by Elected Members?

Manager Governance, Mick Petrovski has provided the following response:

Where an Elected Member has observed and formed a view that a Council colleague may have acted in a way that is contrary to an endorsed Council policy, the Councillor may:

- discuss the matter directly with the Elected Member concerned, to bring to their attention that they may have acted in a way contrary to an endorsed Council policy, therefore giving them an opportunity to withdraw, retract or redress their action so that they are compliant with the Council policy; or
- bring the matter to the notice of the Chief Executive Officer, who, if he concurs with the observation, can discuss it with the Elected Member concerned and give them an opportunity to withdraw, retract or redress their action so that they are compliant with the endorsed Council policy; or
- ask a question (with or without notice) in Council, and in doing so, providing an opportunity for the Chief Executive Officer to provide general advice regarding the Code of Conduct and the obligations contained therein; or
- submit a Code of Conduct complaint to the Chief Executive Officer which will be processed in accordance with the Code of Conduct for Council Members – Dealing with Complaints Procedure.

Notwithstanding the above, in relation to matters of corruption, misconduct and maladministration in public administration, public officers and public authorities have an obligation under the Independent Commissioner Against Corruption Act 2012 (the ICAC Act) to report suspected corruption to the Office of Public Integrity, and a mandatory requirement to report where there is a reasonable suspicion of serious or systemic misconduct or maladministration.

Cr R Cook made a personal explanation regarding her question, which was regarding a letter sent by an Elected Member to the Northern Weekly on 18/10/17 titled “Australia Day”. The letter had been signed off by the author using their title “Councillor”. Cr Cook strongly disagreed with content of this letter and reminded Elected Members that when using the “Councillor” title, it implies to the public that they are making representations on behalf of the City of Salisbury and urged them to be more aware when using the Elected Member title.

QON2 Question on Notice - Funding for Christmas Carol Events

At the 20/11/2017 Budget and Finance Committee meeting, Cr G Reynolds asked the following question:

How many formal applications for funding have been received for Christmas Carol Events this year and how many have we supported?

The Question was taken on Notice.

General Manager Community Development, Ms Pippa Webb provided a response to the meeting and distributed an information sheet indicating that six funding applications had been submitted and that five had received the funding. The reason that the single application that did not receive funding was because they failed to provide sufficient information by the deadline.

QUESTIONS WITHOUT NOTICE

QWON1 Register of Historical Equipment – City of Salisbury

Cr E Gill asked a question in relation to whether the City of Salisbury holds a record of historical equipment within Council.

The General Manager City Infrastructure responded that Council holds an Asset Register.

QWON2 Christmas Carols Event

Cr D Balaza asked a question in relation to the status of the report regarding the timeframe and budget for the proposed Christmas Carols event at Pioneer Park so it can be included in the budget next year.

The General Manager Community Development responded that the report was due in January 2018.

QWON3 Carisbrooke House

Cr D Balaza asked a question in relation to whether any works have commenced at Carisbrooke House to repair the issues that Council has in regards to that building, and is there an update as to what staff have done to rectify these issues.

The Question was taken on Notice.

Cr D Proleta entered the meeting at 6:47pm.

NOTICES OF MOTION

NOM1 Statutes Amendment (Decriminalisation of Sex Work) Bill 2015

Moved Cr B Brug
Seconded Cr S White

1. That Council resolve to formally oppose the Statutes Amendment (Decriminalisation of Sex Work) Bill 2015, currently before the South Australian House of Assembly.
2. The Chief Executive Officer, on behalf of Council, write to all Members of the House of Assembly informing them of Council's decision.

Cr B Brug, with consent of the seconder, **VARIED** the MOTION as follows:

1. That Council resolve to formally oppose the Statutes Amendment (Decriminalisation of Sex Work) Bill 2015, currently before the South Australian House of Assembly.
2. The Mayor, on behalf of Council, write to all Members of the House of Assembly informing them of Council's decision.

LOST

NOM2 Bike Racks in the City of Salisbury

*Cr S Reardon left the meeting at 07:02 pm.
Cr S Reardon returned to the meeting at 07:05 pm.*

Moved Cr B Brug
Seconded Cr G Reynolds

1. That a report be brought forward assessing the need for more bike racks in the City of Salisbury to encourage and support bicycle use.
2. The report include advice identifying suitable locations (such as cycling trails) and the cost implications of installing the bike racks, for consideration as part of the 2018/19 budget deliberation process.

**CARRIED
2145/2017**

NOM3 Reserves and Public Areas – Provision of Facilities

Moved Cr B Brug
Seconded Cr G Reynolds

1. That a report be brought forward identifying appropriate locations in City of Salisbury reserves and public areas that would benefit from the installation of public barbecues and toilets to encourage greater recreational use.
2. The report include advice on the cost implications of this initiative for consideration as part of the 2018/19 budget deliberation process.

LOST

*A **DIVISION** was requested by Cr B Brug and the following members responded to the Mayor's call as having voted in favour of the **MOTION**:*

Crs D Balaza, B Brug, L Caruso, G Reynolds, J Woodman and R Zahra

*The following members responded to the Mayor's call as having voted against the **MOTION**:*

Crs D Proleta, D Bryant, R Cook, E Gill, S Reardon and S White

*The Mayor exercised her **CASTING VOTE** and voted **AGAINST** the **MOTION**.*

*The Mayor declared the **MOTION** was **LOST***

NOM4 Mawson Lakes Multi-Storey Carpark

Cr D Bryant declared a material conflict on the basis of nominating for the seat of Playford. Cr D Bryant left the meeting at 07:24 pm.

Moved Cr B Brug
Seconded Cr S White

1. Council note the high carparking demand at Mawson Lakes interchange.
2. That the Mayor write to the relevant Minister and Shadow Minister and all candidates for the state seat of Playford before the March 2018 election seeking a commitment to address adequate parking spaces to service the Mawson Lakes interchange.

CARRIED
2146/2017

Cr D Bryant returned to the meeting at 07:37 pm.

NOM5 Proposed Events - Mawson Lakes Fishing Competition and Clean Up Australia Day

Moved Cr B Brug
Seconded Cr R Zahra

1. That, in light of the Administration preparing a comprehensive report to Council on a potential extended calendar of events for the City of Salisbury, the report also include:
 - 1.1 advice on reviving the Mawson Lakes Fishing Competition, including ways of mobilising and supporting Traders with the event; and
 - 1.2 Council's potential involvement in running and facilitating Clean Up Australia Day events, and supporting Elected Members to be involved in the local events in their wards.

CARRIED
2147/2017

NOM6 State Government Investment in Local Schools

Moved Cr G Reynolds
Seconded Cr S White

That staff report into the implications to Council of the recent State Government announcement of school investment in the Salisbury Council area, including any planned capacity increases and the effects on local traffic management and other Council provided infrastructure and services.

CARRIED
2148/2017

PETITIONS

No Petitions were received.

The Mayor thanked Cr D Proleta for her term as Deputy Mayor and congratulated Cr L Caruso on her appointment as Deputy Mayor through to the elections in November 2018.

COMMITTEE REPORTS

1 Policy and Planning Committee Meeting

Minutes of the Policy and Planning Committee Meeting held on 20 November 2017 were considered by Council.

Administration

1.0.1 Future Reports for the Policy and Planning Committee

Moved Cr R Cook
Seconded Cr J Woodman

1. The information be received.

CARRIED
2149/2017

Community Development

1.1.1 Minutes of the Strategic and International Partnerships Sub Committee meeting held on Tuesday 14 November 2017

1.1.1-SIPSC1 China Action Plan

Moved Cr J Woodman
Seconded Cr L Caruso

1. That the report be received.
2. That the China Action Plan be transitioned into operational activities reflecting progress against the plan since its inception.

CARRIED
2150/2017

1.1.1-SIPSC2 International Staff Exchange Program

Moved Cr J Woodman
Seconded Cr L Caruso

1. Information be received.
2. A report be provided to the Strategic and International Partnerships Sub Committee outlining costs associated with a three month exchange program, a one month exchange program and a two week exchange program with estimated costings for all options.

CARRIED
2151/2017

1.1.1-SIPSC3 Delegation to Mobara July 2018

Moved Cr J Woodman

Seconded Cr L Caruso

1. The information be received and noted.
2. The City of Mobara be advised that the City of Salisbury wishes to accept the invitation for a delegation to visit coinciding with the Mobara Tanabata-Matsuri Festival in July 2018.
3. A further report be brought to the next meeting of the Strategic and International Partnerships Sub Committee in relation to the options for the duration of the delegation visit and membership of the delegation.

CARRIED
2152/2017

1.1.2 Regional Athletics Facility at Bridgestone Reserve

Moved Cr G Reynolds
Seconded Cr J Woodman

1. That the information be received and noted.
2. That the following be endorsed:
 - a. Staff continue the concept development for a regional athletics facility at Bridgestone Reserve, subject to external funding and other key considerations.
 - b. The City of Salisbury's application to Round One of the Office for Recreation and Sport's Sporting Surfaces Program for \$1million towards the development of a synthetic athletics track at Bridgestone Reserve;
 - c. The City of Salisbury's application to the Office for Recreation and Sport's Community Recreation and Sport Facility Program for \$500,000 towards the development of a club and change room facility located at Bridgestone Reserve;
 - d. The City of Salisbury's applications to other appropriate funding programs or sources that may be identified in the future for the development of athletics facilities at Bridgestone Reserve;
 - e. Staff continue to engage with potential users of such a facility with a desire to develop partnership agreements with Council.
3. A further report be brought back to Council for consideration regarding the detailed scope of works and operating costs, revenue streams and end user commitments associated with Council's preferred option before June 2018.
4. Subject to receipt of significant external funding and end user commitments, a new initiative bid for the 2018/19 Budget be prepared for Council consideration for the development of the endorsed Concept.

CARRIED
2153/2017

1.1.3 Age Friendly Salisbury Strategy

Moved Cr R Zahra
Seconded Cr R Cook

1. The information be received.

CARRIED
2154/2017

Economic Development

1.2.1 Office of the Small Business Commissioner - Small Business Council Friendly Initiative

Cr D Bryant declared a perceived conflict of interest on the basis of owning a business in Mawson Lakes and using the services of the Polaris Centre. Cr Bryant managed the conflict by remaining in the meeting and voting in the best interest of the community.

Cr D Balaza declared a perceived conflict of interest on the basis of being a member of the Salisbury Business Association governing body. Cr Balaza managed the conflict by remaining in the meeting and voting in the best interest of the community.

Moved Cr R Cook

Seconded Cr G Reynolds

1. That the Office of the Small Business Commissioner's Small Business Friendly Council Initiative and supporting information be noted.
2. That the Chief Executive Officer be authorised to sign a Charter that commits Council to the Small Business Friendly Council Initiative.

CARRIED
2155/2017

Urban Development

1.3.1 Community Engagement Charter (State Planning Commission) Consultation Stage 2

Moved Cr J Woodman

Seconded Cr R Zahra

1. That the report be noted.
2. The General Manager, City Development write to the State Planning Commission to provide Council's feedback on the draft Community Engagement Charter, as discussed in Paragraph 3.5 of the report to Item 1.3.1 to the Policy and Planning Committee meeting on 20 November 2017.

CARRIED
2156/2017

2 Works and Services Committee Meeting

Minutes of the Works and Services Committee Meeting held on 20 November 2017 were considered by Council.

Administration

2.0.1 Future Reports for the Works and Services Committee

Moved Cr R Zahra
Seconded Cr R Cook

1. The information be received.

CARRIED
2157/2017

Healthy Ageing and Access

2.2.1 The Salisbury Home and Community Services Business Model Project (Aged and Disability Services) post 2020

Moved Cr J Woodman
Seconded Cr B Brug

1. Information be received.
2. Council note the consultant's report on the future directions of Aged Care and Disability Services.
3. Council note the decision criteria in determining the future of Councils role in Home and Community Services to create a sustainable financial model that mitigates Councils exposure to risk.
4. That the Community Health and Wellbeing Division proceed to develop a detailed business plan for:
 - Option 2 – Expand the current services scope volume. Continue to provide the current low-level home support and group programs for both aged and disability services.
 - Option 3 - Diversify into new service areas. Grow and diversify to offer the current service mix across all aged and disability services, but retain the low-risk criteria (low-level home support and group programs).
 - Option 6 - Hybrid service, continuity and diversification. Council
 - (a) funds and directly provides a limited scope of baseline services (eg. social programs operating in the Jack Young Centre), and
 - (b) transfers all other service delivery (both current and potential future mix) to a separate business unit.

CARRIED
2158/2017

Libraries

2.3.1 Proposed Microsoft/Department of State Development Partnership

Moved Cr G Reynolds
Seconded Cr S Reardon

1. The report be received and noted.
2. The Administration continue to negotiate with the Department of State Developments, Automotive Transformation Taskforce and Microsoft to progress the proposed partnership to provide digital literacy and the “Business Model You” community learning program pilots.
3. The Administration further explore the proposed partnership between Department of State Developments, Automotive Transformation Taskforce and Microsoft and Council. Subject to the agreements meeting all Council procurement, licensing and legal requirements the pilot programs are implemented.

**CARRIED
2159/2017**

Property

2.5.1 Revocation of Portion of Wright Road Reserve, Known as Allotment 282 in Deposited Plan 7897

Moved Cr J Woodman
Seconded Cr G Reynolds

1. The information in this report be received and noted.
2. A portion of approximately 281 square metres of Wright Road Reserve known as Allotment 282 in Deposited Plan 7897 and described in Certificate of Title Volume 5810 Folio 887 is declared surplus to Council requirements and the community land classification to be revoked.
3. The attached report be adopted for the purpose of Section 194 of the Local Government Act 1999. Attachment 3, Item 2.5.1 Works and Services Committee dated 20th November 2017.
4. The Manager Property and Buildings be authorised to implement a public consultation program, comprising of a Public Notice in the Northern Messenger, a letter with the attached Section 194 Report be sent to the surrounding property owners expected to be affected by this proposal and a notice be published on the City of Salisbury Website.
5. A sign not be erected on the Reserve in accordance with Councils Public Consultation Policy as the portion of land is directly adjacent to Wright Road (a very busy road) and may cause distraction to passing motorists and confusion as to what portion of land is proposed to be revoked.
6. A further report be presented to Council for consideration of any objections received. In the event that no objections are received, the Manager Property and Buildings be authorised to prepare and submit the necessary documentation to the Minster for approval.
7. Upon revocation, The Manager Property and Buildings be authorised to prepare a plan of division rededicating the portion of revoked land as Wright Road.

**CARRIED
2160/2017**

Public Works

2.6.1 Capital Progress Report - October 2017

Moved Cr S Reardon
Seconded Cr S White

1. Report be received and noted.

**CARRIED
2161/2017**

2.6.2 Installation of Bus Shelters

Cr D Bryant sought leave of the meeting to speak for a second time and leave was granted.

Moved Cr S White

Seconded Cr B Brug

1. This report be received and noted.
2. That the Administration continue to work with the Department of Planning, Transport & Infrastructure (DPTI) to advocate for the State Government to reinstate the DPTI Bus Shelter Funding Program, given the benefits passengers receive from increased service levels at bus stops.
3. That Council write to the Local Government Association and the Minister for Transport and the Shadow Minister, and other political parties advocating for the need for additional bus shelters in our community.
4. That Council write to the Minister for Transport and the Shadow Minister requesting that Bus Route 411 be rerouted through the residential streets of The Sanctuary Estate, as is done in adjacent residential areas, to encourage residents there to use public transport.

With leave of the meeting and consent of the seconder Cr S White
VARIED the MOTION as follows

1. This report be received and noted.
2. That the Administration continue to work with the Department of Planning, Transport & Infrastructure (DPTI) to advocate for the State Government to reinstate the DPTI Bus Shelter Funding Program, given the benefits passengers receive from increased service levels at bus stops.
3. That Council write to the Local Government Association and the Minister for Transport and the Shadow Minister, and other political parties advocating for the need for additional bus shelters in our community.

CARRIED
2162/2017

Confidential Items

Refer to CONFIDENTIAL ITEMS section of Council Minutes

2.9.1 Request for Extension of Confidentiality Orders in Relation to Emerald Green (Ryans Rd)

2.9.2 Future Use of Leased Area - Ingle Farm Recreation Centre

3 Resources and Governance Committee Meeting

Minutes of the Resources and Governance Committee Meeting held on 20 November 2017 were considered by Council.

Administration

3.0.1 Future Reports for the Resources and Governance Committee

Moved Cr R Zahra
Seconded Cr R Cook

1. The information be received.

**CARRIED
2163/2017**

Corporate Governance

3.6.1 Review of Burning Policy

Moved Cr L Caruso
Seconded Cr R Cook

1. The information be received.
2. The Burning Policy as set out in Attachment 1 to this report (Resources and Governance 3.6.1, 20/11/2017), be discontinued and replaced with the City of Salisbury Burning in the Open Information Sheet set out in Attachment 2 to this report.

**CARRIED
2164/2017**

3.6.2 Review of Elected Members Induction Policy

Moved Cr L Caruso
Seconded Cr R Cook

1. The Information be received.
2. The Elected Members Induction Policy as set out in Attachment 1 to this report (Resources and Governance 3.6.2, 20/11/2017), be endorsed.

**CARRIED
2165/2017**

3.6.3 Review of Elected Member Recognition Policy

Moved Cr G Reynolds
Seconded Cr R Cook

1. The Information be received.
2. The Elected Member Recognition Policy as set out in Attachment 1 to this report (Resources and Governance 3.6.3, 20/11/2017), be endorsed.

CARRIED
2166/2017

3.6.4 Updated Elected Member Allowances, Facilities and Support Policy

Moved Cr D Proleta
Seconded Cr R Cook

1. The Elected Member Allowances, Facilities and Support Policy as attached to Item 3.6.4, Resources and Governance, 20/11/2017 be endorsed.

CARRIED
2167/2017

Cr D Balaza left the meeting at 08:23 pm.

3.6.5 Formal Meeting Schedule for 2018

Moved Cr J Woodman
Seconded Cr S Reardon

1. The 2018 Formal Meeting Schedule as set out in Attachment 1 to this report (Item 3.6.5, Resources and Governance Committee, 20/11/2017) be endorsed.
2. The Chief Executive Officer be delegated authority to amend the 2018 Formal Meeting Schedule should the need arise.

CARRIED
2168/2017

3.6.6 Draft 2016/17 Annual Report

Further Information Item 3.6.6FI – Draft 2016/17 Annual Report

Moved Cr D Bryant
Seconded Cr D Proleta

1. That the Draft 2016/17 Annual Report forming attachment 1 to Item Number 3.6.6 of the Resource and Governance Committee agenda dated 20 November 2017 be endorsed, subject to any amendments by Council and the inclusion of Mayor and CEO messages.

CARRIED
2169/2017

BREAK

In accordance with section 10 (2) of the Code of Practice for Meeting Procedures, the Mayor provided a break to all present. The meeting was suspended at 8:25 pm.

Cr R Cook left the meeting at 08:25 pm and did not return.

The meeting reconvened at 8:40 pm.

Cr D Balaza returned to the meeting at 8:40 pm.

4 Audit Committee Meeting

Minutes of the Audit Committee Meeting held on 14 November 2017 were considered by Council.

Administration

4.0.1 Future Reports for the Audit Committee of Council

Moved Cr J Woodman
 Seconded Cr R Zahra

That the information be received.

**CARRIED
 2170/2017**

4.0.2 Proposed Audit Committee Meeting Schedule for 2018

Moved Cr R Zahra
 Seconded Cr D Proleta

That the information be received.

**CARRIED
 2171/2017**

Reports

4.2.1 Asset Policy Review

Moved Cr J Woodman
 Seconded Cr E Gill

That:

1. The information be received.
2. The Asset Depreciation Policy, as set out in Attachment 1 be endorsed.

**CARRIED
 2172/2017**

4.2.2 Treasury Policy

Moved Cr S Reardon
 Seconded Cr R Zahra

That:

1. The information be received.
2. The Treasury Policy, as set out in Attachment 1 be endorsed.

**CARRIED
 2173/2017**

4.2.3 Review of Prudential Management Policy

Moved Cr R Zahra
Seconded Cr J Woodman

That the Prudential Management Policy as set out in Attachment 1 to this report (Resources and Governance 4.2.3, 16/10/2017), and amended by the inclusion of the word “not” in paragraph D3 prior to the words “part of ongoing operations”, be endorsed.

CARRIED
2174/2017

4.2.4 Internal Audit Plan

Moved Cr R Zahra
Seconded Cr S Reardon

That the Internal Audit Plan, as set out in Attachment 1 to this report (Audit Committee 4.2.4, 14/11/2017), be endorsed.

CARRIED
2175/2017

4.2.5 Update on the Risk Management and Internal Controls Activities for the 2017-18 financial year and outstanding Internal Audit actions.

Moved Cr S Reardon
Seconded Cr J Woodman

That the information be received.

CARRIED
2176/2017

5 Council Assessment Panel Meeting

A meeting of the Council Assessment Panel took place on 24 October 2017. The minutes were distributed to all members for information.

6 Budget and Finance Committee Meeting

Minutes of the Budget and Finance Committee Meeting held on 20 November 2017 were considered by Council.

Administration

6.0.1 Future Reports for the Budget and Finance Committee

Moved Cr R Zahra
Seconded Cr S White

1. The information be received.

CARRIED
2177/2017

6.0.2 Building Upgrade Agreements

Moved Cr J Woodman
Seconded Cr R Zahra

1. That the information be received.

CARRIED
2178/2017

6.0.3 Minutes of the Program Review Sub Committee meeting held on Monday 13 November 2017

6.0.3-PRSC1 CEO and Governance Program Review – Final Report

Moved Cr D Bryant

Seconded Cr E Gill

1. The CEO and Governance Program Review report be received and noted.
2. The Manager Governance undertakes to achieve full compliance in those areas identified in the recommendations of the Legislative Compliance Audit at the earliest opportunity.
3. The Chief Executive work with the Manager Governance to identify further opportunities to improve and strengthen Council's governance processes, but in particular take action to:
 - a. Implement the proposed changes to the Code of Conduct for Council Members - Dealing with Complaints Procedure as contained in Attachment 4 to this report.
 - b. Present to an Informal Strategy session the proposed examples of new Council and Committee report templates before proceeding with implementation.
 - c. A new contract resource with appropriate skills be appointed to the Governance Division to assist in the further development of the corporate governance function and an expanded audit and risk management capability.
 - d. Develop a program of Elected Member training, and source appropriate training provision options for putting to the Elected Members to determine level of interest for each training subject.
 - e. Staff bring back an implementation plan to transition to the delivery of digital agendas and minutes for Elected Members and staff.
4. Funding and headcount for the new contract position as noted in recommendation 3(c) will be from existing budgets.

CARRIED
2179/2017

**6.0.3-PRSC1 CEO And Governance Program Review –
Final Report – Further Recommendation**

Moved Cr D Bryant
Seconded Cr E Gill

That Council trial the use of legal resources for a period of 3 months to assist in the training and support for Elected Members and staff in the conduct of a Council meeting and report the outcomes of the trial to Council at the Elected Member Annual workshop in February 2018.

**CARRIED
2180/2017**

Finance

6.1.1 Council Finance Report - October 2017

Moved Cr S White
Seconded Cr J Woodman

1. The information be received.

**CARRIED
2181/2017**

Budget Review

6.5.1 First Quarter Budget Review 2017/18

Moved Cr B Brug
 Seconded Cr L Caruso

1. The budget variances identified in this review and contained in the Budget Variation Summary (Appendix 1) be endorsed and net operating \$1,010,980 be credited, net capital \$241,600 be debited to the Sundry Project Fund. This will bring the balance to \$1,252,580.
2. Funds be allocated for the following **non-discretionary** net bids:

OPERATING

- Australia Day Celebrations January 2018 \$ 35,000
- Salisbury Secret Garden 2018 \$ 45,000

CAPITAL

- Construction of New Public Road – Mallee Road \$ 69,100
- Tree Screen Renewal Program – Bardsley Avenue \$ 70,000
- Replacement of an Expander Slasher \$ 30,000
- Public Lighting Program \$ 70,000
- Mawson Lakes Fitness Loop \$ 30,000
- Traffic Management Device Program \$ 75,000
- Fairbanks Reserve/Byron Bay Traffic \$ 20,000

TOTAL \$ 444,100

(NB: If parts 1 & 2 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to \$808,480.)

3. Funds be allocated for the following **discretionary** net bids:

OPERATING

- Digital Strategy Consultancy \$ 12,000
- Dogs and Cats Management Levy \$ 163,000
- Costs associated with Reduction of Floorspace at Polaris Business \$ 36,000

CAPITAL

- Stormwater Management Plan \$ 70,000

TOTAL \$ 281,000

(NB: If parts 1,2 & 3 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to \$527,480.)

4. Council approve the following transfers:
 - a. Transfer of \$17,600 income and \$123,000 expenditure operating budgets from Field Services to Inspectorial Services as a result of an operational review undertaken that determined this function should be managed out of Inspectorial Services.
 - b. Transfer of \$69,450 Social Planning budget from Community Planning and Vitality to Community Development Administration as per divisional restructure.
 - c. Transfer of \$49,140 Wages and Salaries from within Salisbury Memorial Park and Business Support to Recreation Contract Management and Sports Development for the revised allocation of the Project Support Officer.
 - d. Transfer of \$20,500 consultancy budget from Business Excellence Administration to Computing for TechnologyOne Financials Upgrade.
 - e. Transfer of \$53,220 Wages and Salaries to contractual services \$50,000 and materials \$3,220 within Native Landscapes as per services review.
5. Investments / Borrowings be varied to reflect the bids and transfers endorsed by Council detailed in parts 1 to 5 of this resolution.

(NB: If parts 1 to 5 of this resolution are moved as recommended investments in 2017/18 will increase by \$527,480.)

**CARRIED
2182/2017**

Other Business

6.8.1 Financial Policy Review (Not Treasury or Fixed Assets)

Moved Cr R Zahra

Seconded Cr L Caruso

1. The Open Space Reserve Fund Policy as set out in attachment 1 to this report (Item No.6.8.1, Budget and Finance Committee, 20/11/2017) be endorsed.
2. The Business Unit Surplus Policy as set out in attachment 2 to this report (Item No.6.8.1, Budget and Finance Committee, 20/11/2017) be endorsed.
3. That 2017/18 financial results incorporate the transfer of the 2016/17 Salisbury Water Business Unit deficit of \$895,868 from the general surplus to the Salisbury Water Business Unit Reserve.

**CARRIED
2183/2017**

7 Sport, Recreation and Grants Committee Meeting

Minutes of the Sport, Recreation and Grants Committee Meeting held on 13 November 2017 were considered by Council.

Administration

7.0.1 Appointment of Deputy Chairman - Sport, Recreation and Grants Committee

Moved Cr R Zahra
 Seconded Cr D Proleta

1. Cr D Proleta be appointed as Deputy Chairman of the Sport, Recreation and Grants Committee for the remainder of the current term of Council, effective 01/12/2017.

**CARRIED
 2184/2017**

7.0.2 Future Reports for the Sport, Recreation and Grants Committee

Moved Cr R Zahra
 Seconded Cr S White

1. The information be received.

**CARRIED
 2185/2017**

Community Grants

7.2.1 Youth Sponsorship - October Applications

Moved Cr R Zahra
 Seconded Cr J Woodman

1. The information be received.

**CARRIED
 2186/2017**

7.2.2 Community Grants Program Applications for November 2017

Moved Cr R Zahra
 Seconded Cr L Caruso

1. The information be received and noted.

**CARRIED
 2187/2017**

7.2.3 12/2017: The Salisbury East Junior Soccer Club Inc. - Community Grants Program Application

Moved Cr J Woodman
Seconded Cr R Zahra

1. The information be received and noted.

**CARRIED
2188/2017**

7.2.4 22/2017: Brahma Lodge Sports Club Inc. - Community Grants Program Application

Moved Cr D Balaza
Seconded Cr E Gill

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the November 2017 round of Community Grants as follows:
 - a. Grant No. 22/2017: Brahma Lodge Sports Club Inc. be awarded the amount of **\$2,500.00** to assist with the purchase of football Guernsey's for ongoing use as outlined in the Community Grant Application and additional information.

**CARRIED
2189/2017**

7.2.5 25/2017: Salisbury Sharks Golf and Social Club Inc. - Community Grants Program Application

Cr L Caruso declared an actual conflict of interest on the basis of Salisbury Sharks Golf and Social Club Inc. using her premises, and also being the Treasurer of the Club. Cr L Caruso left the meeting at 08:47 pm.

Moved Cr J Woodman
Seconded Cr G Reynolds

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the November 2017 round of Community Grants as follows:
 - a. Grant No. 25/2017: Salisbury Sharks Golf and Social Club Inc. be awarded the amount of **\$2,500.00** to assist with the purchase of an indoor wood heater as outlined in the Community Grant Application and additional information.

**CARRIED
2190/2017**

Cr L Caruso returned to the meeting at 08:48 pm.

7.2.6 27/2017: Shrimad Rajchandra Mission Dharampur (Australia) Limited - Community Grants Program Application

Moved Cr D Bryant
Seconded Cr R Zahra

1. The information be received and noted.

CARRIED
2191/2017

7.2.7 28/2017: One Life Community Assist Ltd - Community Grants Program Application

Moved Cr B Brug
Seconded Cr G Reynolds

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the November 2017 round of Community Grants as follows:
 - a. Grant No. 28/2017: One Life Community Assist Ltd be awarded the amount of **\$2,500.00** to assist with the purchase of advertising and temporary fencing for the 2017 Christmas Carols event as outlined in the Community Grant Application and additional information.

CARRIED
2192/2017

7.2.8 29/2017: Uniting Church in Australia Salisbury - Community Grants Program Application

Moved Cr D Proleta
Seconded Cr D Balaza

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the November 2017 round of Community Grants as follows:
 - a. Grant No. 29/2017: Uniting Church in Australia Salisbury be awarded the amount of **\$2,283.00** with the purchase of advertising, animal farm hire and catering for the 2017 Carols on the Lawn event as outlined in the Community Grant Application and additional information.

CARRIED
2193/2017

7.2.9 30/2017: Meals on Wheels (SA) Inc. - Community Grants Program Application

Moved Cr D Balaza
Seconded Cr J Woodman

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the November 2017 round of Community Grants as follows:
 - a. Grant No. 30/2017: Meals on Wheels (SA) Inc. be awarded the amount of **\$1,200.00** to assist with the purchase of foodstuff and gift bags for the 2017 Christmas Hampers as outlined in the Community Grant Application.

CARRIED
2194/2017

7.2.10 31/2017: Life Church SA Inc. - Community Grants Program Application

Moved Cr B Brug
Seconded Cr S White

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the November 2017 round of Community Grants as follows:
 - a. Grant No. 31/2017: Life Church SA Inc. be awarded the amount of **\$2,500.00** to assist with the purchase of venue hire, catering, jumping castle, lights, props and scaffolding hire for the 2017 The Christmas Garden Interactive Nativity Story as outlined in the Community Grant Application.

CARRIED
2195/2017

7.2.11 32/2017: Salisbury North Quilting Group - Community Grants Program Application

Moved Cr J Woodman
Seconded Cr L Caruso

1. The information be received and noted.

CARRIED
2196/2017

7.2.12 33/2017: Providence Chick [World Harvest Christian Centre Inc.] - Community Grants Program Application

Moved Cr J Woodman
Seconded Cr D Proleta

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the November 2017 round of Community Grants as follows:
 - a. Grant No. 33/2017: Providence Chick [World Harvest Christian Centre Inc.] be awarded the amount of **\$2,500.00** to assist with the purchase of catering for the 2018 Providence Conference use as outlined in the Community Grant Application and additional information.

**CARRIED
2197/2017**

7.2.13 34/2017: Gujari SA Inc. - Community Grants Program Application

Moved Cr D Bryant
Seconded Cr G Reynolds

That funding not be awarded for Application 34/2017: Gurjari SA Inc.

**CARRIED
2198/2017**

7.2.14 35/2017: Mawson Boat Club Inc. - Community Grants Program Application

Moved Cr B Brug
Seconded Cr S White

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the November 2017 round of Community Grants as follows:
 - a. Grant No. 35/2017: Mawson Boat Club Inc. be awarded the amount of **\$2,500.00** to assist with the purchase of advertising and PA system hire for the Pathfinder Rowing Program and Inaugural Mawson Regatta as outlined in the Community Grant Application and additional information.

**CARRIED
2199/2017**

7.2.15 Inclusion of the Sister City Program for Youth Sponsorship and Community Grants Program's Guidelines

Moved Cr J Woodman

Seconded Cr E Gill

1. The information be received and noted.
2. The Community Grants Program Guidelines and Eligibility Criteria document section '3.1 Aim' be amended to include '*projects and activities that support Sister City and Friendship City relationships*' and all other criteria remain unchanged.
3. The Youth Sponsorship Guidelines document category - 'Community Involvement' be amended to – Community Involvement (public speaking, debating, *activities that support Sister City and Friendship City relationships* etc) – letter from event organizer (non profit).

**CARRIED
2200/2017**

8 CEO Review Committee Meeting

Minutes of the CEO Review Committee Meeting held on 14 November 2017 were considered by Council.

Reports

8.1.1 Composition of the CEO Review Committee

Moved Cr R Zahra
Seconded Cr G Reynolds

1. Information be received.
2. The Recommendation relating to the CEO Personal Evaluation System Rating (which informs the remuneration review) is not confidential. The Performance Appraisal Report remains confidential.

CARRIED
2201/2017

8.1.2 CEO Performance Appraisal Survey

Moved Cr J Woodman
Seconded Cr S White

1. Information be received.
2. The CEO Performance Appraisal Survey process is revised as follows:
 - a. Executive Behaviours are aligned to Key Result Areas;
 - b. 360 degree feedback is incorporated into the survey, which includes direct reports to the Chief Executive Officer and three external industry peers who are to be agreed by the Chief Executive Officer and the CEO Review Committee;
 - c. Revised Corporate Values are included in the Survey.

CARRIED
2202/2017

8.1.3 CEO Key Performance Indicators Status Update

Moved Cr L Caruso
Seconded Cr G Reynolds

1. Information be received.
2. Progress towards achievement of the endorsed 2017/2018 Key Performance Indicators be noted and endorsed.

CARRIED
2203/2017

GENERAL BUSINESS

Nil

OTHER BUSINESS

OB1 Bus Route 411

Moved Cr S White
Seconded Cr B Brug

That Council write to the Minister for Transport and the Shadow Minister requesting that Bus Route 411 be rerouted through the residential streets of The Sanctuary Estate, as is done in adjacent residential areas, to encourage residents there to use public transport.

**CARRIED
2204/2017**

OB2 Register of Historical Items

Moved Cr E Gill
Seconded Cr D Balaza

That staff create a register of historical items owned by the City of Salisbury.

**CARRIED
2205/2017**

Passing of Mrs Daphne Benney

Council noted the recent passing of Mrs Daphne Benney. Cr D Bryant and Cr E Gill attended the funeral. Condolences were sent to Tom Benney and were read out at the funeral.

OB3 Carparking at Salisbury Interchange

Cr D Balaza declared a perceived conflict of interest on the basis of being a member of the Salisbury Business Association governing body. Cr Balaza managed the conflict by remaining in the meeting and voting in the best interest of the community.

Moved Cr B Brug
 Seconded Cr G Reynolds

That:

1. Council note the high carparking demand at the Salisbury Interchange
2. That the Mayor write to the relevant Minister and Shadow Minister and all candidates contesting the state seat of Ramsay before the March 2018 election seeking a commitment to address adequate parking spaces to service the Salisbury interchange.
3. That beyond contacting the major parties that the Mayor write to any other candidates for the seat of Ramsay as they nominate.

**CARRIED
 2206/2017**

MAYOR'S DIARY

MD1 Mayor's Diary

Moved Cr D Proleta
 Seconded Cr B Brug

1. That this information be noted.

**CARRIED
 2207/2017**

REPORTS FROM COUNCIL REPRESENTATIVES

Cr E Gill:

- 27/09/2017 Salisbury Business Awards
- 28/09/2017 JYC Advisory at Para Hills
- B & B Chapell at Burnside
- 1/10 /2017 Tramway Museum 50th birthday
- 3/10/2017 Radio programme
- 5/10/2017 NAWMA MRF Launch
- 7/10/2017 Northern Jets Season launch
- 11/10/2017 Legends Awards
- 12/10/2017 ALGWA AGM at Wallmans
- 15/10/2017 Air Cadets Sports Day
- 17/10/2017 Cota presentation
- Radio programme
- Meeting with Para Hills resident
- 18/10/2017 Citizenship

19/10/2017	Turning of the first sod at Para Hills
20/10/2017	Seniors Birthday Lunch
22/10/2017	Salisbury Car Show
24/10/2017	Christmas Parade meeting
25/10/2017	LGA Election workshop
26/10/2017	Meet with Kristina at Burnside
30/10/2017	Meeting with Lawyer
31/10/2017	Meeting with G. Mansfield re Cart
4/11/2017	Meeting with A. Trotman
7/11/2017	Radio
9/11/2017	Op Shop w/e Rotary
10/11/2017	Flight VA218 to Melbourne
11/11/2017	ALGWA Strategic directions workshop
	Flight VA 241 to Adelaide
12/11/2017	Christmas Parade costume pick-up
15/11/2017	Strategic & International Partnerships Sub Committee
17/11/2017	Daphne Benney's funeral in Tanunda
18/11/2017	Meeting w/- resident at Neale's Green
21/11/2017	Radio programme
	Christmas Parade meeting
	12/25 Advisory meeting
24/11/2017	Christmas parade photo shoot
25/11/2017	ALGWA Christmas Brunch at Watershed
	Toy Boys Christmas Toy presentation – presented over 400 hand made toys
	St Kilda Bio Blitz
25/11/2017	Rotary Family picnic at Carisbrooke
	St Kilda Plays

Cr D Proleta:

- Attended the opening of Fairbanks Reserve for Bethany and Temple School on behalf of the Mayor
- Thanks to staff involved in working on Pitman Park improvements
- Congratulations to staff involved in Family Day at St Kilda on Sunday 26 November 2017

Cr S White:

- Attended the Mawson Lakes Rowing Club Regatta on behalf of the Mayor on Sunday 19 November 2017

Cr B Brug:

- Thank you to staff at the Mawson Centre Christmas Market. High attendance at the event.
- Attended the Mawson Lakes Rowing Club Regatta with Cr White on 19 November 2017

Cr S Reardon:

- Attended Governing Council of Para Hills High School who received a grant from State Government. Hoping to get further funding to build a Performing Arts Centre.
- Attended Para Hills Community Club Christmas function on Sunday 26 November. Assisted on the Neighbourhood Watch stand. Noted the Salisbury Council stand for consultation on the regarding The Paddocks. Overwhelming response to the consultation.

CONFIDENTIAL ITEMS
2.9.1 Request for Extension of Confidentiality Orders in Relation to Emerald Green (Ryans Rd)

Moved Cr R Zahra

Seconded Cr B Brug

1. Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) and (d)(i) and (d)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:

- it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and

- information the disclosure of which would, on balance, be contrary to the public interest; and

- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and

- commercial information of a confidential nature (not being a trade secret) the disclosure of which would, on balance, be contrary to the public interest.

2. In weighing up the factors related to disclosure,

- disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations

- Non disclosure of the discussion of this item would protect commercial information in relation to the Emerald Green project.

*On that basis the public's interest is best served by not disclosing the **Request for Extension of Confidentiality Orders in Relation to Emerald Green (Ryans Rd)** item and discussion at this point in time.*

3. Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.

**CARRIED
2208/2017**

The meeting moved into confidence at 9:24 pm

The meeting moved out of confidence at 9:24 pm.

2.9.2 Future Use of Leased Area - Ingle Farm Recreation Centre

Moved Cr R Zahra

Seconded Cr J Woodman

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) and (d)(i) and (d)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*

- it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and

- information the disclosure of which would, on balance, be contrary to the public interest; and

- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and

- commercial information of a confidential nature (not being a trade secret) the disclosure of which would, on balance, be contrary to the public interest.

2. *In weighing up the factors related to disclosure,*

- disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations

- Non disclosure of this matter at this time will protect information provided to Council and Council's commercial position as public disclosure may provide third parties with a commercial advantage.

*On that basis the public's interest is best served by not disclosing the **Future Use of Leased Area - Ingle Farm Recreation Centre** item and discussion at this point in time.*

3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

**CARRIED
2209/2017**

The meeting moved into confidence at 9:25pm

The meeting moved out of confidence and closed at 9:25 pm.

CHAIRMAN.....

DATE.....