



## **AGENDA**

**FOR COUNCIL MEETING TO BE HELD ON**

**23 APRIL 2018 AT 6:30 PM**

**IN THE COUNCIL CHAMBER, 12 JAMES STREET, SALISBURY**

### **MEMBERS**

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

### **REQUIRED 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 Governance, Mr M Petrovski  
Manager Communications and Customer Relations, Mr M Bennington  
Governance Support Officer, Ms K Boyd

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## **PRAYER**

*Father in heaven*

*We thank you for the wondrous resources of our City, for its people, its environment and its sense of community.*

*We thank you for the opportunity to now deliberate over how best to help our community.*

*Please bless that we will respect one another and that we will all do our best to make decisions that will help our community to grow and prosper.*

*Bless our efforts this day in God's name.*

*Amen.*

## **KAURNA ACKNOWLEDGEMENT**

*The City of Salisbury acknowledges that we are meeting on the traditional Country of the Kurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kurna people living today.*

## **APOLOGIES**

An apology has been received from Cr D Bryant.

## **LEAVE OF ABSENCE**

## **PUBLIC QUESTION TIME**

## **DEPUTATIONS**

No Deputations have been received.

## **PRESENTATION OF MINUTES**

Presentation of the Minutes of the Council Meeting held on 26 March 2018.

Presentation of the Minutes of the Confidential Council Meeting held on 26 March 2018.

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**QUESTIONS ON NOTICE**

**QON1 Question on Notice - Hollywood Plaza Sign**

Cr Beau Brug has submitted the following questions:

1. Has anything been approved to be on the former Hollywood plaza sign site?
2. What zoning is that location?

General Manager City Development, Mr Terry Sutcliffe has provided the following responses:

1. Council has not been advised of any proposed development for this site at this stage. As per the response to your Questions on Notice in the February 2018 Council agenda, we understand that the removal of the existing sign is proposed by the owner to manage risk and the cost of repair of the existing sign.
2. The site of the existing sign is located in the District Centre Zone, and in the Bulky Goods Policy Area within that zone. The Development Regulations 2008 define ‘bulky goods’ as: “premises used primarily for the sale, rental, display or offer by retail of goods, other than foodstuffs, clothing, footwear or personal effects goods, unless the sale, rental, display or offer by retail of the foodstuffs, clothing, footwear or personal effects goods is incidental to the sale, rental, display or offer by retail of other goods”. Examples cited in the Development Regulations of Bulky Goods include:
  - (a) automotive parts and accessories;
  - (b) furniture;
  - (c) floor coverings;
  - (d) window coverings;
  - (e) appliances or electronic equipment;
  - (f) home entertainment goods;
  - (g) lighting and electric light fittings;
  - (h) curtains and fabric;
  - (i) bedding and manchester;
  - (j) party supplies;
  - (k) animal and pet supplies;
  - (l) camping and outdoor recreation supplies;
  - (m) hardware;
  - (n) garden plants (primarily in an indoor setting);
  - (o) office equipment and stationery supplies;

- 
- (p) baby equipment and accessories;
  - (q) sporting, fitness and recreational equipment and accessories;
  - (r) homewares;
  - (s) children's play equipment

If/when Council receives a development application for this site, this and other relevant provisions of the Development Plan will be applied to the assessment of the application.

**QON2 Question on Notice - City Renewal**

Cr Chad Buchanan has submitted the following question:

1. Can the Mayor please advise how much ratepayers money Council, on behalf of all ratepayers and residents, has invested in infrastructure, amenities and on maintenance in the city centre since 2012?

General Manager Business Excellence, Mr Charles Mansueto has provided the following response:

Since 2012 there has been \$7.2m spent in maintenance activities and \$4.2m in capital initiatives

**QON3 Question on Notice - Commemoration of the Anniversary of World War I**

At the 26/03/2018 Council Meeting, Cr S Reardon asked a question in relation to whether Council had any plans in place to commemorate the 100<sup>th</sup> anniversary of the ending of World War 1.

The Question was taken on Notice.

General Manager Community Development, Ms Pippa Webb has provided the following response:

Council resolved at its meeting on 26/03/2018 (Resolution Number 2416/2018), to form a working party to plan for the 100<sup>th</sup> anniversary of the commemoration of World War 1. Divisions across Community Development will develop a collaborative event series with the members of the working group. Community Development will work in collaboration to deliver a range of experiences for the community which commemorate the anniversary and seek budget if required to deliver

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**QON4 Question on Notice - Development of Land in O’Grady Drive in The Paddocks Precinct**

At the 26/03/2018 Council Meeting, Cr D Bryant asked a question in relation to who owned the parcel of land in O’Grady Drive and whether there were any plans to develop this land.

The Question was taken on Notice.

General Manager City Development, Mr Terry Sutcliffe has provided the following response:

The land referred to is known as Hoyle Green located at 8 O’Grady Drive Para Hills, and is owned by Council. The community land classification was revoked in accordance with Section 194 of the Local Government Act in July 2008. The site has been identified in Council’s Strategic Land Review Implementation Plan (SPDSC4, Strategic Property Development, 11/04/2017) for investigation for development, and a business case for the residential proposal is to be presented to the next meeting of the Strategic Property Development Sub-Committee in 2018

**QUESTIONS WITHOUT NOTICE**

**NOTICES OF MOTION**

**NOM1 Connection and Safety in Mawson Lakes**

Cr Beau Brug has submitted the following Notice of Motion:

That a report be brought forward providing advice on:

1. Options for improving the way that estates of Mawson Lakes are connected for pedestrian use.
2. Ways to improve safety at the crossing of Elder Smith Road, between Cascades and Shoalhaven estates.

**NOM2 Mawson Lakes Traders**

Cr Beau Brug has submitted the following Notice of Motion:

1. That a report be brought forward providing advice on options for maximising parking space available for customers to assist the traders of Mawson Lakes.

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**NOM3 Mawson Lakes Community Garden**

Cr Beau Brug has submitted the following Notice of Motion:

1. That a report be brought forward advising Council on the process for establishing Community Gardens and identifying potential locations in Mawson Lakes.

**NOM4 Improving Parking**

Cr Beau Brug has submitted the following Notice of Motion:

1. That the City of Salisbury write to the Minister for Planning urging him to review the current requirement for development applications of car parking spaces from 0.75 cars per residence to at least 2 cars per residence.

**NOM5 Charge for Large Waste Bins**

Cr Chad Buchanan has submitted the following Notice of Motion:  
That:

1. Council notes that rubbish collection is a core basic service that residents rightly expect the costs to be included in their Council rates.
2. Council notes the current 140ltr bin for general waste is in adequate for some families.
3. Council note how much it has increased the costs for residents to upgrade/change to a 240ltr bin to \$115 and acknowledge that this cost is unaffordable for a number of families.
4. Staff bring back a report and costs to cap the transfer from a 140ltr bin to a 240ltr bin at a once off cost of \$50.

**NOM6 Green Waste**

Cr Chad Buchanan has submitted the following Notice of Motion:

1. That staff and NAWMA to provide a report and costings for the introduction of a free green waste bin collection for all households for consideration in the 2018/19 budget. Costings to include 140ltr and 240ltr options.

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**NOM7 Half Court Basketball Ring - Cascade Village**

Cr Beau Brug has submitted the following Notice of Motion:

1. That a report be brought forward which investigates the appropriateness/feasibility of establishing a “half-court” basketball court at the Cascade Village reserve adjacent the playground at Mawson Lakes.

**NOM8 Increased Use of Public Transport**

Cr Beau Brug has submitted the following Notice of Motion:

1. That the City of Salisbury write to the Minister for Transport requesting that appropriate measures be implemented to accommodate the increased use of public transport and to alleviate overcrowding on trains travelling along the Gawler Line.

**NOM9 Purchase of Alcohol**

Cr Damien Pilkington has submitted the following Notice of Motion:

1. That ratepayer funded expenditure on alcohol, be limited to purchases for:
  - hosted civic events and other official functions involving external guests and stakeholders,
  - where appropriate, for the purpose of presenting gifts, and
  - formal recognition occasions for employees of the City of Salisbury.

**PETITIONS**

No Petitions have been received.

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## COMMITTEE REPORTS

### 1 Policy and Planning Committee Meeting

#### *Chairman - Cr D Pilkington*

Consideration of the minutes of the Policy and Planning Committee Meeting - 16 April 2018 and adoption of recommendations in relation to item numbers:

#### *Administration*

##### **1.0.1 Future Reports for the Policy and Planning Committee**

It is recommended to Council that:

1. The information be received.

##### **1.0.2 Planning Reforms - Introduction of Accredited Professionals Scheme**

It is recommended to Council that:

1. The Accredited Professionals Scheme Discussion Paper be generally supported with feedback to be provided to the Local Government Association and State Government that further consideration be given to:
  - a. The proposed *Land Division Accredited Professional* who may act as a private certifier to be able to take into consideration issues such infrastructure to be donated to councils and building rules issues that may arise from the realignment of property boundaries.
  - b. The minimum experience for an accredited professional to become a private certifier.
  - c. An effective process for monitoring and enforcement of professional conduct to maintain confidence in the planning system that places the same obligations upon state and local government and private accredited professionals, reflecting that the new accreditation system will increase the potential for private certification of development applications.



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## *Community Development*

### **1.1.1 Minutes of the Youth Council Sub Committee meeting held on Tuesday 10 April 2018**

#### **1.1.1-YC1 Youth Council Membership**

It is recommended to Council that:

1. That Council accept the mentor application from Amanda O'Sullivan for the balance of a two year term until 31 December 2019.

#### **1.1.1-YC2 Project Teams Update**

It is recommended to Council that:

1. The information be received and noted.

#### **1.1.1-YC3 Youth Programs and Events Update**

It is recommended to Council that:

1. The information be received and noted.

#### **YCSC-OB1 Community Hub Update**

It is recommended to Council that:

1. That staff provide a report to the Youth Council Sub Committee in June 2018 with an update on the Community Hub.

#### **YCSC-OB2 University Partnership Project Update**

It is recommended to Council that:

1. That staff provide a report to the Youth Council Sub Committee in June 2018 with an update on the University Partnership Project.

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### **1.1.2 Reconciliation Action Plan Status Report and Next Iteration Draft**

It is recommended to Council that:

1. That this report be received.
2. That the RAP Status Report as contained in Attachment 1 to this report (Policy and Planning, 16/04/2018, Item 1.1.2) be noted.
3. That the next RAP Innovate draft as contained in Attachment 3 to this report (Policy and Planning, 16/04/2018 Item 1.1.2) be endorsed for submission to Reconciliation Australia for review.

### **1.1.3 Bowls SA - South Australian Super League**

It is recommended to Council that:

1. The report be noted.
2. Staff be authorised to negotiate a three year, \$15,000 (per year) sponsorship with Bowls SA to secure the inaugural SA Super League in 2018, 2019 and 2020.
3. A budget bid be included in the Draft Annual Plan and Budget for Public Consultation for the amount of \$15k per annum for 3 years, with a copy of the bid to be provided at the May 2018 Budget and Finance Committee.
4. The sponsorship agreement be prepared on the basis of principles outlined in paragraphs 7.3 of the report.

### ***Strategic Asset Management***

#### **1.5.1 The Paddocks Masterplan**

It is recommended to Council that:

1. Council note the report.
2. Council approves the draft Paddocks masterplan and engagement material as contained in Attachments 3 and 4 to this report (Policy and Planning Committee, 16/04/2018 Item No 1.5.1) for consultation.

## 2 Works and Services Committee Meeting

### *Chairman - Cr G Reynolds*

Consideration of the minutes of the Works and Services Committee Meeting - 16 April 2018 and adoption of recommendations in relation to item numbers:

### *Administration*

#### **2.0.1 Future Reports for the Works and Services Committee**

It is recommended to Council that:

1. The information be received.

### *Landscaping*

#### **2.4.1 Reserves and Public Areas - Provision of Facilities**

It is recommended to Council that:

1. The information within the report be received and noted.
2. That Council endorse installation of barbecues at the following sites; The Paddocks as part of the Masterplan implementation, Pitman Park in 2019/20 and Kentish Green in 2020/21, subject to budget approval.
3. The Council endorse installation of toilet facilities at the following sites; The Paddocks as part of the Masterplan implementation, Unity Park in 2019/20 and Kentish Green in 2020/21, subject to budget approval.
4. That further investigation and scoping be undertaken in 2018/19 to better determine costs and locations for each of the above to be included in subsequent years budget deliberations.

#### **2.4.2 Tree Removal Appeal Sub-Committee Information Report**

**See Further Information Item**

#### **2.4.2FI Tree Removal Appeal Sub-Committee Information Report ..... 81**

It is recommended to Council that:

1. The information within the report be received.
2. That tree removal procedure continue to be administratively managed in accordance with the endorsed policy and procedures.
3. The revised and updated tree management policy and tree removal procedure forming Attachments 3 and 4 to this report (Works and Services Committee, 16/04/2018 item 2.4.2) be endorsed.

### **2.4.3 Dedicated Dog Friendly Park at St Kilda**

It is recommended to Council that:

1. The information within the report be received and noted, and that Council not proceed with the development of a dedicated dog park at St Kilda.

### ***Property***

#### **2.5.1 Lease Portion of Lindblom Park to Metro United Women's Football Club**

It is recommended to Council that:

1. Council endorse a further lease be offered to Pooraka Football Club from 1<sup>st</sup> October 2018 to 30<sup>th</sup> September 2023 for the whole of the facility outlined in red and marked B, C and D and a further two sheds outlined in red and a licence for the two ovals outlined in blue on the attachment 1 to this report (Works and Services Committee, 16/04/2018, Item 2.5.1).
2. Subject to Council consent, Pooraka Football Club enter into sub licences with Metro United Women's Soccer Club and Gleeson College Soccer Club under terms established in Council's Sub-licence Policy.

### ***Public Works***

#### **2.6.1 Capital Works Report - April 2018**

It is recommended to Council that:

1. Include within the 2017/18 Third Quarter Budget Review a non-discretionary bid to transfer \$30k available budget from PR17040 Irrigation Renewal Program to PR17147 Tree Screen Renewal Program.
2. Include within the 2017/18 Third Quarter Budget Review a non-discretionary bid to transfer \$150k of available operating budget from Field Services Civil Contractual Services lines to PR12000 Road Reseal Program, plus a non-discretionary \$150k Third Quarter Operating Budget Bid for PR12000 Road Reseal Program to complete the required kerb maintenance prior to asphalt works.

### **2.6.2 Flood Planning Discussion Paper and Update of Council's Flood Management Strategy**

It is recommended to Council that:

1. The information within the report be received.
2. The priority actions arising from the Flood Planning Discussion Paper be endorsed, namely:
  - a. The continued identification and management of critical sites affected by known flooding
  - b. The finalisation of flood mapping with risk indicators of High, Medium and General in a form required for the Planning and Design Code
  - c. Updating of the Stormwater Management Plans
  - d. Implementation of actions in the Stormwater Management Plans
  - e. Introduction of flood mapping into the Development Plan through transition to the Planning and Design Code
  - f. Community Engagement strategy for information based on the Community Engagement Charter as introduced through the State's planning reform process.
3. The Major Flood Mitigation Projects outlined in this report be considered as part of the Major Flooding Program New Initiative Bid, 2018/19 and onwards.
4. Property and Buildings staff be approved to undertake preliminary negotiations with Private and Government Agencies with respect to the purchase of land for Flood Mitigation Purposes, prior to formal Council approval.

### ***Other Business***

#### **W&S-OB1 Rollout of Library Catalogue Computer Systems**

It is recommended to Council that:

1. Staff bring back a report with costings and a proposed timeframe for the rollout of necessary system connections with community centres to enable reservations to be made on the library catalogue computer system and an item delivery system for those sites.

### ***Confidential Items***

***Refer to CONFIDENTIAL ITEMS section of Council Agenda***

#### **2.9.1 Former Council Road Reserve, Ryans Road, Greenfields**

### **3 Resources and Governance Committee Meeting**

#### ***Chairman - Cr S Bedford***

Consideration of the minutes of the Resources and Governance Committee Meeting - 16 April 2018 and adoption of recommendations in relation to item numbers:

#### ***Administration***

##### **3.0.1 Future Reports for the Resources and Governance Committee**

It is recommended to Council that:

1. The information be received.

##### **3.0.2 Proposed changes to Council agendas**

It is recommended to Council that:

That the the order of business listed for consideration on Council's agendas for all future meetings, as proposed in Attachment 1 to this report (Resources and Governance, 16/04/2018, Item No. 3.0.2) be adopted.

#### ***Health, Animal Management and By-laws***

##### **3.3.1 Parking Technology Trials**

It is recommended to Council that:

1. The information be received.
2. An in ground parking sensor trial for a period of 12 months be endorsed for the Mawson Lakes area on Euston Walk, Metro Parade and other streets adjacent to the Mawson Lakes interchange (or other suitable areas as identified), for 50 in-ground sensors.
3. A Licence Plate Recognition trial for a period of 6 months (up to 2 days per week) be endorsed for the Salisbury Town Centre Precinct to include monitoring of Council car parks and on street parking.
4. The Chief Executive officer be authorised to engage an appropriate firm(s) to implement the trials, within Council's normal procurement processes, with funding for the trials to be sourced from the Carparking Reserve Fund.
5. A further report presenting the outcomes of the trials be presented to Council at the conclusion of the trials.

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## ***Corporate Governance***

### **3.6.1 Disposal of Assets other than Land Policy**

It is recommended to Council that:

1. The information be received
2. The Disposal of Assets other than Land Policy as set out in Attachment 1 to this report (Resources and Governance 3.6.1, 16/04/2018), be endorsed.

### **3.6.2 Variations to Delegations**

It is recommended to Council that:

1. Having conducted a review of Delegations in accordance with Section 44(6) of the *Local Government Act 1999*, the Council hereby revokes its previous delegations to the Chief Executive Officer, effective from 29 April 2018 of those powers and functions under the following:
  - 1.1 *Expiation of Offences Act 1996*
    - Sections 8A(4), 9(2), 9(12), 11(1), 11A(1), 12, 13(1), 13(4), 16(6), 16(11), and 18 – Shaded areas of Attachment 2.
  2. In exercise of the powers contained in Section 44 of the Local Government Act 1999, the powers and functions under the following Acts and contained in the proposed Instruments of Delegation forming attachments to this report (Attachments 2 and 3, Item No. 3.6.2, Resources and Governance Committee, 16/04/2018) are hereby delegated from 30 April 2018 to the person occupying the office of Chief Executive Officer, subject to the conditions and or limitations specified herein or in the Schedule of Conditions contained in the proposed Instruments of Delegation under the *Expiation of Offences Act 1996* and the *Fines Enforcement and Debt Recovery Act 2017* as follows:
    - 2.1 *Expiation of Offences Act 1996*
      - 8A(4), 8A(6a), 11(1), 11A(1), 12, 16(1), 16(6), 16(11), and 18 – Shaded areas of Attachment 2.
    - 2.2 *Fines Enforcement and Debt Recovery Act 2017*
      - Entire Instrument of Delegation – Attachment 3
3. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the Local Government Act 1999 as the Chief Executive Officer sees fit otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the *Expiation of Offences Act 1996* and the *Fines Enforcement and Debt Recovery Act 2017*.

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### **3.6.3 Media Policy Review**

It is recommended to Council that:

1. The Media Policy, as set out at Attachment 2 to this report (Item No. 3.6.3, Resources and Governance Committee, 16/04/2018) be deferred to June 2018.

### **3.6.4 Review of 'City of Salisbury Code of Practice for Meeting Procedures'**

It is recommended to Council that:

1. The information be received.
2. The updated Code of Practice for Meeting Procedures (as set out in Attachment 1, Resources and Governance Committee, Item No. 3.6.4, 16/04/2018) be endorsed.

### **3.6.5 Review of the Affordable Housing Policy for Council Owned Surplus Land**

It is recommended to Council that:

1. That the report be noted.
2. That the 'Affordable Housing Policy – Development of Surplus Council Owned Land' provided as Attachment 1 to this report (Item No. 3.6.5, Resources and Governance Committee, 16/04/2018) be endorsed.



## 4 Audit Committee Meeting

### *Chairman - Cr G Reynolds*

Consideration of the minutes of the Audit Committee Meeting - 10 April 2018 and adoption of recommendations in relation to item numbers:

### *Reports*

#### **4.2.1 Draft 2018/19 Annual Plan and Budget**

It is recommended to Council that:

That:

1. The information be received
2. It be noted that the Audit Committee have reviewed the Council's Annual Plan and Long Term Financial Plan in accordance with S126(4)(ab) of the Local Government Act 1999 and has provided comment for Budget and Finance Committee consideration in the following paragraph 3.
3. It is the assessment of the Audit Committee that:
  - a) A rate increase at CPI+0.6% provides for ongoing financial sustainability and enables the Council to continue to respond to Community's changing needs, improve service levels, and maintain and improve infrastructure to meet contemporary standards.
  - b) Recognising that City of Salisbury is in a strong financial position, a 2% rate increase in 2018/19, followed by CPI+0.6% in following years can maintain Councils long term financial sustainability.
  - c) The risks posed by Council adopting a one-off low increase at or below CPI are significant, and include:
    - The compounding effect of lower income over the life of the long term financial plan;
    - Increased financial uncertainty created by State Government's likely introduction of a Council rate cap for future years (after 2018/19).
    - The uncertainty surrounding State Government policy direction for funding infrastructure, and the implications for councils.
    - A one-off low increase at or below CPI makes it likely that at a point during the 10 year Long Term Financial Plan, Council will have to run a deficit budget.
    - Placing the burden of restoring financial stability on future Councils, this may involve higher rate increases, and/or reductions in services or service standards.
    - Negatively impact on Council's ability to invest in infrastructure.
4. It be noted that Access Economics forecast CPI for South Australia for the year ended 2017/18 is 2.08% (Deloitte Access Economics, *Business Outlook*, Dec 2017).

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## 6 Budget and Finance Committee Meeting

### *Chairman - Cr R Zahra*

Consideration of the minutes of the Budget and Finance Committee Meeting – 4 April 2018 and adoption of recommendations in relation to item numbers;

#### **6.4.1 Belgravia Presentation**

It is recommended to Council that:

1. That the presentation by Belgravia be noted.
2. Council give further consideration of proposed Belgravia fees and charges as part of ongoing budget process.
3. Council provide in principle support on the proposed liquor licensing as proposed by Belgravia for Parafield Gardens Recreation Centre and Little Para Golf Course and bring back a further report.
4. Investigate if there is any assistance Council can offer the Salisbury Tennis Club in relation to fees being charged to the Club and provide a report to Council.

#### **6.4.2 Long Term Financial Plan Update**

It is recommended to Council that:

1. The information be received.

#### **6.4.3 Budget Status Update**

It is recommended to Council that:

1. The information be received.
2. Further Long Term Financial Plan scenarios, in addition to those already presented, be prepared for consideration:
  - 0.5% in Year 1 and then returning to the Long Term Financial Plan of 3%
  - CPI for the whole 10 years
  - 1% in Year 1 and then returning to the Long Term Financial Plan of 3%
  - 0% in Year 1 and then returning to the Long Term Financial Plan of 3%
3. The Long Term Financial Plan scenarios in paragraph (2) above, and discussed at the Special meeting of the Budget and Finance Committee on 4 April 2018, be forwarded to Council's Audit Committee to provide comment for the ordinary meeting of the Budget and Finance Committee on 16 April 2018, to consider as part of its deliberations.

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#### **6.4.4 Fees and Charges**

It is recommended to Council that:

1. The information be received.

#### **B&F-OB1 Revised Budget Summary**

It is recommended to Council that:

1. That staff provide a revised budget summary reflecting no increase in fees and charges in 2018/19.

Consideration of the minutes of the Budget and Finance Committee Meeting - 16 April 2018 and adoption of recommendations in relation to item numbers:

#### ***Administration***

##### **6.0.1 Future Reports for the Budget and Finance Committee**

It is recommended to Council that:

1. The information be received.

#### ***Financial Sustainability***

##### **6.2.1 Financial Sustainability Indicators**

It is recommended to Council that:

1. The Operating Ranges for Financial Sustainability Indicators be set as follows
  - a. Operating Surplus Ratio: between 0.5% and 5%
  - b. Net Financial Liabilities Ratio: less than 40%
  - c. Asset Sustainability Ratio: between 90% and 110%
2. The Operating Ranges for Financial Sustainability Indicators be reviewed as part of considering future Long Term Financial Plan updates.

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*Annual Plan and Budget*

**6.4.1 Budget Bids 2018/19**

**OPN213: Hard Waste – Change of Service Level for Home Collection Service - \$220,000**

It is recommended to Council that:

That the budget bid OPN213: Hard Waste – Change of Service Level for Home Collection Service, as contained in Attachment 1 to this report (Budget and Finance Committee, 16 April 2018, Item 6.4.1), be endorsed for inclusion in the Draft 2018/19 Annual Plan and Budget.

**DWR097: Watercourse Management Works Program - \$758,000**

It is recommended to Council that:

That the budget bid DWR097 – Watercourse Management Works Program, as contained in Attachment 1 to this report (Budget and Finance Committee, 16 April 2018, Item 6.4.1), be endorsed for inclusion in the Draft 2018/19 Annual Plan and Budget.

**TRN131: St Kilda Master Plan - \$200,000 net (\$300,000 expenditure, \$100,000 funding)**

It is recommended to Council that:

That the budget bid TRN131 – St Kilda Master Plan, as contained in Attachment 1 to this report (Budget and Finance Committee, 16 April 2018, Item 6.4.1), be endorsed for inclusion in the Draft 2018/19 Annual Plan and Budget.

#### 6.4.1 Budget Bids 2018/19

It is recommended to Council that:

1. The four year Budget Bid Program as per Attachment 1 to this report (Budget and Finance Committee, 16 April 2018 Item 6.4.1), be endorsed for inclusion in the Draft 2018/19 Annual Plan and Budget, with 2018/19 net expenditure totalling:

|                                  |              |
|----------------------------------|--------------|
| • Capital                        | \$38,076,000 |
| • Information Technology         | \$893,000    |
| • Plant, Furniture and Equipment | \$3,066,000  |
| • Operating                      | \$1,423,480  |

#### 6.4.2 Budget Status Update

It is recommended to Council that:

1. Information be received.
2. The Long Term Financial Plan be set with an ongoing rate increase of CPI+0.6% for years two to ten, noting that year one is to be set at the level determined through the consideration of Item 6.4.3 Rating Strategy April 2018.

#### 6.4.3 Rating Strategy 2018/19

It is recommended to Council that:

1. Information be received.
2. The rate increase based on a 2.0% average increase, and no change to the minimum rate, be endorsed as the basis for setting rates in 2018/19 and included in the Draft Annual Plan & Budget for public consultation.
3. The current general rate capping policy (as set out in section 3.6 of this report, Item No. 6.4.3, Budget and Finance Committee, 16/04/2018) remains unchanged for 2018/19.

#### **6.4.4 Higher Value Property Review**

It is recommended to Council that:

1. The Higher Property Value Rate Remission for 2018/19 for residential properties be set on the following basis:

| Tier | Value Range           | Rate Adjustment |
|------|-----------------------|-----------------|
| 1    | 0- \$500,000          | 0               |
| 2    | \$500,001 - \$605,000 | 15%             |
| 3    | >\$605,000            | 35%             |

#### **6.4.4 Further Motion: Higher Value Property Review**

It is recommended to Council that:

That a further report be provided informing Council of the effect of amending the value range of tier 2 to \$450,000, and increasing the rate adjustment for the middle tier to 20% and 25%.

#### **6.4.5 Draft 2018/19 Annual Plan and Budget**

It is recommended to Council that:

1. Information be received.
2. Draft 2018/19 Annual Plan and Budget be endorsed for the purposes of Public Consultation, subject to further editing and formatting improvements without changing the substantive nature of the document, and changes required to reflect decisions of Council made at Budget and Finance Meeting 16 April 2018 and Council 23 April 2018.

#### **6.4.6 2018-19 New Initiative Bid Variance with Endorsed Asset Management Plans**

It is recommended to Council that:

1. The Strategic Asset Management Plans endorsed in 2015 and revised in 2017 be revised and updated to reflect changes outlined in this report and attachments, and these revised figures be used as the basis of future Asset Sustainability Ratio calculations for the 2018/19 financial year.
2. Staff be authorised to adjust the Asset Management Plans to reflect any further changes to New Initiative Bids for the 2018/19 Annual Budget.
3. Staff develop a new suite of Asset Management Plans commencing in 2018/19 for endorsement with year one reflecting the endorsed renewal budget.

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### **6.4.7 Long Term Financial Plan and Budget Workshops Actions Update**

It is recommended to Council that:

1. Information be received and noted.

### ***Rating Matters***

#### **6.6.1 Public Awareness - Rates Notice Information**

It is recommended to Council that:

1. That the information be received.
2. That staff coordinate and display timely and relevant public awareness messages on rates notices and envelopes that are informative to our ratepayers, with Local Government Elections being the focus for the Quarter 1 and 2 2018/19 rate notices which are posted to our ratepayers in July and October as per the requirements under the Local Government Act.

### ***Other Business***

#### **6.8.1 Project Budget Delegations**

It is recommended to Council that:

1. A Financial Delegation (the Project Budget Delegation) continue to be provided to the relevant General Manager to increase an approved budget of an individual capital project in the financial year provided that the program (Information Technology, Transportation, Property and Buildings, Drainage and Waterways, Parks and Streetscapes, Plant, Furniture and Equipment, Water Business Unit, Strategic Projects and Strategic Property) and sub-classification (new, renewal) will not exceed budget, and that there is no change in project scope as a result.
2. The Project Budget Delegation limit continue to be set at \$15,000 per individual capital project with a budget up to \$150,000 in each financial year, and 10% of the project value for projects with budgets greater than \$150,000 in each financial year.
3. In any quarter when the Project Budget Delegation is exercised a separate standalone report continue to be presented to the Budget and Finance Committee at the end of that quarter with details also to be reported in the Quarterly Budget Review.
4. The Project Budget Delegation be reviewed during the 2019/20 Budget process.

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*Confidential Items*

*Refer to CONFIDENTIAL ITEMS section of Council Agenda*

**6.9.1 NAWMA Presentation – 4 April 2018**

**6.9.1 Outstanding Sundry Debt - Write Off Request – 16 April 2018**



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**7 Sport, Recreation and Grants Committee Meeting**

***Chairman - Cr J Woodman***

Consideration of the minutes of the Sport, Recreation and Grants Committee Meeting - 9 April 2018 and adoption of recommendations in relation to item numbers:

***Administration***

**7.0.1 Future Reports for the Sport, Recreation and Grants Committee**

It is recommended to Council that:

1. The information be received.

***Community Grants***

**7.2.1 Youth Sponsorship Applications - March 2018**

It is recommended to Council that:

1. The information be received.

**7.2.2 Community Grants Program Applications for April 2018**

It is recommended to Council that:

1. The information be received and noted.

**7.2.3 03/2018: St Joseph Italian Community Centre Inc. - Community Grants Program Application**

It is recommended to Council that:

1. The information be received and noted.

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**GENERAL BUSINESS**

GB1 Section 270 Review of a Council Decision – 18 December 2017 –  
Community Hub ..... 85

**OTHER BUSINESS**

**MAYOR'S DIARY**

MD1 Mayor's Diary ..... 121

**REPORTS FROM COUNCIL REPRESENTATIVES**

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## CONFIDENTIAL ITEMS

### 2.9.1 Former Council Road Reserve, Ryans Road, Greenfields

Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on that grounds that:

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 information would protect Council's commercial position and confidential information provided by a third party and allow this matter to be considered in detail prior to a Council position in relation to this matter being determined

*On that basis the public's interest is best served by not disclosing the **Former Council Road Reserve, Ryans Road, Greenfields** 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.

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### 6.9.1 NAWMA Presentation – 4 April 2018

Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on that grounds that:

1. Pursuant to Section 90(2) and (3)(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 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 matter and discussion of this item in confidence would protect confidential information provided by NAWMA relating to proposed commercial negotiations regarding waste management and Council's commercial position.

*On that basis the public's interest is best served by not disclosing the **NAWMA Presentation** 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.

### 6.9.1 Outstanding Sundry Debt - Write Off Request – 16 April 2018

Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on that grounds that:

1. *Pursuant to Section 90(2) and (3)(a) 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 would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*
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 matter and discussion of this item in confidence would protect information related to the personal affairs of any person (living or dead) and proposed action by Council*

*On that basis the public's interest is best served by not disclosing the **Outstanding Sundry Debt - Write Off Request** 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.*

**CLOSE**



John Harry  
**CHIEF EXECUTIVE OFFICER**





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

**26 MARCH 2018**

**MEMBERS PRESENT**

Mayor G Aldridge  
Cr L Caruso (Deputy Mayor)  
Cr D Balaza  
Cr B Brug  
Cr D Bryant (*from 6:34 pm*)  
Cr C Buchanan  
Cr G Caruso  
Cr E Gill  
Cr D Pilkington  
Cr D Proleta  
Cr S Reardon  
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 Governance, Mr M Petrovski  
Manager Communications and Customer Relations, Mr M Bennington  
Governance Support Officer, Ms K Boyd

The meeting commenced at 6:31 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 R Cook and Cr G Reynolds.

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**LEAVE OF ABSENCE**

Leave of absence for this meeting was previously granted to Cr S White.

**PUBLIC QUESTION TIME**

The Mayor advised there were no questions received for Public Question Time.

**DEPUTATIONS**

**DEP1 Land at 4-8 Coventry Street and Traffic Issues in Mawson Lakes**

*Cr D Bryant entered the meeting at 6:34 pm.*

*Cr D Bryant left the meeting at 06:34 pm.*

*Cr J Woodman left the meeting at 06:44 pm.*

*Cr J Woodman returned to the meeting at 06:45 pm.*

*Cr D Bryant returned to the meeting at 06:48 pm.*

Mr Michael Slattery addressed Council in relation to a petition submitted to Council with respect to land at 4-8 Coventry Street being rezoned as open land and traffic issues to be addressed in Mawson Lakes.

**Bringing forward Item PET1 to this point on the Agenda**

Moved Cr D Pilkington

Seconded Cr B Brug

That Item PET1 be brought forward to this point on the Agenda.

**CARRIED  
2344/2018**

**PETITIONS**

**PET1 Petition requesting the land at 4-8 Coventry Street to be rezoned as open land and parking issues to be addressed within Mawson Lakes.**

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

Moved Cr D Pilkington

Seconded Cr D Balaza

1. The attached notice of petitions in relation to the land 4-8 Coventry Street to be rezoned as open land and parking issues to be addressed within Mawson Lakes be received.
2. Council note that staff propose to report back to Council addressing the petition in May 2018.

**CARRIED  
2345/2018**

*The majority of members present voted IN FAVOUR of the MOTION.  
Cr D Bryant voted IN FAVOUR of the MOTION.*



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## PRESENTATION OF COMMUNITY GRANT CHEQUES

The following club was presented with a cheque as part of the Community Grants process:

- Salisbury 8 Ball & Sports Association of SA Inc. – West Ward

## PRESENTATION OF MINUTES

Moved Cr D Pilkington  
Seconded Cr R Zahra

The Minutes of the Council Meeting held on 26 February 2018, be taken and read as confirmed.

**CARRIED**  
**2346/2018**

Moved Cr S Reardon  
Seconded Cr J Woodman

The Minutes of the Confidential Council Meeting held on 26 and 28 February 2018, be taken and read as confirmed. Cr Rear4don/Cr Woodman

**CARRIED**  
**2347/2018**

## QUESTIONS ON NOTICE

### **QON1     Review of Media Policy**

At the 26/02/2018 Council Meeting, the Mayor took on notice the following question from Mr David Waylen of John Street, Salisbury:

Will Council consider a review and tightening of the Council's Media Policy that was adopted in February 2107?

*Response:*

A report is scheduled to be presented to the April 2018 meeting of the Resources and Governance Committee.

---

**QON2 Question on Notice - Delegation to Mobara**

Cr Beau Brug submitted the following question:

1. What is the purpose, benefits and cost to the City of Salisbury from sending a delegation to Mobara, Japan of maximum 15 members headed by Mayor Gillian Aldridge and the Chief Executive Officer John Harry comprised of staff and elected members?

General Manager Community Development, Ms Pippa Webb provided the following response:

**Purpose:**

The purpose of the Mobara visits are contained in the Sister City Agreement Signed on 25 May 2002, by the then Mayors of Salisbury Tony Zappia and the Mayor of Mobara Tsuneo Ishii, which states “we hereby pledge to establish formal ties of friendship, to the promotion of mutual understanding and goodwill and to exchanges between the citizens of both cities in a wide range of fields, including education, culture, business and sports”

Most recently the Strategic and International Sub Committee and in turn Council has adopted a Policy and Selection and Maintenance Procedure to guide any new relationship requests, which states the purpose of relationships, is to “promote relevant cultural and historic ties and foster economic links and knowledge sharing”.

**Benefits:**

The 2002 agreement states “the Sister Cities Agreement .....will become a living example of the strong relationship between Australia and Japan...” ... “We hope that it will inspire the development of the youth of both cities to continue to build bonds of friendship and understanding between our communities”.

A number of benefits have been derived from the relationship including; regular sporting and school exchanges, cultural exchanges and the development of parks and events which pay tribute to the relationship. These activities are of benefits emanate from the linkages established from the Council to Council exchange program.

At the last exchange with Mobara staff discussed the use of data and information to improve services. Information was also exchanged regarding female participation on Council and within the local Council workforce. Other topics included the growth of the economy in both Cities, the role of local government in Schools service provision and the impact of climate change on Councils’ services.

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**Cost:**

Cost estimate for the visit to Mobara, is in the order of \$4000. This estimate has been based on the 2014 delegation visit where Council paid for one staff member, and all other participants self-funded their visit. The estimate is consistent with the current proposal being considered by Council. The cost of the 2014 visit was \$4053.22

**QON3 Question on Notice - Parafield Airport Master Plan**

Cr Beau Brug submitted the following question:

Is there any opportunity for residents to lodge their ideas, issues, complaints and/or concerns with the Parafield Airport Masterplan that has recently been approved?

General Manager City Development, Mr Terry Sutcliffe provided the following response:

The formal public consultation period for the Master Plan ran between 24 July and 18 October 2017, and has closed. Accordingly there is no formal avenue for residents to lodge submissions on the Master Plan, which has now been approved. However should residents have queries in relation to the Master Plan it is recommended that they contact the airport operators by phoning +61 8 8307 5700, or through email at [airport@aal.com.au](mailto:airport@aal.com.au)

For aircraft noise issues, complaints are handled through the Federal agency Air Services Australia (ph 1800 802 584) or via a web based complaint form at <https://complaints.bksv.com/asa>

It should be noted that Council has no authority or control over the Parafield Airport or its operations as it is located on Commonwealth land. Upon receipt of queries on the Master Plan or airport operations we refer people to either the airport or to Air Services Australia (noting that in relation to aircraft noise complaints they must be logged by the complainant, not by Council as an intermediary).

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**QUESTIONS WITHOUT NOTICE**

**QWON1 Commemoration of the Anniversary of World War I**

Cr S Reardon asked a question in relation to whether Council had any plans in place to commemorate the 100<sup>th</sup> anniversary of the ending of World War 1.

The Question was taken on Notice.

**QWON2 Development of Land in O’Grady Drive in The Paddocks Precinct**

Cr D Bryant asked a question in relation to who owned the parcel of land in O’Grady Drive and whether there were any plans to develop this land.

The Question was taken on Notice

**NOTICES OF MOTION**

**NOM1 Automated 24 Hour Public Toilets**

Moved Cr B Brug  
Seconded Cr D Balaza

1. That Council staff report on the costs and feasibility of installing public automated 24hour accessible toilets across Salisbury, at high traffic/appropriate locations.

**CARRIED  
2348/2018**

**NOM2 Mawson Lakes Indented Parking Bays**

Moved Cr B Brug  
Seconded Cr D Balaza

1. That staff report into areas in Mawson Lakes that indented parking bays could be implemented to ease parking and traffic issues.

**CARRIED  
2349/2018**

**NOM3 Budget Meetings**

*Cr B Brug left the meeting at 07:27 pm.  
Cr B Brug returned to the meeting at 07:28 pm.*

Moved Cr C Buchanan  
Seconded Cr B Brug

That:

1. Council acknowledge that ratepayers and residents expect budget information, budget presentations, long term financial planning and rate increase considerations to be debated in public, on the record and minuted as opposed to closed weekend workshops or other informal briefings.
2. As part of the 2018-19 budget process, all discussions and workshops be made open to the public and be done in formal committee deliberations.
3. All briefing papers and information provided to Elected Members as part of the 2018/19 budget process be made publicly available and included as an information item to the Budget and Finance Committee.

**CARRIED  
2350/2018**

**NOM4 Delegation to Mobara July - August 2018**

Moved Cr C Buchanan  
Seconded Cr D Bryant

1. That with regard to Council’s decision of 18 December 2017, to accept the invitation for representatives of the City of Salisbury to attend the Tanabata-Matsuri Festival in Japan in 2018, the CEO write to his counterpart at the City of Mobara thanking him for the invitation, and advise that Council will not be sending a delegation to attend the Tanabata-Matsuri Festival in 2018.

**LOST**

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

*Crs B Brug, D Bryant and C Buchanan*

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

*Crs L Caruso, D Balaza, G Caruso, E Gill, D Pilkington, D Proleta, S Reardon, J Woodman and R Zahra*

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

**NOM5 Staff Exchange Program with Mobara**

*Cr B Brug left the meeting at 08:25 pm.*

Moved Cr C Buchanan

Seconded Cr D Balaza

1. That Council not proceed with a staff exchange program with Mobara, Japan, as proposed by the Strategic and International Partnerships Sub-Committee due to staff being required at the City of Salisbury.
2. Council thank the City of Mobara and invite them to send a staff member to the City of Salisbury.

With leave of the meeting and consent of the seconder Cr C Buchanan VARIED the MOTION as follows:

1. That Council not proceed with a staff exchange program with Mobara, Japan, as proposed by the Strategic and International Partnerships Sub-Committee due to staff being required at the City of Salisbury.

Moved Cr G Caruso

Seconded Cr D Proleta

That the MOTION be PUT

**CARRIED  
2351/2018**

**The MOTION was PUT and CARRIED**

**CARRIED  
2352/2018**

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

*Crs L Caruso, D Balaza, D Bryant, C Buchanan, G Caruso, E Gill, D Pilkington, D Proleta, S Reardon, J Woodman and R Zahra*

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

*Nil*

*The Mayor declared the **MOTION** was **CARRIED***

*Cr B Brug returned to the meeting at 08:31 pm.*

**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 8:31 pm.

The meeting reconvened at 8:41 pm.

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## COMMITTEE REPORTS

### 1 Policy and Planning Committee Meeting

Minutes of the Policy and Planning Committee Meeting held on 19 March 2018 were considered by Council.

#### *Administration*

#### 1.0.1 Future Reports for the Policy and Planning Committee

Moved Cr R Zahra  
Seconded Cr G Caruso

1. The information be received.

**CARRIED**  
**2353/2018**

#### 1.0.2 Minutes of the Tourism and Visitor Sub Committee meeting held on Wednesday 14 March 2018

##### 1.0.2-TVSC1 Appointment of Deputy Chairman - Tourism and Visitor Sub Committee

Moved Cr D Pilkington  
Seconded Cr E Gill

1. Mr David Waylen be appointed as Deputy Chairman of the Tourism and Visitor Sub Committee for the remainder of the current Council term.

**CARRIED**  
**2354/2018**

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**1.0.2-TVSC2 Recreational Vehicle (RV) Park Assessment  
for Pioneer Park**

*Cr D Balaza declared a material conflict of interest on the basis of being a member of the Salisbury Business Association. Cr D Balaza left the meeting at 08:43 pm.*

*Cr C Buchanan sought leave of the meeting to speak for a second time and leave was granted.*

*Cr S Reardon sought leave of the meeting to speak for a second time and leave was granted.*

Moved Cr D Pilkington

Seconded Cr G Caruso

1. That the report be noted.
2. That until such time as formal correspondence has been received from the CMCA for the establishment of an RV park in the city centre precinct and environs, that the matter be deferred.

**CARRIED  
2355/2018**

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

*Crs L Caruso, D Bryant, G Caruso, E Gill, D Pilkington and D Proleta*

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

*Crs B Brug, C Buchanan, S Reardon, J Woodman and R Zahra*

*The Mayor declared the **MOTION** was **CARRIED***



**1.0.2-TVSC3 Draft Adelaide International Bird Sanctuary Management Plan**

Moved Cr D Pilkington  
 Seconded Cr E Gill

1. The City of Salisbury supports the formation of the Adelaide International Bird Sanctuary National Park – Winaityinaityi Pangkara and the related Draft Management Plan for the proposed National Park.
2. The response to the call for comment on the Draft Management Plan from the Department of Environment, Water and Natural Resources include:
  - a. Council’s Tourism and Visitor Strategy (2016-2021);
  - b. Council’s St Kilda Stage 2 Master Plan;
  - c. The summary sheet of comments provided as Attachment 6 to Item TVSC3 of the Tourism and Visitor Sub-committee agenda dated 14 March 2018; and
  - d. A request for the Department of Environment, Water and Natural Resources to engage with the City of Salisbury in the future development of operational plans and actions of the Adelaide International Bird Sanctuary National Park – Winaityinaityi Pangkara Management Plan.

**CARRIED  
 2356/2018**

*Cr D Balaza returned to the meeting at 09:22 pm.*

**TVSC-OB1 Meeting Attendance**

Moved Cr D Pilkington  
 Seconded Cr E Gill

That Members Jack Buckskin and Janine Kraehenbuehl be contacted regarding non attendance at meetings and report to Council on their membership status.

**CARRIED  
 2357/2018**

**TVSC-OB2 Secret Garden**

Moved Cr D Pilkington  
 Seconded Cr E Gill

That the City of Salisbury be congratulated on the success of the Secret Garden and receiving the Bank SA Best Event Award for week three of the Adelaide Fringe.

**CARRIED  
 2358/2018**

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*Cr D Bryant left the meeting at 9:23 pm.*

**1.0.3 Proposed Changes to Council Agendas and Future Training for Elected Members**

*Cr Bryant returned to the meeting at 9:26 pm.*

Moved Cr D Pilkington

Seconded Cr B Brug

That:

1. The changes to Council agendas as proposed in Attachment 1 to this report (Policy and Planning Item No.1.0.3, 19/03/2018) be adopted for implementation at the May meeting of Council, namely:
  - enabling the “en bloc” adoption of Committee recommendations to Council, and
  - requiring the administration to comment and to provide key information to Council in relation to each Motion on Notice listed on the Council Agenda,
2. Approve the following training workshops to be scheduled and provided to Elected Members:
  - Council meeting procedures - “refresh” workshop,
  - the conflict of interest provisions - “refresh” workshop,
  - Elected Members Code of Conduct, and
  - Local Government elections – “do and don’t”.

**CARRIED  
2359/2018**

**Further Motion**

Moved Cr R Zahra

Seconded Cr L Caruso

That:

The proposed changes to the Agenda be reported at the next Council meeting taking into account the following suggestions made by Cr D Pilkington:

- Inclusion of Public Question Time
- Questions Without Notice being at the beginning of the Agenda
- Inclusion of two Motions on Notice in two sections –
  - Notices of Motion relating to Items, and
  - Notices of Motion not relating to Items that are on the existing Agenda

**CARRIED  
2360/2018**

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**1.0.4 Elected Members Strategic Workshop - 24 February 2018**

Moved Cr G Caruso  
Seconded Cr R Zahra

That Council:

1. Note the summary of discussion points raised during the Elected Member Strategic Workshop held on Saturday, 24 February 2018 at the Mawson Lakes Centre, contained in Attachment 1 to this report (Policy and Planning Item No.1.0.4, 19/03/2018).

**CARRIED  
2361/2018**

***Community Development***

**1.1.1 Community Street Art Program**

Moved Cr D Pilkington  
Seconded Cr R Zahra

1. That this item be deferred for one month.

**CARRIED  
2362/2018**

### 1.1.2 City of Salisbury Events

*Cr J Woodman left the meeting at 09:31 pm and did not return.*

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

Moved Cr D Pilkington

Seconded Cr C Buchanan

1. That it be noted that:
  - a. the existing events currently resourced in the Community Planning and Vitality Review (resolution number 1824/2017) in the Program Review are listed in Section 4.2 of this report.
  - b. budget savings of \$35,000 from Australia Day will be reported at the 3<sup>rd</sup> quarter budget review.
2. That staff be authorised to prepare a three year New Initiative Bid for \$183,500 per year for consideration in the 2018/2019 Budget for the following:
  - Australia Day Picnic for \$59,500 each year.
  - Salisbury Food and Cultural Festival partnered event for \$20,000 each year
  - Salisbury Plays Bridgestone Reserve event for \$20,000 each year
  - Salisbury Plays at St Kilda event for \$22,500 each year
  - Salisbury Plays at Mawson Lakes event for \$22,500 each year
  - Salisbury Plays at Ingle Farm event for \$20,000 each year
  - Christmas Parade partnered event for \$9,000 each year
  - \$10,000 contingency for public safety, risk management and inclement weather associated with delivery of events.
3. That staff prepare a further report to be brought to Council in May 2018 regarding future delivery of Salisbury Secret Garden following a review of the 2018 event.
4. That an additional \$60,000 be made available to the Sport Recreation and Grants Committee to allow eight events per year with a maximum of \$5000 per event, and two \$10,000 events.

5. That if recommendation 4 is endorsed that staff be authorised to prepare a three year New Initiative Bid for \$90,000 comprising of increased funding for events with \$60,000 per year made available through the Sport Recreation and Grants Committee and \$30,000 to ensure events are supported with risk management, internal coordination, additional field services (eg. ancillary works, additional mowing, additional clean up) to maintain Councils reputation.
6. That a sponsorship policy, guidelines and application process for the new category of Grant consistent with funding criteria for events listed in Attachment 2 be prepared for Sport Recreation and Grants Committee consideration.

With leave of the meeting and consent of the seconder Cr D Pilkington VARIED the MOTION as follows:

1. That it be noted that:
  - a. the existing events currently resourced in the Community Planning and Vitality Review (resolution number 1824/2017) in the Program Review are listed in Section 4.2 of this report.
  - b. budget savings of \$35,000 from Australia Day will be reported at the 3<sup>rd</sup> quarter budget review.
2. That staff be authorised to prepare a three year New Initiative Bid for \$183,500 per year for consideration in the 2018/2019 Budget for the following:
  - Australia Day Picnic for \$59,500 each year.
  - Salisbury Food and Cultural Festival partnered event for \$20,000 each year
  - Salisbury Plays Bridgestone Reserve event for \$20,000 each year
  - Salisbury Plays at St Kilda event for \$22,500 each year
  - Salisbury Plays at Mawson Lakes event for \$22,500 each year
  - Salisbury Plays at Ingle Farm event for \$20,000 each year
  - Christmas Parade partnered event for \$9,000 each year
  - \$10,000 contingency for public safety, risk management and inclement weather associated with delivery of events.
3. That staff prepare a further report to be brought to Council in May 2018 regarding future delivery of Salisbury Secret Garden following a review of the 2018 event.
4. That an additional \$60,000 be made available to the Sport Recreation and Grants Committee to allow eight events per year with a maximum of \$5000 per event, and two \$10,000 events.

5. That if recommendation 4 is endorsed that staff be authorised to prepare a three year New Initiative Bid for \$90,000 comprising of increased funding for events with \$60,000 per year made available through the Sport Recreation and Grants Committee and \$30,000 to ensure events are supported with risk management, internal coordination, additional field services (eg. ancillary works, additional mowing, additional clean up) to maintain Councils reputation.
6. That a sponsorship policy, guidelines and application process for the new category of Grant consistent with funding criteria for events listed in Attachment 2 be prepared for Sport Recreation and Grants Committee consideration.
7. That a future report be brought back discussing the potential to rotate location of events in future financial years, or contemplate alternating venues.

**CARRIED  
2363/2018**

**1.1.3 Status of Salisbury Active Community Network (SACNET)**

Moved Cr D Pilkington  
Seconded Cr L Caruso

1. A review of the Salisbury Support and Recreation Network be conducted.

**CARRIED  
2364/2018**

**1.1.4 Minutes of the Strategic and International Partnerships Sub Committee meeting held on Wednesday 14 March 2018**

**1.1.4-SIPSC1 Presentation of the Minutes of the Strategic and International Partnerships Sub Committee Meeting held on 14 November 2017**

Moved Cr D Pilkington  
Seconded Cr G Caruso

1. The Minutes of the Strategic and International Partnerships Sub Committee Meeting held on 14 November 2017, be taken and read as confirmed.

**CARRIED  
2365/2018**

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**1.1.4-SIPSC2 Future Reports for the Strategic and International Partnerships Sub Committee**

Moved Cr D Pilkington  
Seconded Cr G Caruso

1. The information be received.

**CARRIED  
2366/2018**

**1.1.4-SIPSC3 Strategic and International Partnerships Sub Committee Membership**

Moved Cr D Pilkington  
Seconded Cr G Caruso

1. That;
  - a. the Sub-Committee note the correspondence from Fr O'Brien, and his change of parish from Salisbury to Port Adelaide-Enfield Council area.
  - b. Staff prepare a letter on behalf of the Mayor to thank Fr O'Brien for his participation on the Sub-Committee.
2. Staff seek a membership nomination from Northern Economic Leaders to fulfil the membership requirements as per the Strategic and International Partnerships Sub Committee Terms of Reference Clause 4.1.

**CARRIED  
2367/2018**

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**1.1.4-SIPSC4 Strategic Civic Building Partnerships**

Moved Cr D Pilkington  
Seconded Cr G Caruso

1. That this report be received.
2. That the business case set out in Attachment 1 to this report (Item No. SIPSC, Strategic and International Sub Committee, 13/02/2018) be noted.
3. That best and continuing opportunity to deliver on the relationships suggested by the Sub Committee are within existing operations of Council under the Reconciliation Action Plan and Intercultural Strategic Action Plan.
4. That staff write to the RAP and intercultural working groups recommending that opportunities for the formation of strategic civic partnerships within their respective areas be investigated to achieve the aims as per para 1.1.ii of the report.

**CARRIED  
2368/2018**

**1.1.4-SIPSC5 Request for Development of a Sister City Relationship from Bharatpur Municipality, Nepal**

Moved Cr D Pilkington  
Seconded Cr G Caruso

1. That this report be received.
2. That the request for a Sister City relationship between the Bharatpur Municipality of Nepal and the City of Salisbury outlined in attachment 1 to this report (Item No, SIPSC1, Strategic Partnerships Sub Committee, 13/02.2018) be declined based on the assessment undertaken in attachment 4 to this report (Item No. SIPSC4, Strategic Partnerships Sub Committee, 13/02.2018).
3. That a letter be prepared for the Mayor's signature to advise the Embassy of Nepal of this decision.

**CARRIED  
2369/2018**



**1.1.4-SIPSC6 Delegation to Mobara July 2018**

Moved Cr D Pilkington

Seconded Cr G Caruso

1. That the duration of the itinerary delegation to Mobara, Japan be for a total of 7 days tentatively proposed for 26<sup>th</sup> July – 1<sup>st</sup> August 2018, to coincide with the Tanabata-Matsuri Festival which occurs 27<sup>th</sup> – 29<sup>th</sup> July 2018.
2. That membership of the delegation comprise of a maximum of 15 people.
3. That the delegation potentially consists of:
  - Mayor - Gillian Aldridge
  - CEO - John Harry
  - Jo Cooper – Manager Community Capacity and Learning (liaison and coordinator for the delegation);
  - the balance of the 15 member delegation be determined via an expression of interest process open to:
    - Members (and adult partners) of the Strategic and International Partnerships Sub Committee;
    - Elected Members (and adult partners); and
    - City of Salisbury Executive Team.
4. That costs associated with the participation in the Mobara delegation for Jo Cooper as the liaison and coordinator for the delegation be met by Council.
5. That costs associated with the participation in the Mobara delegation for members of the Strategic and International Partnerships Sub Committee; Mayor, Chief Executive and any other staff of Council (other than Jo Cooper), Elected Members and all adult partners be borne by those participants.

**CARRIED**  
**2370/2018**

**1.1.4-SIPSC7 International Staff Exchange Program**

Moved Cr D Pilkington

Seconded Cr G Caruso

1. Information be received.

**CARRIED**  
**2371/2018**

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*Urban Development*

**1.3.1 Statutes Amendment (Decriminalisation of Sex Work) Bill  
2015**

Moved Cr D Pilkington  
Seconded Cr L Caruso

1. The information be received.

**CARRIED  
2372/2018**

**Environmental Sustainability****1.4.1 Cities Power Partnership Program**

Moved Cr D Pilkington  
Seconded Cr G Caruso

1. That this report be noted.
2. That Council not proceed with becoming a partner of the Climate Council's Cities Power Partnership program.

**CARRIED then  
LOST on DIVISION**

The Mayor declared the MOTION was CARRIED

*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, E Gill, D Pilkington, D Proleta and S Reardon*

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

*Crs L Caruso, B Brug, D Bryant, C Buchanan, G Caruso and R Zahra*

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

**Further Motion**

*Cr G Caruso declared a conflict of interest on the basis of his employment. Cr G Caruso managed the conflict by remaining in the meeting and not voting on the item.*

*Cr D Balaza left the meeting at 09:57 pm.*

Moved Cr B Brug  
Seconded Cr C Buchanan

1. That this report be noted.
2. That Council proceed with becoming a partner of the Climate Council's Cities Power Partnership program.

With leave of the meeting and consent of the seconder Cr B Brug  
VARIED the MOTION as follows

1. That this report be noted.
2. That staff bring back a further report with associated costs and implications of becoming a partner of the Cities Power Partnership program with a view to submitting an application in time for the next round.

**CARRIED  
2373/2018**

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

*Crs L Caruso, B Brug, D Bryant, C Buchanan, E Gill, D Proleta, S Reardon and R Zahra*

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

*Cr D Pilkington*

*The Mayor declared the **MOTION** was **CARRIED***

*Cr D Balaza returned to the meeting at 10:00 pm.*

## 2 Works and Services Committee Meeting

Minutes of the Works and Services Committee Meeting held on 19 March 2018 were considered by Council.

### *Administration*

#### **2.0.1 Future Reports for the Works and Services Committee**

Moved Cr S Reardon  
Seconded Cr L Caruso

1. The information be received.

**CARRIED**  
**2374/2018**

### *Community Centres and Youth*

#### **2.1.1 Resources and Services Provided to Homeless, Low Income and Unemployed People**

*Cr S Reardon left the meeting at 10:01 pm.*

*Cr D Bryant left the meeting at 10:02 pm and did not return.*

*Cr S Reardon returned to the meeting at 10:04 pm.*

Moved Cr G Caruso  
Seconded Cr B Brug

1. That this report be received and noted.
2. That the Council CEO write to the Anti-Poverty Network and provide a copy of the report for their information.
3. The Anti-Poverty Network be invited to meet with General Manager Community Development and Chief Executive Officer to discuss possibilities of addressing service gaps.

**CARRIED**  
**2375/2018**

### *Landscaping*

#### **2.4.1 Fund My Neighbourhood Project - Ingle Farm Sporting Club**

Moved Cr L Caruso  
Seconded Cr D Proleta

1. Information within this report be received and noted.
2. That staff continue to support and collaborate with the Ingle Farm Sporting Club in the delivery of the project works.

**CARRIED**  
**2376/2018**

#### **2.4.2 Tree Removal Appeal Sub-Committee Information Report**

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Moved Cr C Buchanan  
Seconded Cr R Zahra

1. That this item be deferred for one month pending the Tree Removal Policy and procedure being included in the report.

**CARRIED**  
**2377/2018**

**2.4.3 Reduction of Damage Caused by Fish/Animals in Mawson Lakes**

*Cr D Balaza declared a perceived conflict of interest on the basis of his employment. Cr D Balaza left the meeting at 10:18 pm.*

Moved Cr B Brug  
Seconded Cr L Caruso

1. That current management practices of Sir Douglas Mawson Lake continue, with netting of the lake to be implemented yearly, budgeted through the existing Water Course Management Plan.
2. That carp removal from Sir Douglas Mawson Lake be reassessed post the implementation of the National Carp Control Plan (2019/20).

**CARRIED**  
**2378/2018**

*Cr D Balaza returned to the meeting at 10:18 pm.*

**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 10:19 pm.

The meeting reconvened at 10:29 pm.

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*Property*

**2.5.1 Revocation Portion of Edinburgh Reserve South to Facilitate Construction of Haulmark Trailers Manufacturing Facility**

Moved Cr R Zahra

Seconded Cr L Caruso

1. Portion of Allotment 905 Deposited Plan 75400 known as Edinburgh Drive Reserve South, Edinburgh as delineated in attachment 3 to this report Item 2.5.1 measuring approximately 2.1 square metres, be declared surplus to Council's requirements and Council propose to revoke the classification as community land. Council accept compensation of \$100.00 for the land and the applicant be responsible for all costs.
2. Attachment 4 to this report Item 2.5.1 be adopted for the purposes of Section 194 of the Local Government Act 1999, and the Manager Property and Buildings be authorised to implement the public consultation process, consisting of notices appearing in the Northern Messenger Paper and State Government Gazette with a copy of this wording to appear on Council's website. In addition letters and the attached section 194 report will be posted to property owners likely to be impacted in the immediate vicinity.
3. 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 Minister for approval.

**CARRIED  
2379/2018**

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**2.5.2 Minutes of the Strategic Property Development Sub Committee meeting held on Tuesday 13 March 2018**

**2.5.2-SPDSC1 Future Reports for the Strategic Property Development Sub Committee**

Moved Cr L Caruso  
Seconded Cr D Pilkington

1. The information be received.

**CARRIED  
2380/2018**

**SPDSC-OB1 Low Cost Housing - Role of Council**

Moved Cr L Caruso  
Seconded Cr D Pilkington

That a scoping report be presented to the Strategic Property Development Sub Committee on options for provision and management of low cost housing as a component of future Council strategic property development projects.

**CARRIED  
2381/2018**

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**Public Works**

**2.6.1 Capital Progress Report - March 2018**

**Further Information Item 2.6.1FI**

Moved Cr D Pilkington  
Seconded Cr R Zahra

1. Within the 2017/18 Road Reseal Program, defer O'Loughlin Road and Geoffrey Road, Valley View, to 2018/19, with the associated budgets being retained within the 2017/18 program budget.
2. Within the 2017/18 Building Renewal Program and associated available program funds, include the replacement air conditioning units for the John Harvey Gallery, Municipal Offices, and defer the renewal works at Para Hills Senior Citizens Club until 2018/19.
3. Defer the Reserve Upgrade at Andrew Smith Drive Oval, Parafield Gardens to allow analysis of recreational needs to be considered and continue the playground renewal and minor reserve upgrade works as part of the 2017/18 Reserve Upgrade Program.
4. Within the 2017/18 Third Quarter Budget Review, include a nil effect adjustment of \$225k and a declaration of \$225k of Council funds from PR23484 Autism Friendly Play Space to reflect the unsuccessful grant application, with this play space to be considered in next financial year 2018/19 and a new grant application be developed for a matching contribution.

**CARRIED  
2382/2018**

*Cr B Brug returned to the meeting at 10:29 pm.*

**Traffic Management**

**2.7.1 State Government Investment in Local Schools**

Moved Cr D Pilkington  
Seconded Cr L Caruso

1. That liaison continue with each of the schools identified in the Better Schools Funding Program, to discuss the changes to be undertaken and what impacts may arise for the community.
2. That Council write to the new Minister for Education requesting financial commitment to develop the Kiss and Drop zone concept within Paralowie R-12 School.

**CARRIED  
2383/2018**



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*Confidential Items**Refer to CONFIDENTIAL ITEMS section of Council Minutes***2.9.1 Minutes of the Confidential Strategic Property Development Sub Committee meeting held on Tuesday 13 March 2018****3 Resources and Governance Committee Meeting**

Minutes of the Resources and Governance Committee Meeting held on 19 March 2018 were considered by Council.

*Administration***3.0.1 Future Reports for the Resources and Governance Committee**

Moved Cr L Caruso  
Seconded Cr D Pilkington

1. The information be received.

**CARRIED**  
**2384/2018**

*Cr C Buchanan returned to the meeting 10:30 pm.*

*Development Control Administration***3.2.1 Lighting and Public Safety in Shopping Centre Carparks**

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

*Cr G Caruso declared a perceived conflict of interest on the basis of his employment. Cr G Caruso managed the conflict by remaining in the meeting and not voting on the item.*

Moved Cr R Zahra  
Seconded Cr L Caruso

1. That this report be received.

**CARRIED**  
**2385/2018**

*The majority of members present voted IN FAVOUR of the MOTION.  
Cr D Balaza voted IN FAVOUR of the MOTION.*

*Health, Animal Management and By-laws***3.3.1 Update on Proposal to Amend the Australian Road Rules to enable parking on Council verges**

Moved Cr R Zahra  
Seconded Cr B Brug

1. That a further report be presented to the Resources and Governance Committee on options to expand application of

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the Council procedure for enforcing parking on verges, to allow parking on verges in streets in addition to those streets that are six metres or less in width.

**CARRIED  
2386/2018**

*External Relations*

**3.4.1 Nominations Sought for the Dog and Cat Management Board**

*Mayor G Aldridge declared a material conflict of interest on the basis of being nominated for the position. Mayor G Aldridge left the meeting at 10:37 pm and asked Deputy Mayor L Caruso to assume the Chair.*

*Deputy Mayor L Caruso assumed the Chair at 10:37 pm.*

*Cr D Balaza declared a material conflict of interest on the basis of being nominated for the position. Cr D Balaza left the meeting at 10:37 pm.*

Moved Cr D Proleta

Seconded Cr C Buchanan

1. That Council nominate Mayor G Aldridge and Cr D Balaza for appointment as a Local Government Member on the Dog and Cat Management Board.

**CARRIED  
2387/2018**

*Mayor G Aldridge returned to the meeting at 10:38 pm and resumed the Chair.*

*Cr D Balaza returned to the meeting at 10:38 pm.*

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*Corporate Governance*

**3.6.1 Delegations to Issue By-Law Permits**

Moved Cr L Caruso

Seconded Cr D Pilkington

1. The information be received.
2. In exercise of the power contained in Section 44 of the *Local Government Act 1999* the powers and functions under the Council's *By-Law No. 1 – Permits and Penalties By-Law 2015* contained hereunder are hereby delegated from 2 April 2018 to the person occupying the office of Chief Executive Officer (and anyone acting in that position), subject to the conditions and / or limitations indicated in the Schedule of Conditions contained in the attached proposed Instrument of Delegation (Attachment 1, Item No. 3.6.1, Resources and Governance Committee, 19/03/2018):
  - the power to grant or refuse an application for permission to undertake an activity or engage in conduct regulated by a Council By-law, or to otherwise grant permission under a Council By-law subject to any conditions the delegate sees fit to impose;
  - the power to attach any conditions that the delegate sees fit to a grant of permission issued under a By-law and to vary or revoke such conditions or impose new conditions by notice in writing to the person(s) to whom permission was granted;
  - the power to revoke or suspend a grant of permission that has been issued under a Council By-law by notice in writing to the person(s) to whom permission was granted; and
  - the power to commence proceedings to prosecute an offence under a Council By-law.
3. Such powers and functions may be further delegated by the Chief Executive Officer as the Chief Executive Officer sees fit and in accordance with the relevant legislation unless otherwise indicated in the conditions and/or limitations specified in the Delegations Register.

**CARRIED  
2388/2018**

**3.6.2 Cessation of Negotiations on Kurna Indigenous Land Use Agreement (ILUA) - Local Government Association Update**

Moved Cr D Pilkington  
Seconded Cr S Reardon

1. That this report be received and noted.
2. That the LGA be invoiced for the outstanding amount of \$11,965.72.
3. That the returned money be allocated to the Reconciliation Action Plan budget to support reconciliation outcomes within the City of Salisbury.

**CARRIED  
2389/2018**

**3.6.3 Utilisation of Australian Steel in Construction Projects**

*Cr D Balaza declared a perceived conflict of interest on the basis of his employment. Cr Balaza managed the conflict by remaining in the meeting and not voting on the item.*

Moved Cr G Caruso  
Seconded Cr S Reardon

1. Information be received and noted.

**CARRIED  
2390/2018**

**3.6.4 2018 National General Assembly of Local Government - Call for Motions and Attendance at Assembly**

Moved Cr C Buchanan  
Seconded Cr R Zahra

That:

1. Council does not send a delegate to attend the 2018 National General Assembly of Local Government.

**CARRIED  
2391/2018**

**3.6.5 Review of Transfer of Cemetery Licences Policy**

Moved Cr D Pilkington  
Seconded Cr G Caruso

1. The Information be received.
2. The Transfer of Cemetery Licences Policy as set out in Attachment 1 to this report (Resources and Governance Committee Item No. 3.6.5, 19/03/2018) be endorsed.

**CARRIED  
2392/2018**

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**5 Council Assessment Panel Meeting**

A meeting of the Council Assessment Panel took place on 27 February 2018. 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 19 March 2018 were considered by Council.

*Administration*

**6.0.1 Future Reports for the Budget and Finance Committee**

Moved Cr L Caruso  
Seconded Cr G Caruso

1. The information be received.

**CARRIED  
2393/2018**

**6.0.2 Closure of the Program Review Sub Committee and Establishment of the Innovation and Business Development Sub Committee**

Moved Cr R Zahra  
Seconded Cr L Caruso

1. That the Program Review Sub Committee be disbanded as of 31 March 2018
2. That the Innovation and Business Development Sub Committee be established in line with the attached Terms of Reference (Budget and Finance Committee Item No. 6.0.2, 19/03/2018) effective from 1 April 2018.

**CARRIED  
2394/2018**

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*Annual Plan and Budget*

**6.4.1 Long Term Financial Plan and Budget Workshops Actions Update**

Moved Cr R Zahra  
Seconded Cr L Caruso

1. Information be received and noted.
2. A report on the success of the Reserve Upgrade Program and consideration of future sites be included on the Works and Services Future Reports with a due date of December 2018 (per table Budget Workshop 1 – 28 February 2018 item WS1-9).
3. A report on the program of sites for Fitness Equipment Program be included on the Works and Services Future Reports with a due date of December 2018 (per table Budget Workshop 1 – 28 February 2018 item WS1-13).
4. A report on the program of sites for Autism Friendly Playspaces be included on the Works and Services Future Reports with a due date of December 2018 (per table Budget Workshop 1 – 28 February 2018 item WS1-15).
5. A report on Salisbury North Netball Club be included on the Works and Services Future Reports with a due date of November 2018 (per table Budget Workshop 1 – 28 February 2018 item WS1-17).
6. A report on signage at Edinburgh Parks be included on the Works and Services Future Reports with a due date of August 2018 (per table Budget Workshop 2 – 5 March 2018 item WS2-13).

**CARRIED  
2395/2018**

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**6.4.2 Budget Bids 2018/19**

**Streetscape Renewal – PSN107**

Moved Cr L Caruso  
Seconded Cr B Brug

That a further report come back considering an increase in funding to the Street Tree Program bid PSN107 looking at improving outcomes and quality.

**CARRIED  
2396/2018**

**Upgrade to Website - ITN212**

Moved Cr R Zahra  
Seconded Cr S Reardon

1. That a report be brought back on the implications of deferring the Upgrade to Website bid – ITN212 for one year.

**CARRIED  
2397/2018**

**Additional Solar Installations for Sporting Clubrooms - PBN172**

*Cr C Buchanan declared an actual conflict of interest on the basis of being the President of a club which may be one of the clubs considered for solar panels. Cr C Buchanan left the meeting at 10:48 pm.*

Moved Cr D Pilkington  
Seconded Cr G Caruso

That the budget bid PBN172 as contained in Attachment 1 to Item No. 6.4.2, Budget and Finance Committee, 19/03/2018, be endorsed for final consideration for inclusion in the Draft 2018/19 Annual Plan and Budget for Public Consultation.

**CARRIED  
2398/2018**

*Cr C Buchanan returned to the meeting at 10:49 pm.*

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**St Kilda Master Plan – TRN131**

*Cr D Balaza declared a perceived conflict of interest on the basis of his employment. Cr Balaza managed the conflict by remaining in the meeting and not voting on the item.*

Moved Cr D Pilkington  
Seconded Cr G Caruso

That the budget bid TRN131 as contained in Attachment 1 to Item No. 6.4.2, Budget and Finance Committee, 19/03/2018, be endorsed for final consideration for inclusion in the Draft 2018/19 Annual Plan and Budget for Public Consultation with the exclusion of the Year Four funding.

With leave of the meeting and consent of the Seconder, Cr Pilkington withdrew his moving of the motion.

**New Motion**

Moved Cr R Zahra  
Seconded Cr D Proleta

*Cr D Balaza declared a perceived conflict of interest on the basis of his employment. Cr Balaza managed the conflict by remaining in the meeting and not voting on the item.*

That the budget bid TRN131 as contained in Attachment 1 to Item No. 6.4.2, Budget and Finance Committee, 19/03/2018, be endorsed for final consideration for inclusion in the Draft 2018/19 Annual Plan and Budget for Public Consultation.

**CARRIED  
2399/2018**

**Watercourse Management Works Program - DWR097**

*Cr D Balaza declared a perceived conflict of interest on the basis of his employment. Cr D Balaza left the meeting at 10:59 pm.*

Moved Cr R Zahra  
Seconded Cr B Brug

That the budget bid DWR097 as contained in Attachment 1 to Item No. 6.4.2, Budget and Finance Committee, 19/03/2018, be endorsed for final consideration for inclusion in the Draft 2018/19 Annual Plan and Budget for Public Consultation.

**CARRIED  
2400/2018**

*Cr D Balaza returned to the meeting at 11:00 pm.*



**Salisbury City Centre Regional Community Hub – STN117**  
**Salisbury City Centre Revitalisation – TRN208**  
**Smart City Initiatives – ITN170**  
**City of Salisbury Events - OPN182**

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

Moved Cr R Zahra  
 Seconded Cr G Caruso

That the budget bids STN117, TRN208, ITN170 and OPN182, as contained in Attachment 1 to Item No. 6.4.2, Budget and Finance Committee, 19/03/2018, be endorsed for final consideration for inclusion in the Draft 2018/19 Annual Plan and Budget for Public Consultation.

**CARRIED**  
**2401/2018**

*The majority of members present voted IN FAVOUR of the MOTION.  
 Cr D Balaza voted IN FAVOUR of the MOTION.*

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

*Crs L Caruso, D Balaza, G Caruso, E Gill, D Pilkington, D Proleta, S Reardon and R Zahra*

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

*Crs B Brug and C Buchanan*

*The Mayor declared the **MOTION** was **CARRIED***

Moved Cr R Zahra  
 Seconded Cr E Gill

That, with the exception of Budget Bids PBN172, TRN131, STN117, TRN208, ITN170, OPN182 and DWR097, which have been the subject of a separate decisions:

1. The four year Capital Budget Bids, with 2018/19 totalling \$25,283,000 net expenditure, be endorsed for final consideration for inclusion in the Draft 2018/19 Annual Plan and Budget for Public Consultation.
2. The four year IT Budget Bids, with 2018/19 totalling \$643,000 net expenditure, be endorsed for final consideration for inclusion in the 2018/19 Draft Annual Plan Budget for Public Consultation.
3. The four year Plant, Furniture and Equipment Budget Bids, with 2018/19 totalling \$2,990,000 net expenditure, be endorsed for final consideration for inclusion in the 2018/19 Draft Annual Plan and Budget for Public Consultation.

4. The four year Operating Budget Bids, with 2018/19 totalling \$1,140,980 net expenditure, be endorsed for final consideration for inclusion in the 2018/19 Draft Annual Plan and Budget for Public Consultation.
5. Elected Member Bids be incorporated into the relevant renewal programs as listed below:-
  - PSN000197 Salisbury North Oval Shelter and Seats – be included in the Outdoor Furniture Program funding for 2018/19.
  - PSN000204 Allen Green Reserve Upgrade – be included in the Reserve Upgrade and Play Space/Playground Programs funded in 2019/20.
  - PSN000206 Mobarra Park additional Picnic Shelter – be included in Outdoor Furniture Program funding for 2018/19
  - TRN000200 Connector Road, Halba Crescent and Correena Ave – be incorporate into DWN000096 Major Flooding Mitigation Projects with inclusion of \$90,000 DECS funding.
6. Budget Bids requiring further clarification and or reports as detailed in paragraphs 3.4 and 3.5 be brought back to the relevant Committee meeting for further consideration, with these bids being:-
  - PSN000154 Mawson Lakes Drinking Fountain (April Budget & Finance, revised costing)
  - PSN000156 Pooraka Nature Play Spaces (April Budget & Finance, further details to be provided)
  - PSN000196 Perry Street Reserve – Playground Upgrade Program (April Budget and Finance, bid to be expanded to become a program)
  - PSN000158 AGH Cox Reserve Fitness Equipment – Fitness Equipment Program (April Budget and Finance, bid to be expanded to become a program)
  - PSN000159 Mawson Lakes – Skate, Bike, Basketball Facility – Regional Facility West of the City and Rage Cage at Unity Park (to be considered in May as an element of the Game Plan)
7. The following bids to be removed from further consideration for the 2018/19 Budget: -
  - PSN000199 Salisbury North Netball Court
  - TRN000155 Dry Creek Bridge Replacement (Park Way)
  - TRN000202 Wayfinding Signage Purling Ave and Commercial Road.

**CARRIED  
2402/2018**

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***Business Units***

**6.7.1 Salisbury Water Budget 2018/19 Report**

Moved Cr D Pilkington  
Seconded Cr G Caruso

1. The Salisbury Water 2018/19 Budget, including Budget Bids and Fees and Charges, be endorsed for consideration in the 2018/19 Council Budget.
2. Endorse staff to commence an Expression of Interest process to assess market interest in working with Council to expand water harvesting and customer demand opportunities, particularly the Dry Creek catchment.

**CARRIED  
2403/2018**

**6.7.2 Building Rules Certification Unit Budget 2018/2019 Report**

Moved Cr G Caruso  
Seconded Cr D Pilkington

1. The Building Rules Certification Unit Budget and fees and charges be endorsed for consideration in the 2018/19 Council Budget.

**CARRIED  
2404/2018**

**6.7.3 Salisbury Memorial Park Budget 2018/19 Report**

Moved Cr D Pilkington  
Seconded Cr G Caruso

1. The Salisbury Memorial Park 2018/19 Budget and fees and charges be endorsed for consideration in the 2018/19 Council Budget.
2. The General Manager Community Development be given delegated authority to vary fees up to a maximum of \$300 (+/-) on the approved Salisbury Memorial Park fee schedule for special circumstances.
3. That a further report be brought back on the level of surplus income transferred to general reserve in the past five years.

**CARRIED  
2405/2018**

*Confidential Items*

*Refer to CONFIDENTIAL ITEMS section of Council Minutes*

**6.9.1 Request for Extension of Confidentiality Order: SA Water  
Expression of Interest**

**7 Sport, Recreation and Grants Committee Meeting**

Minutes of the Sport, Recreation and Grants Committee Meeting held on 13 March 2018 were considered by Council.

*Administration*

**7.0.1 Future Reports for the Sport, Recreation and Grants  
Committee**

Moved Cr R Zahra  
Seconded Cr L Caruso

1. The information be received.

**CARRIED  
2406/2018**

*Sport and Recreation*

**7.1.1 Salisbury Villa Sports Club Minor Capital Works Application**

Moved Cr R Zahra  
Seconded Cr B Brug

1. The report be received.
2. In accordance with delegated powers set out in the endorsed

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Terms of Reference, the Sport, Recreation and Grants Committee allocate funding from the 2017/18 Minor Capital Works Grant budget as follows:

- a. The Salisbury Villa Soccer Club: an amount up to \$30,000 for the replacement and upgrade of current fencing, noting that any additional costs are to be funded by the Salisbury Villa Soccer Club or external grant programs, as per the funding agreement.

**CARRIED**  
**2407/2018**

***Community Grants***

**7.2.1 Youth Sponsorship - February Applications**

Moved Cr R Zahra  
Seconded Cr L Caruso

- 1. The information be received.

**CARRIED**  
**2408/2018**

**7.2.2 Community Grants Program Applications for March 2018**

Moved Cr L Caruso  
Seconded Cr D Proleta

- 1. The information be received and noted.

**CARRIED**  
**2409/2018**

**7.2.3 02/2018: Northern Districts Athletics Club Inc. - Community Grants Program Application**

Moved Cr B Brug  
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 March 2018 round of Community Grants as follows:
  - a. Grant No. 02/2018: Northern Districts Athletics Club Inc. be awarded the amount of **\$2,500.00** to assist with the purchase of traffic management and racing bibs as outlined in the Community Grant Application and additional information.

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**CARRIED  
2410/2018**

**7.2.4 04/2018: The South Sudanese Equatorians Communities Association in South Australia Inc. - Community Grants Program Application**

Moved Cr L Caruso  
Seconded Cr G Caruso

1. The information be received and noted.

**CARRIED  
2411/2018**

**7.2.5 05/2018: Mawson Lakes Cricket Club Inc. - Community Grants Program Application**

Moved Cr D Proleta  
Seconded Cr B Brug

1. The information be received and noted.

**CARRIED  
2412/2018**

**7.2.6 06/2018: Mawson Lakes Model Yacht Club Inc. - Community Grants Program Application**

Moved Cr G Caruso  
Seconded Cr R Zahra

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 March 2018 round of Community Grants as follows:
  - a. Grant No. 06/2018: Mawson Lakes model Yacht Club Inc. be awarded the amount of **\$2,250.00** to assist with the purchase of racing buoys, gazebo, battery, whiteboard and materials as outlined in the Community Grant Application.

**CARRIED  
2413/2018**

**7.2.7 07/2018: Mawson Lakes Photography Club Inc. - Community Grants Program Application**

Moved Cr B Brug  
Seconded Cr D Proleta

1. It be noted that, in accordance with delegated powers set out

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in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the March 2018 round of Community Grants as follows:

- a. Grant No. 07/2018: Mawson Lakes Photography Club Inc. be awarded the amount of **\$1,998.00** to assist with the purchase of a laptop computer for ongoing use as outlined in the Community Grant Application and additional information.

**CARRIED  
2414/2018**

**7.2.8 08/2018: Rowe Park United - Community Grants Program Application**

Moved Cr D Proleta  
Seconded Cr L Caruso

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 March 2018 round of Community Grants as follows:
  - a. Grant No. 08/2018: Rowe Park United be awarded the amount of **\$2,500.00** to assist with the purchase of uniforms for ongoing use as outlined in the Community Grant Application.

**CARRIED  
2415/2018**

**GENERAL BUSINESS**

Nil

**OTHER BUSINESS**

**OB1 Formation of a Working Party**

Moved Cr S Reardon  
Seconded Cr D Proleta

That Council form a working party for the next nine months consisting of three Elected Members (Crs S Reardon, G Reynolds, S White and Mayor G Aldridge) and representatives from the RSL and National Military Vehicle Museum. The sole purpose will be to co-ordinate appropriate ideas and adequately recognise and commemorate the most important event in shaping the identity and spirit of our country.

**CARRIED  
2416/2018**

**OB2 Car Parking – Mawson Lakes**

*Cr B Brug left the meeting at 11:12 pm.*

Moved Cr D Balaza  
Seconded Cr C Buchanan

1. Staff write to congratulate the newly elected Premier of South Australia and to seek support in addressing the parking issues present within Mawson Lakes.

**CARRIED  
2417/2018**

*Cr B Brug returned to the meeting at 11:13 pm.*



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**OB3 Upgrading Park Terrace, Salisbury**

Moved Cr D Balaza  
Seconded Cr C Buchanan

1. The Mayor write to the newly elected Premier of South Australia seeking support to upgrade and reconstruct the Park Terrace intersection in the interest of public safety by separating vehicle and rail movement.
2. The Mayor write to the Member for Ramsay, Zoe Bettison seeking her support in lobbying for this upgrade to be undertaken.

**CARRIED  
2418/2018**

**OB4 RV Dump Points – Pioneer Park**

*Cr D Balaza declared a material conflict of interest on the basis of being a member of the governing body of the Salisbury Business Association.  
Cr Balaza left the meeting at 11:15 pm.*

Moved Cr D Pilkington  
Seconded Cr L Caruso

That staff report back on providing an RV dump point at the Pioneer Park toilets for inclusion in the budget for 2018/2019.

**CARRIED  
2419/2018**

**OB5 Financial Assistance for Dump Points**

*Cr G Caruso left the meeting at 11:25 pm.*

Moved Cr C Buchanan  
Seconded Cr D Proleta

That Council write to CMCA seeking their interest in contributing financially for the dump point.

**CARRIED  
2420/2018**

*Cr D Balaza returned to the meeting at 11:26 pm.*

*Cr G Caruso returned to the meeting at 11:27 pm.*

**OB6 Council Infrastructure Projects**

Moved Cr C Buchanan  
Seconded Cr B Brug

That Council write to the Premier and Leader of the Opposition asking them to establish a Parliamentary Standing Committee to consider Council infrastructure projects over \$3m in value.

**CARRIED  
2421/2018**

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## MAYOR'S DIARY

**MD1 Mayor's Diary**

Moved Cr L Caruso  
Seconded Cr G Caruso

1. That this information be noted.

**CARRIED**  
**2422/2018**

## REPORTS FROM COUNCIL REPRESENTATIVES

**Cr B Brug:**

2-4/03/2018 Salisbury Secret Garden  
03/03/2018 International Women's Day  
04/03/2018 Clean Up Australia Day  
15/03/2018 Mawson Lakes Neighbourhood Watch Committee

**Cr E Gill:**

01/03/2018 JP with resident  
02/03/2018 Opening of Secret Garden  
04/03/2018 Rock & Roll for Secret Garden @ Bowling Club  
06/03/2018 Radio programme with Mayor  
08/03/2018 IWD breakfast  
09/03/2018 Honour a Woman @ Magill  
17/03/2018 Election Day 4 hours on Booth  
21/03/2018 Harmony Day  
JP signing for resident  
22/03/2018 Rotary Op Shop

## CONFIDENTIAL ITEMS

### 2.9.1 Minutes of the Confidential Strategic Property Development Sub Committee meeting held on Tuesday 13 March 2018

Moved Cr D Pilkington  
Seconded Cr G Caruso

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(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.*

- 
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 would protect 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 **Minutes of the Confidential Strategic Property Development Sub Committee meeting held on Tuesday 13 March 2018** 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  
2423/2018**

The meeting moved into confidence at 11:42 pm.

The meeting moved out of confidence at 11:43 pm.

### 6.9.1 Request for Extension of Confidentiality Order: SA Water Expression of Interest

Moved Cr D Pilkington

Seconded Cr G Caruso

1. Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) and (d)(i) and (d)(ii) and (h) 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; and

- legal advice.

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 information will protect legal advice provided to the Council along with commercial information regarding the operations of Salisbury Water.

On that basis the public's interest is best served by not disclosing the **Request for Extension of Confidentiality Order: SA Water Expression of Interest** 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**  
**2424/2018**

The meeting moved into confidence at 11:43 pm.

The meeting moved out of confidence at 11:44 pm.

**C1 Code of Conduct Referral - 01/2018**

Moved Cr D Pilkington

Seconded Cr L Caruso

1. *Pursuant to Section 90(2) and (3)(a) 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 would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*

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 to the public at this time will enable Council to make a decision in relation to the course of action to be taken in response to the complaint, without prejudicing the consideration of the complaint.*

*On that basis the public's interest is best served by not disclosing the **Code of Conduct Referral - 01/2018** 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  
2425/2018**

The meeting moved into confidence at 11:45 pm, Monday 26 March 2018.

The meeting moved out of confidence at 12:05 am, Tuesday 27 March 2018.

*Cr S Reardon left the meeting at 12:05 am.*

*Cr S Reardon returned to the meeting at 12:09 am.*

**C2 Code of Conduct matter - 02/2018**

Moved Cr D Pilkington  
Seconded Cr L Caruso

1. *Pursuant to Section 90(2) and (3)(a) 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 would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*
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 to the public at this time will enable Council to make a decision in relation to the course of action to be taken in response to the complaint, without prejudicing the consideration of the complaint.*

*On that basis the public's interest is best served by not disclosing the **Code of Conduct matter - 02/2018** 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  
2426/2018**

The meeting moved into confidence at 12:10 am, Tuesday 27 March 2018

The meeting moved out of confidence and closed at 12:13 am, Tuesday 27 March 2018

CHAIRMAN.....

DATE.....





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|                        |   |
|------------------------|---|
| <b>ITEM</b>            | 2.4.2FI   |
|                        | <b>WORKS AND SERVICES COMMITTEE</b>   |
| <b>DATE</b>            | 16 April 2018   |
| <b>HEADING</b>         | Tree Removal Appeal Sub-Committee Information Report  |
| <b>AUTHOR</b>          | Craig Johansen, Team Leader Landscape Design, City Infrastructure   |
| <b>CITY PLAN LINKS</b> | 2.2 Have a community that is knowledgeable about our natural environment and embraces a sustainable lifestyle.<br>2.1 Capture economic opportunities arising from sustainable management of natural environmental resources, changing climate, emerging policy direction and consumer demands.<br>2.4 Have urban and natural spaces that are adaptive to future changes in climate. |
| <b>SUMMARY</b>         | Works and Services Committee sought further advice on the removal process of trees identified as Regulated and Significant as per the Development Act 1993.   |

## RECOMMENDATION

1. The information within the report be received.
2. That tree removal procedure continue to be administratively managed in accordance with the endorsed policy and procedures.
3. The revised and updated tree management policy and tree removal procedure forming Attachments 3 and 4 to this report (Works and Services Committee, 16/04/2018 item 2.4.2) be endorsed.

## ATTACHMENTS

There are no attachments to this report.

### 1. BACKGROUND

- 1.1 At Council's December 2017 meeting it was resolved "*that staff bring back a report and draft terms of reference for a Tree Removal Appeal Sub-Committee to be established in the first quarter of 2018.*" (Resolution No. 2216/2017)
- 1.2 This information was presented to the Works and Services Committee March 2018 meeting where it was deferred seeking further information. The report with further information was presented to April's committee meeting.
- 1.3 At the April 2018 Works and Services Committee meeting further advice was requested to be presented to the April Council meeting, with particular focus on the development application process for trees identified as regulated or significant under the Development Act 1993.

## 2. CONSULTATION / COMMUNICATION

- 2.1 Internal
  - 2.1.1 City Development Staff
- 2.2 External
  - 2.2.1 Nil

## 3. REPORT

- 3.1 The standing committee requested further advice in relation to how the appeals process occurs for trees that are identified as Regulated or Significant under the Development Act 1993. Noting that the criteria for removal of trees differs between Councils Tree Removal Criteria and the criteria of the Development Act.
- 3.2 Council's criteria is applied to all public trees as the Asset Owner, where the criteria of the Development Act is limited only to trees identified as Regulated or Significant.
- 3.3 Under the current process in the last two years, 242 development applications have been made for the removal of regulated or significant street or reserve trees, of which 227 trees were approved under delegated authority by planning staff, with seven being withdrawn and eight being refused.
- 3.4 All regulated or significant Council trees for which development applications are lodged for removal are classified as "Category 2" under the Development Regulations and therefore public notification/ consultation is undertaken, which informs the residents from the immediate adjacent area around the tree of the intent to remove the tree and the opportunity to make a formal representation in relation to the proposal.
- 3.5 The Council Assessment Panel (CAP) has only considered development applications where a person has indicated a desire to make a verbal representation to the application, consistent with Council's delegations structure for development applications. Typically the tree which is the subject of the application has already been subject to Council's internal processes and the reason for appeal is due to the criteria differences between the internal process and the Development Act.
- 3.6 The cost of an application progressing to full assessment under the Development Act will incur approximately \$500 cost for commissioning of an independent arborist's report, plus the Council Assessment Panel costs, not including staff time. A Panel meeting will generally cost approximately \$1600, noting that this cost would be distributed against other development applications if they are considered at the same meeting. This cost will vary from application to application however dependent upon factors such as the number of trees proposed for removal (which increases the cost of the independent arborist's report). Accordingly it is important that Council assesses tree removal proposals against established criteria and processes before expending community funds on the development application process.

- 3.7 In 2017, of the 1223 requests considered by the Tree Removal Committee (TRC), 39 proceeded to further review on appeal, of which 17 were approved on review. Of the 22 trees not removed, 10 were Regulated Trees. This result is 1% of the total requests that were not able to satisfy the criteria after appeal for removal under the Development Act.
- 3.8 Currently where a regulated or significant tree that is subject to the appeal process can be supported for removal against the Development Act, the development application is lodged by staff. It should be noted that the Council Assessment Panel Annual Report to Council for 2017 included the following comment:
- 3.8.1 *The Council invests considerable resources in the management of public trees, including street trees. The process for those trees that are Regulated or Significant has recently been altered so that only those applications likely to be approved are lodged by Council for Development Approval.*
- 3.9 Council needs to be proactive in the information/ education provided to residents about regulated or significant trees and the requirements of the Development Act, to provide the understanding that Council is subject to what are state-wide processes and criteria in relation to Regulated and Significant trees.
- 3.10 This is where a preliminary assessment of regulated or significant tree/s by staff is beneficial, to reduce the confusion and potential misleading expectation that may be created for a resident if a development application is made, where there is no reasonable prospect of approval when considered against the Development Act. CAP raised this as an issue in its 2017 Annual Report to Council, noting the change in procedure that is intended to better manage the process and residents' expectations, and ensure resources – staff and community time, costs – are allocated sufficiently and effectively.

#### 4. CONCLUSION / PROPOSAL

- 4.1 Council needs to be proactive in the information/ education provided to residents about regulated or significant trees and the requirements of the Development Act, to provide the understanding that Council is subject to the processes and criteria imposed by State legislation.
- 4.2 The preliminary assessment of regulated or significant tree/s by staff has proven to be beneficial in managing expectations, time and cost, and is recommended to continue. In addition, the number of situations where a proposal relating to removal of a Council tree progresses to a development application and is refused is relatively low compared to the number of Council trees that are approved for removal overall.
- 4.3 Information will be provided to the resident about regulated or significant tree requirements that will make it clear that Council is subject to the Development Act requirements and that there is no reasonable prospect that the removal can be approved. An independent arborist may be engaged at this point and that advice provided to the resident.

- 4.4 Giving consideration to the information presented in this report and previous reports to Council on the matter, the recommendations of April Works and Services Report 2.4.2 are presented for Council endorsement.

**CO-ORDINATION**

Officer:

Date:

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|                        |  |
|------------------------|--|
| <b>ITEM</b>            | GB1  |
|                        | <b>COUNCIL</b>   |
| <b>DATE</b>            | 23 April 2018  |
| <b>HEADING</b>         | Section 270 Review of a Council Decision – 18 December 2017 – Community Hub  |
| <b>AUTHOR</b>          | Mick Petrovski, Manager Governance - CEO/Governance, CEO and Governance  |
| <b>CITY PLAN LINKS</b> | 4.3 Have robust processes that support consistent service delivery and informed decision making.   |
| <b>SUMMARY</b>         | To inform Council about four applications for the review of a decision of the Council, the process followed for the review, and recommend an appropriate determination in conclusion of the process. |

#### **RECOMMENDATION**

That:

1. the report be received and noted;
2. the findings of the section 270 (of the *Local Government Act 1999*) review of the Council decision of 18 December 2017, regarding the Community Hub, be accepted;
3. no further action be taken in relation to the matters raised by the applicants for the section 270 review of the decision to proceed with the Hub; and
4. the applicants for the section 270 review be advised within five days of the decision.

#### **ATTACHMENTS**

This document should be read in conjunction with the following attachments:

1. Section 270 Review - Community Hub 18 December 2017 - letter from Reviewer
2. Section 270 Review - Community Hub 18 December 2017 - final report
3. Section 270 Review - Community Hub 18 December 2017 - applications - Attachment 1 to final report
4. Section 270 review - Community Hub 18 December 2017 - Engagement - Attachment 2 to final report

**1. BACKGROUND**

- 1.1 Council, at its meeting on 18 December 2017 made the following decision in relation to the Salisbury City Centre Community Hub (the Hub):
- “That:*
1. *The report be received, and the current status of the Salisbury City Centre Community Hub project be noted.*
  2. *The Salisbury Community Hub detailed design drawings - Hassell November 2017 provided as attachment 3 (item no 1.3.2 Policy and Planning Committee 11/12/2017) be endorsed.*
  3. *The Chief Executive Officer be authorised to:*
    - a. *proceed to a select tender process for the Salisbury Community Hub on the basis of the endorsed plans provided as Attachment 3 and Item No. 1.3.2, Policy and Planning Committee 11/12/2017 in accordance with the endorsed procurement strategy;*
    - b. *that staff undertake the formal tender process in accordance with usual practice and, subject to the final negotiated tender being within the total capital budget of \$43.82 million, after the contract has been executed the CEO advise Elected Members of the successful tenderer and the reasons for this appointment.”*
- 1.2 On 13 February 2018, the Chief Executive Officer (CEO) received an application for a section 270 (of the *Local Government Act 1999*) review of the decision of the Council regarding the Hub.
- 1.3 Subsequently, three further applications for review were received on 14 and 20 February, and 7 March 2017.
- 1.4 In absence of a reference in the applications to a specific decision, or the date on which the decision was made, the applicants were contacted and it was determined that the applications referred to Council’s decision of 18 December 2017, when the Council resolved to proceed to tender, which was effectively Council’s decision to proceed with the Hub.
- 1.5 In accordance with Council’s *Internal Review of Council Decisions Policy and Procedure*, when an application is made, the CEO is required to assess the applications and determine the appropriate action; this “may include direct referral of the matter to council, or to an external person or panel independent of the Council to conduct the review, or to SAPOL if a criminal matter or to the Office for Public Integrity”.
- 1.6 Four independent people were contacted to potentially undertake the review as an “external person”. Mr Tony Lawson, an independent consultant with appropriate knowledge and experience in governance, was appointed. Mr Lawson (the reviewer) has not previously undertaken any work for the City of Salisbury.

## 2. DISCUSSION

2.1 The reviewer was provided with documentation relevant to Council's decision of 18 December 2017, as follows:

- 18 December 2017 - Council agenda papers relevant to the Hub.
- 11 December 2017 - Policy and Planning Committee papers relevant to the Hub.
- 18 September 2017 - Policy and Planning Committee papers relevant to the Hub –the design development report containing community consultation relevant to the requests for the section 270 review (each applicant having placed emphasis on consultations).
- Council's *Internal Review of Council Decisions Policy and Procedure*.
- The letters requesting the section 270 review.

2.2 The reviewer was advised that if he deemed other documentation to be relevant to the matter it would be made available to him on request. He was also requested to interview each of the applicants as part of his review process.

2.3 The applicants were informed of the reviewer's appointment and advised that they would be interviewed as part of the review process.

2.4 The reviewer conducted the review during March 2017 and presented his final report (attachment 2) and his findings in April 2017.

2.5 The reviewer's findings are as follows:

*"The decision to proceed with the Hub, as resolved on 18 December 2017, was made in accordance with the powers conferred upon Council by the Local Government Act 1999. In doing so:*

- 1. The Administration, on behalf of Council, has gone to great lengths, to consult and engage with the community in a meaningful and open manner and has undertaken appropriate community engagement/consultation processes with the community over a period of 6 plus years since the inception of the project.*
- 2. Appropriate, timely, relevant and extremely detailed information was provided to Council (and Councillors), and to the community, and key decisions and supporting reports and documentation were in the public arena and available for community review.*
- 3. Issues of confidentiality and the provision of confidential information were managed in a professional and sound manner, taking into account the timing of commercial in confidence negotiations, and that while Council could not produce in totality the key architect's report, the contents were paraphrased in reports to Council and Committee.*
- 4. Clear and detailed decisions regarding scope, budget and timelines associated with the project were made by the Council, when giving overall responsibility for delivery of the project to the CEO.*

5. *Appropriate probity and prudential control measures, and project management processes were put in place, ensuring appropriate oversight of the project.*
6. *On the strength of the evidence provided there is no evidence of corruption or maladministration. On the contrary, the Council is considered to be operating in an open, transparent and accountable manner in every respect of this project and there are appropriate checks and balances which have been implemented to ensure the project is conducted with the utmost openness, accountability and transparency.”*

2.6 In his letter covering the report (attachment 1), the reviewer also made a recommendation “...*that the findings of my report are accepted, and that the Council determine that no further action is required in relation to the matters raised by the applicants for the section 270 review of the decision to proceed with the Hub, as resolved on 18 December 2017*”.

### **3. CONCLUSION**

- 3.1 Having received the final report of the reviewer regarding four applications for a section 270 review of Council’s decision of 18 December 2017, regarding the Salisbury City Centre Community Hub, and in accordance with Council’s *Internal Review of Council Decisions Policy and Procedure*, Council has to make a determination in relation to the review.
- 3.2 Council can accept the findings of the review and adopt the reviewer’s recommendation or the Council can vary its determination in some way, unless the variation is contrary to its policies.
- 3.3 Whatever the determination, the applicants must be advised within five days of the date of the determination.

### **CO-ORDINATION**

Officer:

Date:





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Tony Lawson Consulting  
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South Australia 5067

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E tlawcons@bigpond.net.au  
lawsonconsulting.com.au

9<sup>th</sup> April 2018

Mr Mick Petrovski  
Manager Governance  
City of Salisbury  
12 James St, Salisbury, SA, 5108

Dear Mick

**RE: Independent Review of Internal Review of Council Decision – Community Hub**

Under section 270 of the *Local Government Act 1999* (the Act) there is a requirement for Councils to maintain “policies, practices and procedures” for dealing with request for an internal review of Council decisions. The City of Salisbury has an Internal Review of Council Decisions Procedure which has been adopted in accordance with Section 270 of the Local Government Act 1999.

On 23 February 2018 I was formally appointed as a fully independent person to undertake a section 270 review in response to four written requests for review of a Council decision relating to the Salisbury City Centre Community Hub (the Hub), made on 18 December 2017. The applications were made by;

- Mr Brad Tsoumbris
- Ms Sandy Holloway
- Ms Carol Scott
- Ms Gillian Koziol.

The applicants raised a number of questions about the decision to proceed with the Hub and they can be grouped under 3 main headings;

1. The appropriateness of the community engagement/consultation processes undertaken by the Council with the community.
2. The appropriateness and timeliness of all relevant information provided to Council (and Councillors)
3. The suggestion of corruption and serious misconduct and maladministration.

In undertaking the review, my methodology comprised the following processes;

- a comprehensive review of all relevant documentation which included many hundred pages of reports, Council meetings and Council committee reports and Council and Committee minutes;

- interviews with all 4 complainants, and
- interviews with relevant staff –
  - Mr Mick Petrovski, Manager Governance;
  - Ms Chantal Milton, Manager Strategic Development Projects, and
  - Mr Terry Sutcliffe, General Manager, City Development.

A detailed report setting out the findings and conclusions of the review has been prepared and is attached. With respect to the findings and conclusions regarding the three main areas raised by the applicants, my report includes advice to Council, should it accept my review, for responding to them, when the applicants are advised of Council's determination.

As a consequence of this advice, I recommend that the findings of my report are accepted, and that the Council determine that no further action is required in relation to the matters raised by the applicants for the section 270 review of the decision to proceed with the Hub, as resolved on 18 December 2017.

I submit my report and recommendations for your consideration.

Yours sincerely



Tony Lawson

Director

**Report of**  
**Independent Review of Internal Review of**  
**Council Decision – Community Hub**

**For**  
**City of Salisbury**

**Tony Lawson Consulting**



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TONY LAWSON CONSULTING

**9 April 2018**

## CONTEXT

Under Section 270 of the Local Government Act 1999 (the Act) there is a requirement for Councils to maintain “policies, practices and procedures” for dealing with request for service and complaints including a procedure about the “review of decisions” of-

- a. The Council;
- b. Employees of the Council;
- c. Other persons acting on behalf of the Council.

An internal review of a Council decision enables Council to reconsider all the evidence relied on to make a decision, including new evidence if relevant.

The City of Salisbury has an Internal Review of Council Decisions Procedure which has been adopted in accordance with Section 270 of the Local Government Act 1999. The procedure is one aspect of Council’s customer focussed approach to service delivery. It provides a further opportunity to review the way Council provides services to the community, and to identify areas for improvement.

The Internal Review of Council Decisions Policy and Procedure applies when reviewing decisions of Council as outlined below and applies to all Council staff who may be involved in receiving and dealing with an application for review of a Council decision.

An Internal Review of a Council Decision is the third tier in Council’s complaints handling process and will commence at the point where:

- A request for the review of a Council decision is received; or
- A complaint escalates to Tier 3 under Council’s Customer Compliments, Comments and Complaints Policy.

In response to 4 written requests for an internal review of a Council decision, the Council has used its Internal Review of Council Decisions Policy and Procedure to engage Tony Lawson of Tony Lawson Consulting as a fully independent person to undertake a formal investigation of the internal decision.

The internal decision relates to a decision of the City of Salisbury regarding the Salisbury City Centre Community Hub (the Hub).

A total of 4 applications for an internal review of a decision to be undertaken were made by;

Mr Brad Tsoumbris

Ms Sandy Holloway

Ms Carol Scott

Ms Gillian Koziol

The complainants raised a number of questions about the decision to proceed with the Salisbury City Community Hub (the Hub) and they can be grouped under 3 main headings;

1. The appropriateness of the community engagement/consultation processes undertaken by the Council with the community.

2. The appropriateness and timeliness of all relevant information provided to Council (and Councillors)
3. The suggestion of corruption and serious misconduct and maladministration.

See **ATTACHMENT 1** for copies of the request letters.

## **THE REVIEW – KEY ISSUES AND METHODOLOGY**

As stated the Review has focussed on the issues raised under 3 main headings;

1. The appropriateness of the community engagement/consultation processes undertaken by the Council with the community.
2. The appropriateness and timeliness of all relevant information provided to Council (and Councillors) and to the community and the issue of confidentiality.
3. The suggestion of corruption and serious misconduct and maladministration.

The review methodology comprised the following;

- a comprehensive review of all relevant documentation which included many hundred pages of reports, Council meetings and Council committee reports and Council and Committee minutes;
- interviews with all 4 complainants, and
- interviews with relevant staff –
  - Mr Mick Petrovski, Manager Governance;
  - Ms Chantal Milton, Manager Strategic Development Projects, and
  - Mr Terry Sutcliffe, General Manager, City Development.

### **Review Issue 1 – The appropriateness of the Community Engagement/Consultation processes undertaken by the Council with the Community.**

The complainants made a number of assertions on the community engagement /consultation processes employed by Council. They made statements such as, the public were not properly consulted, consultations were very one sided, the survey was completely biased, consultation was minimal as only a small number of a large population responded and those that responded were mainly the elderly and workers were ignored, consultants used free food to generate interactions and consultants turned away anyone who showed strong opposition to the project.

In order to determine whether these assertions had validity, the reviewer reviewed all reports and survey instruments and measures used by the council over the life of the project. For example, it was inferred that in at least one survey conducted between October and December 2017 there was no provision for respondents to register their opposition to the project, and yet the survey report clearly outlines why people don't support the project. Reasons given were as follows;

- Cost – project is perceived as expensive and council rates will increase

- Current facilities are fine and no upgrade is needed
- See other areas for Council to spend money such as roads and footpaths.

It is very important to note that consideration of this project from concept stage to a final decision on the actual scope of the project has been undertaken over a relatively long period of time of a minimum of 6 years. This is a very long time to consider a project of any kind but it is not surprising that a project of the size, impact and importance to the Council and community as this project is, required such an intensive period of discussion and review.

The Review has found that since the commencement of this project in the 2011-2012 financial year, wherein the Council first outlined the Community Hub concept in the Salisbury City Centre Renewal Strategy there has been many and varied community engagement and consultation processes undertaken right up to the Councils final decision in December 2017.

The table at **ATTACHMENT 2** outlines the community engagement and consultation measures utilised by the Council over a period of at least 6 years from concept to specific decisions on detailed scope and form of the Hub.

The table provides a high level summary that pulls out the community engagement components for those strategically aligned projects that were referenced in the background section of the Community Hub Reports back to 2011 with the overarching Salisbury City Centre Renewal Strategy. The table focusses on summarising the timing, total numbers, measures used, specific or date ranges for activities/sessions and demographic data (where collected). Noting that in respect to the sessions held since August 2017 until early December 2017, due to the large number of individual sessions, there is a summary only. All the detail of numbers at each session, date held, photographs and outcomes etc. are in the full consultation reports provided to Council.

Some key observations are made about the community engagement/consultation processes utilised by Council as follows;

- Throughout the 6 plus year period, Council has used external and independent expert organisations to prepare comprehensive communication strategies and other skilled organisations to undertake specific surveys and consultation processes in order to ensure a professional approach, external oversight of the processes and provision of objective data
- Over the period of consultation, over 3,000 people have been directly involved in the consultation processes
- There has been a wide range of ages of people involved and a good spread of men and women
- Many more people have accessed the Council website and reviewed the documentation on the Hub
- It is noted that in many instances where opportunities have been provided for consultation and feedback there have been very few community members attend; it is noted that this is not unique to the City of Salisbury – it is a phenomenon that occurs across all Councils as there does not appear to be great interest in Council decisions and particularly on budget and financial matters
- All documents and reports on which final decisions have been made have been made available both, in forums and on the Council website

- Consultation mechanisms utilised have been many and varied and have included a wide range of measures which are outlined below and while comprehensive it does not completely cover absolutely every measure but is designed to demonstrate the detailed effort undertaken by Council to access as many residents and stakeholders as possible. The measures utilised include on-line and hard copy surveys and questionnaires, stakeholder meetings and workshops, market research, public displays at Council facilities and in shopping centres and community centres, distribution of bulletins, letters sent to key community groups and organisations, stand alone and dedicated webpage, posters and flyers, electronic noticeboards, adverts in local press and local radio, face to face interviews, Facebook, Twitter feeds and social media, photography competition, postcards, letters and emails to MP's, government agencies and local businesses, roadshows, targeted stakeholder sessions, pop up information kiosks, fact sheets, and engagement with key Council Reference Groups eg Salisbury Seniors Alliance, Disability Access Inclusion Network, Reconciliation Action Plan Working Group and Youth Council

In conclusion, the inference that Council has not undertaken thorough and complete community engagement and consultation processes over the 6 plus year period is unable to be sustained. The evidence speaks for itself. The Council has gone to great lengths in its attempt to consult and engage with the community in a meaningful and open manner. Consultation mechanisms utilised have been many and varied and have included a wide and comprehensive range of measures which demonstrate the detailed effort undertaken by Council to access as many residents and stakeholders as possible. While not every resident of the Council area has taken up the opportunity to participate in the consultation processes they have been given every opportunity to do so whether it be from the comfort of their own home via the website and written communication or through attendance at the many and varied public events held over a long period of time.

### **Review Issue 2 - The appropriateness and timeliness of all relevant information provided to Council (and Councillors) and to the community and the issue of confidentiality**

The complainants raise a number of concerns about the appropriateness and timeliness of the provision of all relevant information to the Council, Councillors and to the community, and that information was kept confidential until after the decision was made. One complainant also makes the point that there was no opportunity for residents and ratepayers to cast a vote for or against the expenditure.

Addressing the issue of casting a vote firstly, the very tenets of local democracy is that the elected councillors represent the community at the Council table and it is their responsibility to properly represent the views and concerns of their constituency on any vote on key issues, so it is not feasible for residents to cast a vote per se. Council may have chosen to conduct a poll or referendum and if this produced either a positive or negative outcome those for and against the project would still remain disaffected. Conversely, if the poll did not attract sufficient numbers of votes the matter would still remain in the hands of the Council to make a decision. At the end of the day it is their responsibility to make decisions on behalf of the community in the best interest of at least the majority of the community, with the most comprehensive evidence available to support each and every decision. In any event, residents had every opportunity to voice their concerns about the project and expenditure through the comprehensive community engagement and consultation processes over a number of years.

With respect to the appropriateness and timeliness of information provided to Council and Councillors, a review of Council and Committee reports and Council and Committee minutes, including questions on notice revealed a number of issues.

Council's consideration of the Community Hub first commenced in 2011-2012 financial year when the Salisbury City Centre Renewal Strategy was endorsed by Council on 9th July 2012. This Strategy was then considered by the Salisbury Town Centre Sub Committee on 13th August 2012 which included the consideration of three different structure options and adoption of the preferred proposal to extend Church Street through or around the existing Council building including reference to a new civic building. Further discussion and consideration on the Hub proposal was listed on the Policy and Planning Committee agenda in February 2014 and then on a regular basis through 2015, 2016 and 2017. The key milestone decision points were as follows;

- The City Plan 2030 was endorsed by Council (Item 1.3.1, Policy and Planning Committee, 18/04/2016) included the Salisbury Community Hub as a critical action to be delivered in the first five years of the plan as a result of the decisions in 2011/12 under the Salisbury City Centre Renewal.
- The Salisbury City Centre Development Plan Amendment (DPA) and the supporting Urban Design Framework (UDF) in support of the delivery of the Salisbury City Centre Renewal Strategy was then endorsed by Council (Item 1.3.1, Policy and Planning Committee, 20/06/2016) to guide private, council and government investment in the City Centre. Both policy documents included the extension of Church Street through the current 12 James Street Council site and identified a new community hub (location to be determined) in the core of the City Centre to align to the objectives and strategies of the City Plan 2030.
- The Annual Plan and Budget 2016/17 was endorsed by Council (Item GB2, Council, 27/06/2016) and included the Salisbury Community Hub project as part of the Long Term Financial Plan, identifying the net project forecast cost estimate of \$37 million and that the community hub project would include the construction of a regional community hub in the Salisbury City Centre which would deliver face to face customer service, community services, library, civic spaces and community accessible meeting spaces along with the provision of functional office space.
- The Annual Plan and Budget 2017/18 was endorsed by Council (Item GB5, Council, 26/06/2017) forecasted the commencement of construction in the 2017/18 financial year subject to a number of hold points through the design and tender process and future Council decisions for the construction of a regional community hub in the Salisbury City Centre which would deliver face to face customer service, community services, library, civic spaces and community accessible meeting spaces along with the provision of functional office space
- The Salisbury Community Hub Concept Development was endorsed in May 2017 and consultations were undertaken with key Council Reference Groups
  - Salisbury Seniors Alliance
  - Disability, Access & Inclusion Network
  - Reconciliation Action Plan Working Group
  - Youth Council

Due to the confidentiality that existed around the specific site, to secure key user feedback on the early concept scoping, the Design and Project Teams met with



Council Reference Groups in special 1 hour briefing sessions to collect ideas about what they would like included in the new hub, with detailed minutes collated. These discussions were not site specific but focussed on a wish list that influenced early design outcomes. The endorsed vision and shaping principles that were public information from April 2015 framed the discussion. The four reference group sessions were facilitated by Steve Rossiter of Elton Consulting who provided information relating to other case studies of community hubs as part of the presentation.

- The Salisbury Community Hub Design Development was endorsed in August 2017.

Consultation was undertaken concurrent with design development, with the consultation report sent through to the architect weekly across the period to inform design with the final report included to inform Council decision.

Consultation methodology strategy was endorsed by Council's executive, prior to roll-out and sought to achieve two things -

1) Increase understanding of what a community hub is and where it is proposed to be located in the City Centre, due to conclusion of negotiations to secure the site and lifting of the confidentiality.

2) Ensure feedback on how the community currently use the city centre, how they would like to use the city centre and what would attract people were explored.

Photography was used to identify architectural themes, materials and inclusions to understand what the Salisbury community most liked and most valued that directly informed the refinement of design details such as the inclusion of the bleacher stairs and outside screen as high priorities.

- The Salisbury Community Hub Design Development Report was endorsed by Council (Item 1.3.4, Policy and Planning Committee, 18/09/2017) to proceed to detailed tender drawings at approximately 50% design completion, including application for Development Plan Consent.

- The Salisbury Community Hub Detailed Design – Council Decision to Proceed

Salisbury Community Hub Detailed Design Drawings endorsed by Council (Item 1.3.2, Policy and Planning Committee, 11/12/2017) and to proceed to a select tender process.

There is one critical decision point which occurred in April 2015. On the 20 April 2015, the Policy and Planning Committee made the following critical decision;

### *1.3.3 Salisbury City Centre Community Hub*

- 1. That the Salisbury Community Hub vision provided as Attachment 1 be endorsed.*
- 2. That the Salisbury Community Hub shaping place principles provided as Attachment 2 be endorsed.*
- 3. That the community hub multi-criteria assessment tool provided as Attachment 3 and its use to inform both the Salisbury City Centre Regional Hub and future neighbourhood level community hub investigations be noted.*
- 4. That the staging and decision milestone timeline for the next phase of the Salisbury Community Hub project provided as*

*Attachment 4 be noted.*

5. *That the report be received and the Elton Consulting Salisbury Community Hub Phase 1 background report provided as Attachment 5 be noted.*

This decision was confirmed by full Council at the meeting held on 27 April 2015. This decision was critical as the Council decided that it supported the principle and vision of the Community Hub and gave effect to the Council staff to proceed on developing design and building options, detailed costings and funding options.

In conclusion this overview highlights that Council dating back to 2012 was kept closely informed and involved in the detailed considerations regarding the development of the Hub.

With respect to the provision of information regarding the cost of the new development versus the renovation and upgrade of the existing facility these issues were dealt with by Council over a number of meetings as a result of reports and a number of questions on notice. While this information will not be spelt out in detail it is instructive to provide an overview of the questions and information provided;

- August 2017 - Up to 20 Questions on Notice were asked on a range of matters relating to costs of the proposed building, costs to refurbish the existing building and other facilities and release of confidential information. Very detailed answers were provided and in every instance proficient information being provided on Council processes and sound decision making.
- September 2017 – Up to 4 Questions on Notice were asked with the main one being on detailed costing for the total project including, a breakdown of the costs for upgrading the existing building and expenditure for each component of the new building. The answer included the table below;

|  |  |
|--|--|
| Table 1  | 4 Storey Design Development (30% Drawings) |
| Demolition & Site Preparation  | \$210k                                     |
| Site Infrastructure & Servicing  | \$617k                                     |
| Building Works   | \$28.446m                                  |
| Contingencies and professional fees  | \$7.7m                                     |
| Furniture Fittings and Equipment/AV/ICT                                    | \$3.43m                                    |
| Decanting and Relocation   | \$85k                                      |
| Post Occupancy Tuning & Project Communications                             | \$205k                                     |
| Open Space / Streetscape Upgrade   | \$1.607m                                   |
| Demolition Civic Building & Carpark Replacement                            | \$1.06m                                    |
| Project Client Representative (outside normal professional fee allowances) | Incl.                                      |
| Total Order of Cost Estimate   | \$43.36m (2)                               |
| Net Project Cost following identified returns                              | \$36.36m                                   |

|  |  |
|--|--|
| from sale of Len Beadell & 12 James Street land holdings |  |
|--|--|

Information was also provided on the cost to upgrade the existing facilities - The total cost estimate for Option 4 – Minor Works with escalation since 2015 is \$11.47m (excl. GST)

The answer went on to add that in addition, none of the above cost estimates for options 2, 3 and 4 include the cost of a new library. In a 2011 report from Hardy Milazzo Architects which preceded the 2015 MPH report, various options were considered for new civic, administration and library facilities in the Salisbury City Centre and the estimate at that time for a replacement stand-alone library of 3000m<sup>2</sup> was estimated to be \$13.5m. Cost escalation (using ABS 3020 Non-residential building construction South Australia Index since 2011) would bring this estimate to \$14.2M.

- December 2017 – a further 10 questions were asked on notice.

As a consequence of a review of all reports and answers to questions on notice it is considered that the information provided was extremely detailed and pertinent. In conclusion, it is considered that the information provided to Council, Councillors and ultimately to the community was both appropriate and timely.

With respect to the provision of confidential information and when this occurred, this was one area where the reviewer felt that there may have been an opportunity to provide this to the community earlier. It wasn't an issue for Councillors as they were given access to this information on a confidential basis. Accordingly, the reviewer probed the Council staff on the rationale regarding the confidentiality issue.

It was explained in some detail that as part of Item 1.10.2, Policy and Planning, 20 July 2015 Council resolved that pursuant to Section 91 (7) of the Local Government Act that the report containing the information summary relating to the MPH report remain confidential until such time as a final decision was made on a preferred location of the community hub and/or civic/office accommodation so as not prejudice any commercial negotiations of Council into a site not wholly owned by the City of Salisbury selected as the preferred site of the Community Hub. This confidentiality was lifted on 28 July 2017, six months prior to the decision (the subject of this review) to proceed.

Staff also explained that while the MPH Architect reports were not made public the contents of those reports were paraphrased in reports to Council and Committee. In essence, the staff expressed frustration at not being able to divulge the proposed site of the Hub, but this was not desirable due to sensitive negotiations occurring with other stakeholders, particularly Coles. The issue here was the need to obtain from Coles an agreement from them to release an encumbrance over the land proposed for the new Hub.

In conclusion, the rationale for confidentiality is sound and as soon as agreement had been reached with Coles, who took an inordinate amount of time to agree to the proposal, the confidentiality provisions were lifted. However, it is also important to note that the contents of MPH Architect reports were paraphrased in reports to Council and Committee.

### **Review Issue 3 - the suggestion of corruption and serious misconduct and maladministration.**

The complainants did not state outright that corruption and maladministration had occurred; it nevertheless needs to be dealt with a great degree of importance. These are indeed

serious inferences. None of the complainants were able to provide tangible evidence that any wrong doing had occurred in relation to this project by either Councillors or staff. One complainant felt it was wrong for the CEO to have ultimate responsibility for the project. It was explained that this is not the case as there are clear and detailed decisions made by Council on the scope and budget and timelines associated with the project and that the CEO needs to comply with those decisions and conduct the project against these decision points and to report on progress and seek approval for any variations as required.

In terms of there being appropriate checks and balances over this project the review revealed the following mechanisms have been in place over the course of the project.

- 1) Early scoping and site identification of the Salisbury Community Hub was overseen by a non-decision making Advisory Group. This group was established in late 2015 and first met on 14 January 2016. The group was chaired by an independent community consultant Kelvin Trimper and involved Mark Henderson from Norman Waterhouse acting in the role of legal and probity oversight. The group met 7 times, on a regular basis until 4 July 2016 when the site selection was confirmed for the Community Hub and work commenced to engage a Project Client Representative to commence the process of confirming a procurement strategy (later adopted as a Novated Design and Construct ) and commencing procurement for the design team.
- 2) In line with the engagement of Turner Townsend Thinc as the Project Client Representative, and an update report to Council in August 2016 ([Item 1.3.1, Policy and Planning Committee, 15/08/2018](#)) the Advisory Group was closed down and a Project Control Group (non-decision making) was established to oversee the project through the design and delivery phases with anticipated changing membership depending on the expertise required to best support Council through the project. It is important to note that two Elected Members who are also representatives of the Audit Committee, were appointed to be representatives on the Project Control Group (as part of this Council decision).
- 3) The Project Control Group (PCG), involves a legal and probity expert, currently Mabel Tam from Norman Waterhouse who replaced Mark Henderson upon Mark's departure from Norman Waterhouse in March 2016. The PCG first met on 6 October 2016 and to date has met 17 times, on a monthly basis with formal reports /minutes prepared by Turner Townsend Thinc.
- 4) Concurrent with the identification of a preferred site and presentation of the 15% architectural concept design confirming scope and suitability of the identified site, a Section 48 Prudential Management Report was prepared by Mark Booth from BRM Holdich and presented to Council under [Item 1.10.1, Policy and Planning, 17 July 2017](#).
- 5) The PCG identified the criticality of the engagement of the Principal Contractor for the project. A two-step tender process was undertaken with an open REOI and then a process of interviews and assessment to shortlist a select group of Tenderers to proceed to the RFT stage. A specialised probity advisor, David Powell from Powell & Co. was engaged to oversee the second phase RFT phase, from the debrief of the REOI team through to identification of a preferred Contractor.
- 6) David Powell will also be overseeing the Superintendent Consultant engagement running concurrent with the RFT.

In conclusion, on the strength of the evidence provided to the review, the reviewer is more than satisfied with the probity and prudential control and management of the project and is also very satisfied on the strength of the evidence provided that there is no evidence of corruption or maladministration. On the contrary, the Council is considered to be operating in an open, transparent and accountable manner in every respect of this project.



## **ADVICE TO PEOPLE WHO REQUESTED THE INTERNAL REVIEW OF COUNCIL DECISION**

### **Review Issue 1 – The appropriateness of the Community Engagement/Consultation processes undertaken by the Council with the Community.**

My advice for Council to give to the people who queried the appropriateness of the community engagement/consultation processes undertaken by the Council with the community is that the independent review found that over a period of 6 years plus years since the inception of this project as a vision for the future, the Council has gone to great lengths in its attempt to consult and engage with the community in a meaningful and open manner. Consultation mechanisms utilised have been many and varied and have included a wide and comprehensive range of measures which demonstrate the detailed effort undertaken by Council to access as many residents and stakeholders as possible. While not every resident of the Council area has taken up the opportunity to participate in the consultation processes they have been given every opportunity to do so whether it be from the comfort of their own home via the website and written communication or through attendance at the many and varied public events held over a long period of time. The Council also listened to and acted on opposition to the concept, but in the final analysis the Council has to act on the wishes of the majority.

### **Review Issue 2 - The appropriateness and timeliness of all relevant information provided to Council (and Councillors) and to the community and the issue of confidentiality**

My advice for Council to give to the people who queried the appropriateness and timeliness of all relevant information provided to Council (and Councillors) and to the community and the issue of confidentiality is provided in two parts.

Firstly, as to the appropriateness and timeliness of all relevant information provided to Council (and Councillors) and to the community, the independent review found, as a consequence of a review of all reports and answers to questions on notice over a period of 6 plus years, it is considered that the information provided was extremely detailed and pertinent. It is therefore considered that the information provided to Council, Councillors and ultimately to the community was both appropriate and timely.

Indeed, the decision which was confirmed by full Council at the meeting held on 27 April 2015 (almost 3 years ago) was critical for two key reasons;

1. The Council decided that it supported the principle and vision of the Community Hub and gave effect to the Council staff to proceed on developing design and building options, detailed costings and funding options.
2. This decision and supporting reports and documentation were in the public arena and available for community review.

Secondly, as to the issue of confidentiality and the provision of confidential information and when this occurred, this was one area where the reviewer felt that there may have been an opportunity to provide this to the community earlier. Despite suggestions to the contrary it was not an issue for Councillors as they were given access to this information on a confidential basis. Accordingly, the reviewer probed the Council staff on the rationale regarding the confidentiality issue.

Staff explained that while the MPH Architect reports were not made public the contents of those reports were paraphrased in reports to Council and Committee. In essence, the staff expressed frustration at not being able to divulge the proposed site of the Hub, but this was not desirable due to sensitive negotiations occurring with other stakeholders, particularly Coles. The issue here was the need to obtain from Coles an agreement from them to release an encumbrance over the land proposed for the new Hub.

It is suggested Council advice should be that the rationale for confidentiality is sound and as soon as agreement had been reached with Coles, who took an inordinate amount of time to agree to the proposal, the confidentiality provisions were lifted. However, it is also important to note that the contents of MPH Architect reports were paraphrased in reports to Council and Committee.

### **Review Issue 3 - the suggestion of corruption and serious misconduct and maladministration.**

My advice for Council to give to the people who made suggestions of corruption and serious misconduct and maladministration, is that it is noted that while the complainants did not state outright that corruption and maladministration had occurred; it nevertheless needed to be dealt with a great degree of importance as these are indeed serious inferences. The following key points should be made;

1. No tangible evidence was provided that any wrong doing had occurred in relation to this project by either Councillors or staff.
2. The issue of the CEO having ultimate responsibility for the project is not accurate as clear and detailed decisions have been made by Council on the scope and budget and timelines associated with the project and that the CEO needs to comply with those decisions and conduct the project against these decision points and to report on progress and seek approval for any variations as required.
3. There are appropriate checks and balances which have been implemented to ensure the project is conducted with the utmost openness, accountability and transparency.

Finally, it is suggested that the Council could provide advice that, on the strength of the evidence provided to the review, the reviewer is more than satisfied with the probity and prudential control and management of the project and is also very satisfied on the strength of the evidence provided that there is no evidence of corruption or maladministration. On the contrary, the Council is considered to be operating in an open, transparent and accountable manner in every respect of this project.

## REVIEW SUMMARY FINDINGS

The decision to proceed with the Hub, as resolved on 18 December 2017, was made in accordance with the powers conferred upon Council by the *Local Government Act 1999*. In doing so:

1. The Administration, on behalf of Council, has gone to great lengths, to consult and engage with the community in a meaningful and open manner and has undertaken appropriate community engagement/consultation processes with the community over a period of 6 plus years since the inception of the project.
2. Appropriate, timely, relevant and extremely detailed information was provided to Council (and Councillors), and to the community, and key decisions and supporting reports and documentation were in the public arena and available for community review.
3. Issues of confidentiality and the provision of confidential information were managed in a professional and sound manner, taking into account the timing of commercial in confidence negotiations, and that while Council could not produce in totality the key architect's report, the contents were paraphrased in reports to Council and Committee.
4. Clear and detailed decisions regarding scope, budget and timelines associated with the project were made by the Council, when giving overall responsibility for delivery of the project to the CEO.
5. Appropriate probity and prudential control measures, and project management processes were put in place, ensuring appropriate oversight of the project.
6. On the strength of the evidence provided there is no evidence of corruption or maladministration. On the contrary, the Council is considered to be operating in an open, transparent and accountable manner in every respect of this project and there are appropriate checks and balances which have been implemented to ensure the project is conducted with the utmost openness, accountability and transparency.



Internal Review Request  
Chief Executive Officer or Mayor  
City of Salisbury  
12 James Street  
SALISBURY SA 5108

Dear John Harry Chief Executive Officer,

**Re: Section 270 of the Local Government Act 1999**

I write to you in your capacity as the Chief Executive Officer of the City of Salisbury to request a Section 270 of the Local Government Act 1999 - Review of a Council Decision namely the 'Community Hub', myself like many other residents are concerned about the manner that the council decision to proceed with the Hub was made given some questionable circumstances, which include but not limited to:

- That the public not properly consulted, my experience was that consultations were force fed interactions between the public and council staff/paid consultants.
- That the consultation survey was unclear and did not provide an opportunity to register opposition to the entire concept, asked directed questions to generate an answer that supported the Hub construction.
- That the Hub consultation was minimal compared to population that might use the building and via rates have to pay for it.
- That the consultants at times used free food to generate interactions, results thus biased as some survey respondents essentially bribed.
- That consultants refused to accept opposition submissions to the Hub concept.
- That the Councillors and general public only given MPH builders report detailing issues with current building at time of consultation end.
- That Councillors were not given full detail and potential coatings of necessary not optional repairs to current building.
- That the process was improperly motivated by mayor & staff rather than councillors and that the Mayor & some councillors have conflict of interest in tender process, and have thus declared this publically but have remained in the decision making process.

In closing the Hub has the potential to be a great project for the City of Salisbury, however the so called survey was in many ways a deceptive process which has tarnished the project and has resolved many residents including myself to doubt its value and how these decisions were made/influenced by external parties. I have reasonable suspicion that if the complaint involves corruption in public administration, serious or systemic misconduct in public administration, or serious or systemic maladministration then the matter should be reported to the Office of Public Integrity (OPI) in accordance with the Independent Commissioner Against Corruption Act 2012.

Therefore I request a Section 270 Review of a Council Decision pertaining to ALL council resolutions that were related to the approval of the 'Community Hub'.

Many thanks,  
Brad Tsoumbris

Internal Review Request  
Chief Executive Officer or Mayor  
City of Salisbury  
12 James Street  
SALISBURY SA 5108

Dear John Harry Chief Executive Officer,

**Re: Section 270 of the Local Government Act 1999**

I write to you in your capacity as the Chief Executive Officer of the City of Salisbury to request a Section 270 of the Local Government Act 1999 - Review of a Council Decision namely the go ahead given to spending \$43.82 Million Dollars on the “4 Storey Council Offices/Community Hub”.

I am deeply concerned with the manner in which the Council decided to proceed with the Hub and some of the circumstances surrounding it, please note as follows:

- That the public were not properly consulted. Consultations occurred during limited times with one sided interactions between the public and council staff/paid consultants.
- That the consultation survey was completely biased, appearing that the hub had already been given the green light. There was no clear opportunity to register opposition to the entire concept, no yes or no question.
- That the Hub consultation was minimal, reaching just over 1000, compared to a population of over 140 thousand. Targeting mainly the elderly and ignoring those who’s rates will be paying for it:
- That the consultants at times used free food to generate interactions, leaving results thus biased as some survey respondents were essentially bribed.
- That consultants turned away anyone who showed a strong opposition to this project.
- That the Councillors and general public only given MPH builders report detailing issues with current building once the consultation had ended.
- That Councillors were not given full details and potential costing of necessary but optional repairs to current building.
- That the process has been motivated by mayor & staff rather than councillors.
- That it seems the Mayor & some councillors have conflict of interest in tender process, and have thus declared this but have remained in the decision making process.
- That the Chief Executive Officer of the City of Salisbury, a non elected member, has been given full control over the project.

In closing, a real Community Hub has the potential to be a great project for the City of Salisbury, however the arrogance and deception of the whole process has tarnished this project and has led to many residents, including myself, to doubt its value and trust in how these decisions were made.

I feel there is reasonable suspicion of corruption in public administration, serious misconduct in public administration, or serious or systemic maladministration and that the matter should be reported to the Office of Public Integrity (OPI) in accordance with the Independent Commissioner Against Corruption Act 2012.

Therefore I request a Section 270 Review of a Council Decision pertaining to ALL council resolutions that were related to the approval of the 'Community Hub'.

Kind regards

Sandy Holloway

**Internal Review Request**

**Chief Executive Officer or Mayor**

**City of Salisbury**

**12 James Street**

**SALISBURY SA 5108**

**Dear John Harry Chief Executive Officer**

**I write to you in your capacity as the Chief Executive Officer of the City of Salisbury to request a Section 270 of the Local Government Act 1999 – Review of a Council Decision namely the go ahead to spend \$43,82 million dollars on the elaborate new council offices, also known as a Community Hub.**

**I am extremely concerned with the manner in which the council decided to proceed with this building and some of the circumstances surrounding it. I have noted my concerns as follows.**

**We the public were not properly consulted.**

**Consultations were very one sided.**

**The survey was completely biased, it seemed as if the Hub had already been given the go ahead.**

**There was no opportunity to register opposition.**

**The consultation was minimal, given that there are approx 150,000 residents in the area, only 1000 were reached. Mainly targeting the elderly and ignoring the workers.**

**The consultants at times used bribing mechanisms to generate interactions. I.e. free food, thus leaving biased results.**

**People were turned away if showing a strong opposition to this project.**

**Councillors and general public were only given MPH builders report detailing issues with the**


**current building once the consultation has ended.**

**Councillors were not given full details and potential costing of necessary but optional repairs to current building.**

**The whole process has been motivated by Mayor and staff rather than councillors. It seems the Mayor and some councillors have conflict of interest in tender process, and have thus declared this but have remained in the decision making process.**

**The Chief Executive Officer of the city of Salisbury, a non elected member, has been given too much power in the decision making process. And has been given full control over the project.**

**A real Community Hub would be a fantastic project for the City of Salisbury, however the deception, arrogance, and secretive decisions has tarnished the whole project, and has led many residents, including myself to truly doubt its value, and how these decisions were made. I suspect that there is reasonable suspicion of corruption and serious misconduct in public administration, or serious or systemic maladministration then the matter should be reported to the Office of Public Integrity [OPI] in accordance with the Independent Commissioner against Corruption Act 2012. Therefore I request a Section 270 Review of a Council Decision pertaining to All council resolutions that were related to the approval of the 'Community Hub'.**

**Many thanks,**  
  
**Carol Scott**

Internal Review Request  
Chief Executive Officer or Mayor  
City of Salisbury  
12 James Street  
SALISBURY SA 5108

Dear John Harry, Chief Executive Officer,

**Re: Section 270 of the Local Government Act 1999**

I write to you in your capacity as the Chief Executive Officer of the City of Salisbury to request a Section 270 of the Local Government Act 1999 - Review of a Council Decision namely the 'Community Hub', myself like many other residents are concerned about the manner that the council decision to proceed with the Hub was made given some questionable circumstances, which include but not limited to:

- That there was a vastly inadequate level of public consultation undertaken in proportion to the level of population within the City of Salisbury.
- That there has been minimal information provided to the public about the costing of the hub and that because of this, people have not had the opportunity to consider the impact the hub will have on their annual rate payments (that being a 3% increase for at least the next 2 years).
- There were no open forums for people to attend and hear the pros and cons presented re the Hub with documentation available to take away.
- There was no opportunity for City of Salisbury ratepayers and residents to cast a vote for or against such a gross expenditure of ratepayer money.
- When a petition was presented to council, by a Council member, it was discounted and actually thrown across the floor by one person. As such, there was very little credence given to the importance of such a petition. This was a direct act of contempt and lack of respect shown to the people who had invested time to collect and present the signatures for council to consider and an act of betrayal to the residents who had, in good faith signed the petition.
- The consultation survey was unclear and did not provide an opportunity to register opposition to the entire concept. The survey focussed on the interior of the building only. The entire process was conducted in such a manner that it was structured to generate an answer that supported the Hub construction.
- Consultants refused to accept opposition submissions to the Hub concept and people with negative opinions were actually discounted on the spot.
- The 2014 MPH report was not presented as part of the agenda to Councillors and therefore the key findings were not discussed at any council meeting. As this report was not presented in its entirety and only the key findings discussed, councillors were unable to make an informed decision based on all the facts.

- That the Councillors and general public were only given MPH builders report detailing issues with current building at time of consultation end.
- Councillors were not given full details and potential costing of necessary not optional repairs to current building.
  
- That there has been an inadequate review of the impact of incorporating a cafeteria into the hub and its direct effect on local business. There was no viability study undertaken and no consultation of the local business's to ascertain their views on the cafeteria.
- That the renovation of the old building has been effectively discarded without fair considerations
- That council staff could adequately be relocated to the Salisbury Downs location
- That the Tender process is not transparent in that it has been kept secret from the general public.
- That the CEO has been given the power of both selection of tenders and payment of tenders, that in itself poses a potential for conflict of interest.

I also believe a far cheaper option should have been investigated; the cost for this Hub is outrageous. There are so many, neglected areas in Salisbury, that this project, however well meaning, has done nothing to inspire resident confidence in the vision of this council. Money would have been far better spent in upgrading, parks, reserves, verges, sports areas and the City of Salisbury, including the town centre as a whole. Overall Salisbury has a lower Socio Economic population and such grandiose expenditure on what is effectively an admin building, cannot be justified when it is compared to the remainder of the buildings in the town centre. Sadly this council has not had the foresight to put its residents first.

In closing, the Hub had the potential to be a great project for the City of Salisbury; however, so many deceptive ways have tarnished the project. Many residents, including myself, doubt the integrity of the decision making process and how the decisions were made or influenced by external parties. The decadent cost, which no doubt will blow out, the secret tender process and the lack of public consultation all contribute to the lack of faith in the decision making process.

Therefore I request a Section 270 Review of a Council Decision pertaining to ALL council resolutions that were related to the approval of the 'Community Hub' from the time of inception until current day. .

Many thanks,  
Gillian Koziol





| Year      | Strategic Investigation Component  | Community Engagement Measures   | Number of Responses | Demographic  |
|-----------|--|---|---------------------|--|
| 2011-2012 | <p><b>Salisbury City Centre Renewal Strategy</b></p> <p>Endorsed by Council (Item STCSC3, Salisbury Town Centre Sub Committee, 09/07/2012 and Implementation Plan including the consideration of three different structure options and adoption of the preferred proposal to extend Church Street through or around the existing Council building including reference to a new civic building (Item STSC1, Salisbury Town Centre Sub Committee, 13/08/2012).</p> | <p>Stage 1: Developing a vision for the Salisbury Town Centre and ideas for how this could be achieved to improve the Town Centre now and into the future (held May - June 2011)</p> <ul style="list-style-type: none"> <li>• Questionnaire (online and hard copy).</li> <li>• 'Street Talk' open day event in front of Len Beadell Library.</li> <li>• 2 stakeholder and community workshops.</li> <li>• Targeted stakeholder meetings.</li> <li>• Council staff led activities involving a diverse range of interests including local residents, property owners, traders, local and regional service providers, community groups and state government departments.</li> <li>• Market research (users and non-users of the Salisbury Town Centre via face-to-face and phone surveys).</li> </ul> <p>Stage 2: Developing design options (held August – September 2011)</p> <ul style="list-style-type: none"> <li>• 2 design workshops to develop structure plan options.</li> <li>• Targeted stakeholder meetings.</li> </ul> <p>Stage 3: Seeking feedback on design options for both Salisbury Town Centre and John Street traffic movement (held November – January 2012)</p> <ul style="list-style-type: none"> <li>• 'Street Talk' open day event.</li> <li>• Youth Council workshop.</li> <li>• Staffed display at Salisbury Christmas pageant.</li> <li>• Public display at Council Office.</li> <li>• Questionnaire (online and hard copy).</li> <li>• Targeted stakeholder meetings.</li> <li>• Elected members and Northern Economic Leaders workshop.</li> </ul> <p>Stage 4: Finalising the plan (held March – May 2012)</p> <ul style="list-style-type: none"> <li>• Targeted stakeholder meetings.</li> <li>• Elected members workshop.</li> </ul> <p>Promotional tools used:</p> <ul style="list-style-type: none"> <li>• Distribution of four project bulletins (4,200 letterbox drop) and 450 non-resident property owners; people participating in consultation activities; via the Salisbury library database (11,000 recipients).</li> <li>• Letters sent to key community groups and organisations.</li> <li>• Dedicated webpage.</li> <li>• Posters and flyers displayed in Council facilities, local businesses, electronic notice boards and adverts/articles in the local Messenger, Facebook blasts promoting specific events.</li> </ul> | 1,803               | Stage 1 questionnaire contains suburb information of the respondents but no age bracket was collected. |

| Year      | Strategic Investigation Component  | Community Engagement Measures   | Number of Responses | Demographic  |
|-----------|--|---|---------------------|--|
| 2015-2016 | <p><b>City Plan 2030</b></p> <p>Endorsed by Council (Item 1.3.1, Policy and Planning Committee, 18/04/2016) included the Salisbury Community Hub as a critical action to be delivered in the first five years of the plan as a result of the decisions in 2011/12 under the Salisbury City Centre Renewal.</p> | <p>Stage 1: Early engagement to inform the content of the new City Plan 2030 (held July – September 2015)</p> <ul style="list-style-type: none"> <li>• Surveys (online and hard copy including self-seal postage paid version stapled into Salisbury Aware).</li> <li>• Reply paid postcards (same baseline engagement questions as used in the surveys containing less demographic and background information) distributed to local shops and businesses for their customers.</li> <li>• Visual expressions of Salisbury’s faces and places through an online photography competition ‘Salisbury through your eyes’.</li> <li>• Face-to-face interviews at:                             <ul style="list-style-type: none"> <li>○ Streets in the Streets in the Salisbury City Centre (John Street, Church Street and Salisbury Civic Square);</li> <li>○ Parabanks Shopping Centre;</li> <li>○ Hollywood Plaza;</li> <li>○ Ingle Farm Shopping Centre;</li> <li>○ Mawson Lakes streets;</li> <li>○ The University of South Australia, Mawson Lakes;</li> <li>○ Para Hills Community Centre.</li> </ul> </li> <li>• Key stakeholder meetings/workshops/events                             <ul style="list-style-type: none"> <li>○ Northern Business breakfast;</li> <li>○ Reconciliation Action Plan (RAP) working group;</li> <li>○ Salisbury Youth Council meeting;</li> <li>○ Northern Volunteering meeting.</li> </ul> </li> <li>• 3 internal workshops with Council staff and Elected members workshop.</li> </ul> <p>Stage 2: Finalising the plan (held February – March 2016)</p> <ul style="list-style-type: none"> <li>• Provision of the Council endorsed draft plan to stakeholders and people who participated in the Stage 1 engagement for information and comment.</li> <li>• Invitation to the general community to comment with location points at libraries, Council Office and community centres.</li> <li>• Presentation to Elected members at Informal Strategy.</li> </ul> <p>Promotional tools used:</p> <ul style="list-style-type: none"> <li>• Facebook and Twitter feeds;</li> <li>• An article in Council’s ‘Salisbury Aware’ magazine (July edition) ;</li> <li>• Posters, survey drop boxes, surveys, postcards and photography competition flyers presented in all of the Council’s community centres and libraries;</li> <li>• A dedicated website linked with other Council’s websites;</li> <li>• Postcards delivered to many businesses, cafes, restaurants and shops across the City of Salisbury catchment with a request to be displayed in</li> </ul> | 1,024               | <p>Stage 1 engagement -<br/>16% 10-19 years old,<br/>15% 20-29 years old,<br/>15% 30-39 years old,<br/>13% 40-49 years old,<br/>14% 50-59 years old,<br/>15% 60-69 years old,<br/>13% 70+ years old (age group information available for 771 participants).</p> <p>Information on participants’ gender, what they do (eg live, work, study, etc), post code were also collected.</p> |

| Year | Strategic Investigation Component  | Community Engagement Measures  | Number of Responses | Demographic  |
|------|--|--|---------------------|--|
|      |  | <p>prominent locations;</p> <ul style="list-style-type: none"> <li>• Promotion through the Polaris website;</li> <li>• Promotion at stakeholder events;</li> <li>• Word-of-mouth promotion by Council staff and Elected Members;</li> <li>• Public notice in the Messenger and Advertiser</li> </ul>   |                     |  |
| 2016 | <p><b>Salisbury City Centre Development Plan Amendment (DPA) and the supporting Urban Design Framework (UDF) in support of the delivery of the Salisbury City Centre Renewal Strategy</b></p> <p>Endorsed by Council (Item 1.3.1, Policy and Planning Committee, 20/06/2016) to guide private, council and government investment in the City Centre. Both policy documents included the extension of Church Street through the current 12 James Street Council site and identified a new community hub (location to be determined) in the core of the City Centre to align to the objectives and strategies of the City Plan 2030.</p> | <p>Agency and public consultation on the draft Salisbury City Centre DPA and UDF as an attachment (held March – April 2016)</p> <ul style="list-style-type: none"> <li>• Email to Local Members of Parliament and adjoining Councils notifying them of the DPA and its consultation period.</li> <li>• Email to government agencies notifying them of the DPA and its consultation period.</li> <li>• Letter to 696 owners and occupiers of property within and adjoining the area affected by the DPA notifying them of the DPA and its consultation period.</li> <li>• Display of the DPA documents at Council Office and Len Beadell Library at John Street, Salisbury.</li> <li>• Dedicated Council webpage where the documents can be viewed and downloaded.</li> <li>• Drop-in style information session.</li> <li>• Individual meetings with a number of key land owners in the City Centre.</li> <li>• Presentation to Elected members at Informal Strategy.</li> </ul> <p>Promotional tools used:</p> <ul style="list-style-type: none"> <li>• Public notices in the Advertiser, Messenger and Government Gazette.</li> </ul> | 19                  | <p>No age bracket information was collected on the respondents. Names, address / names of organisation available.</p> <p>It is not uncommon that limited feedback is returned on Council on this form of policy change and the statutory consultation process given limited residential users directly affected in a City Centre location.</p> |
| 2016 | <p><b>Annual Plan and Budget 2016/17</b></p> <p>Endorsed by Council (Item GB2, Council, 27/06/2016) included the Salisbury Community Hub project as part of the Long Term Financial Plan, identifying the net project forecast cost estimate of \$37 million and that the community hub project would include the construction of a regional community hub in the Salisbury City Centre which would deliver face to face customer service, community services, library, civic spaces and community accessible meeting spaces along with the provision of functional office space.</p>  | <p>Public consultation on the Draft Annual Plan and Budget 2016/17 (held May 2016)</p> <ul style="list-style-type: none"> <li>• Display of the draft Annual Plan on Council website, Council office, recreation centres, libraries and community centres.</li> <li>• Public comments invited by letter, email, phone or attending to public meeting.</li> <li>• A dedicated webpage linked with Council's Have Your Say section with an option to make a submission or to ask a question in an electronic form.</li> <li>• Verbal representation at the commencement of the Council meeting.</li> </ul> <p>Promotional tools used:</p> <ul style="list-style-type: none"> <li>• Adverts placed in the Messenger (Northern and Leader).</li> </ul>  | 2                   | <p>No age bracket information was collected on the respondents.</p> <p>It is not uncommon that limited feedback is returned on Council on this statutory Annual Plan Community Engagement.</p>   |
| 2017 | <p><b>Annual Plan and Budget 2017/18</b></p>   | <p>Public consultation on the Draft Annual Plan and Budget 2017/18 (held May</p>   | 12                  | <p>No age bracket information was collected on the</p>   |

| Year | Strategic Investigation Component  | Community Engagement Measures  | Number of Responses | Demographic   |
|------|--|--|---------------------|---|
|      | Endorsed by Council (Item GB5, Council, 26/06/2017) forecasted the commencement of construction in the 2017/18 financial year subject to a number of hold points through the design and tender process and future Council decisions for the construction of a regional community hub in the Salisbury City Centre which would deliver face to face customer service, community services, library, civic spaces and community accessible meeting spaces along with the provision of functional office space | <p>2017)</p> <ul style="list-style-type: none"> <li>• Display of the draft Annual Plan on Council website, Council office, recreation centres, libraries and community centres.</li> <li>• Public comments invited via website, by letter, email, phone or attendance at a public meeting.</li> <li>• A dedicated webpage linked with Council’s Have Your Say section.</li> </ul> <p>Promotional tools used:</p> <ul style="list-style-type: none"> <li>• Adverts placed in the Messenger (Northern and Leader);</li> <li>• Facebook and Twitter feeds.</li> </ul>   |                     | <p>respondents.</p> <p>It is not uncommon that limited feedback is returned on Council on this statutory Annual Plan Community Engagement.</p>  |
| 2017 | <p><b>Salisbury Community Hub Concept Development – May 2017</b></p> <ul style="list-style-type: none"> <li>• Salisbury Seniors Alliance</li> <li>• Disability, Access &amp; Inclusion Network</li> <li>• Reconciliation Action Plan Working Group</li> <li>• Youth Council</li> </ul>   | <p>Due to the confidentiality that existed around the specific site, to secure key user feedback on the early concept scoping, the Design and Project Teams met with Council Reference Groups in special 1 hour briefing sessions to collect ideas about what they would like included in the new hub, with detailed minutes collated. These discussions were not site specific but focussed on a wish list that influenced early design outcomes.</p> <p>The endorsed vision and shaping principles that were public information from July 2016 framed the discussion.</p> <p>The four reference group sessions were facilitated by Steve Rossiter of Elton Consulting who provided information relating to other case studies of community hubs as part of the presentation.</p>   | 38                  | Mix of demographics focussed on goal of reference group   |
| 2017 | <p><b>Salisbury Community Hub Design Development – August 2017</b></p> <p>August /September 2017</p> <p>Consultation undertaken concurrent with design development, with the consultation report sent through to the architect weekly across the period to inform design with the final report included to inform Council decision.</p> <p>Consultation methodology strategy was endorsed by Council’s executive, prior</p>  | <p>Public consultation to inform design development (held August 2017) aligned with Salisbury City Centre Renewal Marketing Communications Strategy 2017-2020 endorsed by Council (Item 1.7.2, Policy and Planning 19/06/2017)</p> <ul style="list-style-type: none"> <li>• Community Drop-in Event - Across four days at Len Beadell Library in timeslots (aligned to late night shopping and library opening) to suit a wide variety of stakeholders.</li> <li>• An online and hard copy survey (with identical content) was open across the eleven day engagement period.</li> <li>• Existing Library/ Community Facilities ‘roadshows’ outside the Salisbury City Centre including Para Hills Library, Ingle Farm Library, Salisbury West Library, Mawson Lakes Library and Jack Young Centre.</li> <li>• Individual targeted stakeholder session with NASSSA – Northern Adelaide State Secondary Schools Alliance.</li> </ul> | 1,127               | <p>Age bracket information collected for survey participants (n=551) –</p> <ul style="list-style-type: none"> <li>14% 0-15 years old,</li> <li>12% 16-25 years old,</li> <li>12% 26-35 years old,</li> <li>13% 36-45 years old,</li> <li>9% 46-55 years old,</li> <li>13% 56-65 years old,</li> <li>27% 65+ years old</li> </ul> <p>Noting the demographics also relate to the users of the Council and community facilities that were part of the engagement with a higher proportion of retired community members users of facilities such as</p> |

| Year | Strategic Investigation Component  | Community Engagement Measures   | Number of Responses                                      | Demographic  |
|------|--|---|--|--|
|      | <p>to roll-out and sought to achieve two things</p> <ol style="list-style-type: none"> <li>1) Increase understanding of what a community hub is and where it is proposed to be located in the City Centre, due to conclusion of negotiations to secure the site and lifting of the confidentiality.</li> <li>2) Ensure feedback on how the community currently use the centre, how they would like to use the centre and what would attract people were explored.</li> <li>3) Photography was used to identify architectural themes, materials and inclusions to understand what the Salisbury community most liked and most valued that directly informed the refinement of design details such as the inclusion of the bleacher stairs and outside screen as high priorities.</li> </ol> <p>Salisbury Community Hub Design Development Report endorsed by Council (Item 1.3.4, Policy and Planning Committee, 18/09/2017) to proceed to detailed tender drawings at approximately 50% design completion, including application for Development Plan Consent.</p> | <ul style="list-style-type: none"> <li>• Invitation Breakfast Event – Strategic Land Owners / Salisbury Business Association/ Elected Members including hand delivered letters to all business owners in Salisbury City Centre.</li> <li>• Multicultural Communities – Facilitated Sessions with seven different cultural groups.</li> <li>• Re-engagement with Council’s Reference Group Session (Salisbury Seniors Alliance, Disability Access Inclusion Network, Reconciliation Action Plan, Youth Council) who previously provided feedback during concept development in May 2017.</li> <li>• Full day community pop-up session at Parabanks Shopping Centre.</li> <li>• Children’s colouring engagement activity – run through Libraries and as part of the community drop-in event.</li> <li>• Elected member briefing.</li> </ul> <p>Communication tools used:</p> <ul style="list-style-type: none"> <li>• Media releases to established Media;</li> <li>• Cooperative communication with key stakeholders and government advocacy;</li> <li>• Updates on Council’s social media, including video content;</li> <li>• Regular updating of Council website information, with news, video and plans and regularly updated ‘frequently asked questions’ (FAQ);</li> <li>• Public displays of available information in City of Salisbury centres and other City of Salisbury library and community centre locations;</li> <li>• Variable Message Board signage;</li> <li>• Hand delivered information to tenants/owners Salisbury City Centre;</li> <li>• Salisbury Aware Magazine feature story;</li> <li>• Messenger press advertising; and</li> <li>• Radio advertising on local radio.</li> <li>• A stand-alone website for the Salisbury City Centre (<a href="http://www.salisburycitycentre.com">www.salisburycitycentre.com</a>) as a forum to share information with the community and stakeholders as well as supporting community engagement, as appropriate, for the different stages of all projects within the Salisbury City Centre Renewal, including the Community Hub.</li> </ul> <p>For a copy of the full consultation report that was prepared by the internal project team based on an endorsed consultation strategy, see Attachment 1 of the report to Policy and Planning Committee (Item 1.3.4, 18/09/2017).</p> |  | <p>Community Centres and Libraries in the current model</p> <p>Targeted engagement occurred with youth, business and family events to seek a variety of views.</p> |
| 2017 | <p><b>Salisbury Community Hub Detailed Design – Council Decision to Proceed</b></p> <p>Salisbury Community Hub Detailed</p>  | <p>Public consultation to inform detailed design development (held September – December 2017) aligned with Salisbury City Centre Renewal Marketing Communications Strategy 2017-2020 endorsed by Council (Item 1.7.2, Policy and Planning 19/06/2017)</p>   | <p>1,200 direct engagement with 975 survey feedbacks</p> | <p>Age bracket information collected for survey participants (n=947) –<br/>6% 18-24 years old,<br/>5% 25-29 years old,</p>   |

| Year | Strategic Investigation Component   | Community Engagement Measures  | Number of Responses | Demographic  |
|------|---|--|---------------------|--|
|      | <p>Design Drawings endorsed by Council (Item 1.3.2, Policy and Planning Committee, 11/12/2017) and to proceed to a select tender process.</p> | <p>Noting that the engagement outcomes and surveys were overseen by an independent consultation company Square Holes to provide independent oversight and ensure the survey numbers and results were statistically relevant. Square Holes designed the methodology and survey in consultation with Council and oversaw the entire process. Council staff manned the information kiosks supported by Square Holes staff at peak periods.</p> <p>The sessions were part of the Fuller strategy to undertake independent market research to establish objective data and direct community commentary to provide an indication of the level of community support for the project that was statistically relevant.</p> <ul style="list-style-type: none"> <li>• Pop-up information kiosks to continue to raise community awareness on the Community Hub Project and provide new information in the form of floor plans and architectural elevations at the following events/locations.                             <ul style="list-style-type: none"> <li>○ Aussie Era Car Show</li> <li>○ John Street – outside Len Beadell Library</li> <li>○ Mawson Lakes Corporate Cup</li> <li>○ Parabanks Shopping Centre</li> <li>○ Ingle Farm Shopping Centre</li> <li>○ Salisbury Civic Square</li> <li>○ Hollywood Plaza Shopping Centre</li> <li>○ Salisbury Plays Community Event, St Kilda</li> <li>○ Salisbury Christmas Pageant.</li> </ul> </li> <li>• Re-engagement with Council’s Reference Groups including Salisbury Seniors Alliance, Disability Access Inclusion Network, Reconciliation Action Plan Working Group and Youth Council, who previously provided feedback during concept development in May 2017 and Design Development in August 2017.</li> <li>• A fixed project information display was provided at Len Beadell Library between 25th of October and the 2nd of December with library staff briefed to provide the community information on the project and surveys and fact sheets available.</li> <li>• Return engagement was undertaken with a broad range of other community groups who participated in the previous engagement including the multi-cultural communities, Salisbury Business Association, Morella and Para Hills Active Aging Centre, to provide a project update and additional information with surveys collected as part of each briefing session.</li> <li>• Additional community briefings were held with groups at Mawson</li> </ul> |                     | <p>6% 30-34 years old,<br/>                     6% 35-39 years old,<br/>                     5% 40-44 years old,<br/>                     4% 45-49 years old,<br/>                     6% 50-54%,<br/>                     5% 55-59 years old,<br/>                     7% 60-64 years old,<br/>                     15% 65-69 years old,<br/>                     14% 70-74 years old,<br/>                     22% 75+ years old</p> <p>Noting as identified in the report prepared by independent Marketing and community company Square Holes, there was a greater number of respondents in the 65 plus age group as they are heavy users of our existing facilities such as libraries and more likely to stop at Shopping Centre stands.</p> <p>Targeted engagement occurred at youth, business and family events to seek a variety of views.</p> |

| Year | Strategic Investigation Component | Community Engagement Measures  | Number of Responses | Demographic |
|------|-----------------------------------|--|---------------------|-------------|
|      |                                   | <p>Lakes Trinity Green retirement community, Salisbury East Neighbourhood Centre and Bagster Road Community Centre.</p> <ul style="list-style-type: none"> <li>• Through the various engagement activities, we received 975 survey feedback forms and directly engaged with approximately 1200 community members across the six week period. For the outcomes of this engagement see the report from consultants Square Holes in Attachment 1 of see Attachment 1 of the Policy and Planning Committee Report (Item 1.3.2, 11/12/2017).</li> <li>• 2 Elected member briefings.</li> </ul> <p>Communication tools used:</p> <ul style="list-style-type: none"> <li>• Media releases to established Media press and television;</li> <li>• Cooperative communication with key stakeholders and government advocacy;</li> <li>• Regular updating of Council website information, with news, video and plans and regularly updated 'frequently asked questions' (FAQ);</li> <li>• Public displays of available information in the 12 James Street foyer and Len Beadell Library with information posters provided to other City of Salisbury centres and community centre locations;</li> <li>• Salisbury Aware Magazine feature story; and</li> <li>• Messenger press advertising.</li> <li>• A stand-alone website for the Salisbury City Centre (<a href="http://www.salisburycitycentre.com">www.salisburycitycentre.com</a>) as a forum to share information with the community and stakeholders as well as supporting community engagement, as appropriate, for the different stages of all projects within the Salisbury City Centre Renewal, including the Community Hub. Hub. New posts were provided to the website, incorporating video footage from the community hub pop-up consultations.</li> </ul> <p>For the outcomes of this market research is summarised in the Square Holes independent report see Attachment 1 of the Policy and Planning Committee Report (Item 1.3.2, 11/12/2017).</p> |                     |             |





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|----------------|----------------|
| <b>ITEM</b>    | MD1            |
|                | <b>COUNCIL</b> |
| <b>DATE</b>    | 23 April 2018  |
| <b>HEADING</b> | Mayor's Diary  |

**RECOMMENDATION**

1. That this information be noted.

| <b>Date</b> | <b>Time</b> | <b>Function</b>   |
|-------------|-------------|---|
| 23/03/2018  | 10:00 AM    | Meeting with resident   |
| 23/03/2018  | 02:00 PM    | Meeting with Ray Khabbaz - Australian Wholefoods  |
| 23/03/2018  | 03:15 PM    | Meeting with Imam Hanzah  |
| 23/03/2018  | 04:00 PM    | Australian Refugee Association Harmony Day Twilight BBQ   |
| 23/03/2018  | 06:30 PM    | Vietnamese Boat People Monument Association Showcase of Design Concepts                                     |
| 25/03/2018  | 10:00 AM    | Meeting with resident   |
| 25/03/2018  | 12 Noon     | Pat Talbot's Retirement From Lyell Mcewin Hospital  |
| 26/03/2018  | 03:30 PM    | Meet with Ben from Barossa Volkswagen re new car instructions   |
| 26/03/2018  | 04:00 PM    | Interview with Student - Meenakshi Pramod Nair  |
| 26/03/2018  | 04:30 PM    | Debrief for Mayor Prior to Council Meeting  |
| 26/03/2018  | 06:00 PM    | Community Grants Program Cheque Presentation Ceremony   |
| 26/03/2018  | 06:30 PM    | Council Meeting   |
| 26/03/2018  | 12 Noon     | Italian Radio 531am   |
| 27/03/2018  | 10:00 AM    | Governor's Multicultural Awards   |
| 28/03/2018  | 10:00 AM    | Meeting with resident   |
| 28/03/2018  | 10:30 AM    | Time with PA - Speeches/ Letters etc  |
| 28/03/2018  | 11:00 AM    | Briefing for Mayor - Victoria Pde ML ( Parking Issue)   |
| 28/03/2018  | 11:30 AM    | Meeting Mayor/CEO   |
| 28/03/2018  | 06:30 PM    | 97th Birthday of the RAAF - Evening Reception   |
| 3/04/2018   | 10:00 AM    | 5PBA-FM Radio - Spotlight on Salisbury  |
| 3/04/2018   | 11:30 AM    | Meeting with Resident   |
| 3/04/2018   | 12:30 PM    | Meeting with resident to discuss concerns over trees and condition of roads - Elmwood/Delamere Rd Paralowie |
| 3/04/2018   | 06:30 PM    | Informal Strategy   |
| 3/04/2018   | 12 Noon     | Media Issues - Regular Catch-up   |

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| 4/04/2018  | 11:00 AM | Discussion with consultant who is undertaking a review of the Communications and Marketing function                     |
| 4/04/2018  | 12:30 PM | Signing / Office time   |
| 4/04/2018  | 01:00 PM | Mayor/CEO/EA  |
| 4/04/2018  | 06:30 PM | Special Budget & Finance Committee - Reconvened from 28/03/2018   |
| 4/04/2018  | 12 Noon  | Regular Catchup to Discuss Current/Upcoming Planning/Building Issues  |
| 5/04/2018  | 10:00 AM | Meeting re possible development   |
| 5/04/2018  | 11:00 AM | Signing / Office time   |
| 6/04/2018  | 11:00 AM | Meeting with resident Sally Richardson  |
| 6/04/2018  | 01:30 PM | Copy: Adelaide International Bird Sanctuary Future Tourism Challenge - round 2 shortlisting [DLM=For-Official-Use-Only] |
| 6/04/2018  | 06:00 PM | Salisbury residents birthday  |
| 6/04/2018  | 06:45 PM | 17th Annual Leadership Excellence Gala Awards Dinner  |
| 6/04/2018  | 12 Noon  | Resident re marketing   |
| 7/04/2018  | 11:00 AM | Summer 17/18 Award Presentation Day   |
| 9/04/2018  | 03:00 PM | Meeting with PA Re speeches and correspondence.   |
| 9/04/2018  | 06:00 PM | SPEECH - Graduation Evening (Cert III Community Services)   |
| 9/04/2018  | 06:30 PM | Sport, Recreation & Grants Committee  |
| 10/04/2018 | 09:30 AM | SPEECH - COTA Conversations - Living Well in Your Local Community - Share your tips for survival on a tight budget      |
| 10/04/2018 | 11:00 AM | Meet with Comms staff   |
| 10/04/2018 | 11:30 AM | Media meeting   |
| 10/04/2018 | 02:00 PM | Meeting with Salisbury Downs resident   |
| 11/04/2018 | 10:00 AM | Watershed Art Prize Preselection Judging  |
| 11/04/2018 | 11:00 AM | Mayor/CEO/EA  |
| 11/04/2018 | 01:30 PM | 2018 Smart Cities Summit  |
| 11/04/2018 | 06:00 PM | La vita residents   |
| 12/04/2018 | 10:50 AM | Parafield Aviation Heritage Centre Opening - 90th Anniversary Celebrations  |
| 12/04/2018 | 12:30 PM | Community Visit   |
| 13/04/2018 | 11:00 AM | LGA OGM   |
| 13/04/2018 | 06:00 PM | Rotaract 50 Year Celebration  |
| 14/04/2018 | 02:00 PM | Northern Districts Athletics Club - AGM and Little Athletics Presentation day   |
| 14/04/2018 | 06:30 PM | The Samahan Filipino-Australian SA Inc - Fundraising Event  |

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| 16/04/2018 | 10:00 AM | MLGG Executive Committee Meeting                |
| 16/04/2018 | 02:00 PM | 100th Birthday Celebration - Mrs Melva Phillips |
| 16/04/2018 | 04:00 PM | Briefing on visit by HRH Prince Edward on 17/4  |
| 16/04/2018 | 06:30 PM | Standing Committee Meetings                     |
| 17/04/2018 | 07:00 AM | Mawson Lakes Lions - Business Breakfast         |
| 17/04/2018 | 10:00 AM | Radio Show                                      |
| 17/04/2018 | 11:30 AM | Meeting with Resident - Ms June Liddle          |
| 17/04/2018 | 02:30 PM | Visit by HRH Prince Edward                      |
| 17/04/2018 | 12 Noon  | PA / Office time                                |
| 18/04/2018 | 06:00 PM | Citizenship Ceremony                            |

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**Events attended by Elected Members on behalf of the Mayor**

| <b>Date</b> | <b>Member</b> | <b>Function</b>                                       |
|-------------|---------------|---|
| 14/04/2018  | Cr L Caruso   | Khmer Buddhist Association of SA New Year Celebration |