



**MINUTES OF BUDGET AND FINANCE COMMITTEE MEETING HELD IN THE
COUNCIL CHAMBER, 12 JAMES STREET, SALISBURY ON**

20 MAY 2019

MEMBERS PRESENT

Cr B Brug (Chairman)
Mayor G Aldridge
Cr M Blackmore
Cr L Braun (Deputy Chairman)
Cr C Buchanan
Cr A Duncan
Cr K Grenfell
Cr D Hood
Cr P Jensen
Cr S Ouk
Cr D Proleta
Cr S Reardon
Cr G Reynolds
Cr J Woodman

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager City Development, Mr T Sutcliffe
General Manager Community Development, Ms P Webb
General Manager City Infrastructure, Mr J Devine
Manager Governance, Mr M Petrovski
Governance Support Officer, Ms K Boyd

The meeting commenced at 6.36 pm.

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

APOLOGIES

An apology was received from Cr N Henningsen.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Mayor G Aldridge
Seconded Cr J Woodman

The Minutes of the Budget and Finance Committee Meeting held on 15 April 2019, be taken and read as confirmed.

CARRIED

Moved Cr K Grenfell
Seconded Cr M Blackmore

The Minutes of the Confidential Budget and Finance Committee Meeting held on 15 April 2019, be taken and read as confirmed.

CARRIED

REPORTS

Administration

6.0.1 Future Reports for the Budget and Finance Committee

Moved Cr P Jensen
Seconded Cr L Braun

1. The information be received.

CARRIED

6.0.2 Minutes of the Innovation and Business Development Sub Committee meeting held on Monday 13 May 2019

Moved Mayor G Aldridge
Seconded Cr S Ouk

The information contained in the Innovation and Business Development Sub Committee of the meeting held on 13 May 2019 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

CARRIED

6.0.2-IBDSC1 Future Reports for the Innovation and Business Development Sub Committee

Moved Mayor G Aldridge
Seconded Cr S Ouk

1. The information be received.

CARRIED

6.0.2-IBDSC2 Customer Service Framework and Charter Update

Moved Mayor G Aldridge
Seconded Cr S Ouk

1. That the information is received.
2. That staff bring back to Council a revised Community Charter and Community Service Framework for consideration that will incorporate the feedback from Elected Members and enhancements to Council's customer service approach.

CARRIED

6.0.2-IBDSC3 City of Salisbury Values

Moved Mayor G Aldridge
Seconded Cr S Ouk

1. That the information be received.
2. That the proposed City of Salisbury Values, as detailed in Paragraph 4.4, be endorsed.

CARRIED

Finance

6.1.1 Loan Borrowings 2018/19

Moved Cr J Woodman
Seconded Cr M Blackmore

1. The information be received.
2. The balance of the Property Disposal Reserve of \$4,750,000 be applied to the reduction of our borrowing requirements.
3. That Council approve the establishment of a 15 Year Cash Advance Debenture of \$12.0 million, to enable the delivery of the 2018/19 and 2019/20 budgets, with 2019/20 budget review impacts being considered in the Loan Borrowings Report for 2019/20 scheduled for May 2020.

CARRIED

6.1.2 Draft Fees and Charges 2019/20

Moved Cr S Reardon

Seconded Mayor G Aldridge

1. The Fees and Charges as set out in Attachment 1 of this report (Item No. 6.1.2, Budget and Finance Committee, 20/05/2019) be endorsed. Where fees and charges are set by regulation, gazettal notice or other government agency those fees will be applied by Council, with staff authorised to update the 2019/2020 Fees and Charges Booklet accordingly.
2. The Manager Community Health & Wellbeing be delegated authority to vary Positive Ageing Services room hire fees for not for profit organisations where they are working in partnership with Council or have demonstrated limited capacity to pay.
3. The Manager Community Capacity and Learning be delegated authority to vary fees for regular bookings at Twelve25 by existing permanent user groups in accordance with the Memorandum of Understanding with Council.
4. The Manager Community Capacity and Learning be delegated authority to vary Library fees or Twelve25 fees for the purpose of introducing new programs and / or allowing for increases in supply costs.
5. The Manager Community Capacity and Learning be delegated authority to assess events and functions to be held at the Para Hills Community Hub to determine whether the booking is low or high risk and vary hire fees on this basis and vary the bond for hiring the Para Hills Community Hub depending on type of activity, the rate of subsidy and additional services as requested by the hirer.
6. The General Manager Community Development be delegated authority to vary fees by up to \$600 for Salisbury Memorial Park for customers who demonstrate financial hardship but do not qualify for the Centrelink Funeral Assistance Program, and to recover additional costs associated with providing a non-standard product or service.
7. The Manager Governance be delegated authority to waive fees for a single copy of any publicly available document as set out in the Access to Information section of the Fees and Charges document.
8. The Manager Property and Buildings be delegated authority to vary casual hire of park facilities fees and bonds for Council activities, Community events, for not for profit organisations providing benefit to the community, and for the purpose of recovering additional costs associated with event bookings.
9. The Manager Economic Development be delegated authority to vary Room Hire fees to make it as attractive as possible for third party providers to deliver from the Polaris facility.

10. The Manager Environmental Health and Safety and Team Leader General Inspectorate be delegated the authority to refund 76% of the dog registration fee paid in the event of the registered dog passing away within 4 weeks of the payment due date.
11. The Chief Executive Officer be delegated authority to negotiate fees consistent with those endorsed in the Fees and Charges Booklet to facilitate access to services/facilities in circumstances not specified within the Fees and Charges Booklet (for example, extended booking of a Council facility) and to waive or vary the requirement for payment of a fee, charge or bond where Council is providing 'in kind' support to an event or activity or there is a community benefit to be achieved.
12. For ease of administration, staff are authorised to round fees to the nearest 5 cents, where applicable.
13. It be noted that Fees and Charges associated with the Community Hub facilities have not yet been determined, and will be subject to a further report planned for August 2019.
14. The "lift and lower – 10-15 years since burial" on page 68 of the agenda be corrected from \$2,855.00 to \$1,855.00.

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

1. The Fees and Charges as set out in Attachment 1 of this report (Item No. 6.1.2, Budget and Finance Committee, 20/05/2019) be endorsed. Where fees and charges are set by regulation, gazettal notice or other government agency those fees will be applied by Council, with staff authorised to update the 2019/2020 Fees and Charges Booklet accordingly.
2. The Manager Community Health & Wellbeing be delegated authority to vary Positive Ageing Services room hire fees for not for profit organisations where they are working in partnership with Council or have demonstrated limited capacity to pay.
3. The Manager Community Capacity and Learning be delegated authority to vary fees for regular bookings at Twelve25 by existing permanent user groups in accordance with the Memorandum of Understanding with Council.
4. The Manager Community Capacity and Learning be delegated authority to vary Library fees or Twelve25 fees for the purpose of introducing new programs and / or allowing for increases in supply costs.
5. The Manager Community Capacity and Learning be delegated authority to assess events and functions to be held at the Para Hills Community Hub to determine whether the booking is low or high risk and vary hire fees on this basis and vary the bond for hiring the Para Hills Community Hub depending on type of activity, the rate of subsidy and additional services as requested by the hirer.

6. The General Manager Community Development be delegated authority to vary fees by up to \$600 for Salisbury Memorial Park for customers who demonstrate financial hardship but do not qualify for the Centrelink Funeral Assistance Program, and to recover additional costs associated with providing a non-standard product or service.
7. The Manager Governance be delegated authority to waive fees for a single copy of any publicly available document as set out in the Access to Information section of the Fees and Charges document.
8. The Manager Property and Buildings be delegated authority to vary casual hire of park facilities fees and bonds for Council activities, Community events, for not for profit organisations providing benefit to the community, and for the purpose of recovering additional costs associated with event bookings.
9. The Manager Economic Development be delegated authority to vary Room Hire fees to make it as attractive as possible for third party providers to deliver from the Polaris facility.
10. The Manager Environmental Health and Safety and Team Leader General Inspectorate be delegated the authority to refund 76% of the dog registration fee paid in the event of the registered dog passing away within 4 weeks of the payment due date.
11. The Chief Executive Officer be delegated authority to negotiate fees consistent with those endorsed in the Fees and Charges Booklet to facilitate access to services/facilities in circumstances not specified within the Fees and Charges Booklet (for example, extended booking of a Council facility) and to waive or vary the requirement for payment of a fee, charge or bond where Council is providing 'in kind' support to an event or activity or there is a community benefit to be achieved.
12. For ease of administration, staff are authorised to round fees to the nearest 5 cents, where applicable.
13. It be noted that Fees and Charges associated with the Community Hub facilities have not yet been determined, and will be subject to a further report planned for August 2019.
14. The "lift and lower – 10-15 years since burial" on page 68 of the agenda be corrected from \$2,855.00 to \$1,855.00.
15. Fees and charges, and number of hirers, for the Para Hills Community Club be reviewed after six months.

CARRIED

6.1.3 Council Finance Report - April 2019

Moved Cr G Reynolds
Seconded Cr K Grenfell

1. The information be received.

CARRIED

Annual Plan and Budget

6.4.1 Belgravia Leisure 2019/20 Business Plans and Fees and Charges

Mayor G Aldridge left the meeting at 06:56 pm.

Cr L Braun left the meeting at 07:01 pm.

Cr G Aldridge returned to the meeting at 07:01 pm.

Cr L Braun returned to the meeting at 07:01 pm.

Cr C Buchanan left the meeting at 07:05 pm.

Cr C Buchanan returned to the meeting at 07:08 pm.

Moved Mayor G Aldridge

Seconded Cr S Ouk

1. The information contained in this report be noted.
2. The 2019/20 Business Plans and Fees and Charges as set out in Attachments 1-8 to this report be endorsed for the:
 - Gardens Recreation Centre,
 - Ingle Farm Recreation Centre,
 - Salisbury Recreation Precinct and;
 - Little Para Golf Course.
3. The Little Para Golf Course Hot Weather Policy be endorsed.

With leave of the meeting and consent of the seconder, Mayor G Aldridge VARIED the MOTION as follows

1. The information contained in this report be noted.
2. The Little Para Golf Course Hot Weather Policy be endorsed.
3. That a further information report be brought back to Council including figures on a 5% and 10% increase on fees and charges based on the actual 2018/19 budget.

With leave of the meeting and consent of the seconder, Mayor G Aldridge VARIED the MOTION as follows:

1. The information contained in this report be noted.
2. The Little Para Golf Course Hot Weather Policy be endorsed.
3. That a further information report be brought back to Council including figures on a 5% and 10% increase on fees and charges, with 0% increase on Junior charges, based on the actual 2018/19 budget.

CARRIED
UNANIMOUSLY

6.4.2 NAWMA 2019/20 Budget, Service Agreement and Business Plan

Cr G Reynolds declared a conflict of interest on the basis of being a member of the NAWMA Board. Cr Reynolds managed the conflict by remaining in the meeting and voting in the best interest of the community.

Cr J Woodman declared a perceived conflict of interest on the basis of being a member of the NAWMA Board. Cr Woodman managed the conflict by remaining in the meeting and voting in the best interest of the community.

Cr S Reardon declared a perceived conflict of interest on the basis of being a deputy member of the NAWMA Board. Cr Reardon managed the conflict by remaining in the meeting and voting on the item.

Cr K Grenfell declared a perceived conflict of interest on the basis of being a deputy member of the NAWMA Board. Cr Grenfell managed the conflict by remaining in the meeting and voting in the best interest of the community.

Moved Cr L Braun

Seconded Cr A Duncan

1. The information be received.
2. The Northern Adelaide Waste Management Authority Annual Budget and Business Plan 2019/20, as set out in Attachment 1 to this report, be endorsed.
3. The Service Agreement between the Northern Adelaide Waste Management Authority and the City of Salisbury (April 2019), as set out in Attachment 2 to this report, be endorsed.

CARRIED

The majority of members present voted IN FAVOUR of the MOTION.

Cr G Reynolds voted IN FAVOUR of the MOTION.

Cr J Woodman voted IN FAVOUR of the MOTION.

Cr S Reardon voted IN FAVOUR of the MOTION.

Cr K Grenfell voted IN FAVOUR of the MOTION.

6.5.1 Third Quarter Budget Review 2018/19

Moved Cr M Blackmore
Seconded Cr K Grenfell

1. The budget variances identified in this review and contained in the Budget Variation Summary as contained in this report (Item 6.5.1 Budget and Finance Committee, 20/05/2019) be endorsed and net capital and operating variations of \$2,993,600 be credited to the Sundry Project Fund. This will bring the balance to **\$2,993,600**.

2. Funds be allocated for the following **non-discretionary** net bids:

CAPITAL

Major Flood Mitigation Program	\$230,000
Confidential Bid	\$167,500
Additional Kaurna Park Reserve Fencing	\$25,000
Golding Oval Irrigation	\$22,000
Bollard Installation associated with Footpath Trading	\$35,000
Asset Management Improvement Project	
Lease to Purchase Devices	\$105,000
Pump Replacement and Refurbishment	\$143,000
Greenfields Wetlands Kayak Access	\$35,000
City Wide Trails Dry Creek Park Way Trails	\$590,900
TOTAL	\$1,353,400

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

OPERATING

Youth Sponsorship Additional Funding	\$10,000
TOTAL	\$10,000

4. Council approve the following transfers:
 1. Transfer \$8,250 contractual services from Inspectorate to Security for Remote GPS Monitoring expenditure.
 2. Transfer \$124,000 capital expenditure from Walpole Road Residential Development project to operating expenditure for ongoing site monitoring and audit (Capital Works Report April 2019, Works and Services Committee May 2019).
 3. Transfer \$2,000 capital expenditure from Emerald Green Development to operating to enable the Reconciliation Action Plan (RAP) Working Group to identify appropriate acknowledgement of indigenous burial site (Council Resolution 0091/2019 February 2019).
 4. Transfer a total of \$78,000 (being \$15,000 capital expenditure from Outdoor Sports Court Project and \$63,000 capital expenditure from Fitness Equipment Program) to Settlers Park Reserve Upgrade (Council Resolution 0091/2019 February 2019).

5. Transfer \$90,000 wages and salaries to consulting services within Strategic Development Projects for ongoing consultancy support.
5. Council approve the following budget timing adjustments, which results in a decrease in loan borrowings and an increase in investments in the 2018/19 financial year and an increase in loan borrowings and a decrease in investments in the 2019/20 financial year:
 1. Salisbury Oval Master Plan \$950,000
 2. Mawson Lakes Interchange Pedestrian and Cycle \$800,000
 3. Waste Transfer Station \$560,000
 4. Salisbury Community Hub \$6,900,000
6. Loan Borrowings be varied to reflect the bids and transfers endorsed by Council detailed in parts 1 to 5 of this resolution.

CARRIED
UNANIMOUSLY

Further Motion:

6.5.1 Third Quarter Budget Review 2018/19

Cr C Buchanan declared an actual conflict of interest on the basis of being Chairperson of the Burton Community Centre. Cr Buchanan left the meeting at 07:32 pm.

Cr J Woodman declared a perceived conflict of interest on the basis of being a member of the Burton Community Centre Committee. Cr Woodman managed the conflict by remaining in the meeting and voting in the best interest of the community.

Cr D Proleta declared a perceived conflict of interest on the basis of being a committee member of the Burton Community House. Cr Proleta managed the conflict by remaining in the meeting and voting in the best interest of the community.

Moved Cr M Blackmore
Seconded Cr K Grenfell

1. Funds be allocated for the following **non-discretionary** net bid:

OPERATING

Burton Community Centre Insurance Premiums	\$8,300
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TOTAL	\$8,300
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2. Loan borrowing be varied to reflect this bid.

CARRIED

The majority of members present voted IN FAVOUR of the MOTION.

Cr J Woodman voted IN FAVOUR of the MOTION.

Cr D Proleta voted IN FAVOUR of the MOTION.

Cr C Buchanan returned to the meeting at 07:34 pm.

*Rating Matters***6.6.1 Adelaide and Mount Lofty Ranges Natural Resources Management Board (NRM) Separate Rate**

Moved Cr C Buchanan

Seconded Cr P Jensen

1. The information be received and the resolution for the Natural Resources Management separate rate be prepared for the June 2019 meeting of Council.

CARRIED
UNANIMOUSLY**6.6.2 Salisbury Business Association Separate Rate**

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

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

Cr M Blackmore declared a perceived conflict of interest on the basis of her place of employment holding a voting position on the Board. Cr Blackmore managed the conflict by remaining in the meeting and voting in the best interest of the community.

Moved Cr L Braun

Seconded Cr J Woodman

1. The separate rate proposal to raise \$161,950 (excluding GST) as requested by the Salisbury Business Association be supported and that this be subject to formal declaration at the June 2019 Council meeting.
2. The Salisbury Business Association be supported to keep its member database up to date through the provision of assessment record details of those subject to the separate rate at the time of generating the first quarter rates notice at no charge to the Association, and periodically throughout the year as may be requested by the Association.

CARRIED
UNANIMOUSLY**OTHER BUSINESS**

Nil

CONFIDENTIAL ITEMS

6.9.1 Management of GST Invoice to Pontians Football Club

Moved Cr J Woodman
Seconded Cr K Grenfell

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 this matter at this time would protect information provided which if disclosed could reasonably be expected to prejudice the commercial position of the person who supplied the information or could confer a commercial advantage on a third party.

On that basis the public's interest is best served by not disclosing the **Management of GST Invoice to Pontians Football Club** 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

The meeting moved into confidence at 7.38 pm.

The meeting moved out of confidence and closed at 7.41 pm.

CHAIRMAN.....

DATE.....