



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

**18 NOVEMBER 2019**

**MEMBERS PRESENT**

Cr B Brug (Chairman)  
Mayor G Aldridge  
Cr L Braun (Deputy Chairman)  
Cr C Buchanan  
Cr A Duncan  
Cr K Grenfell  
Cr N Henningsen  
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 7.28 pm.

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

**APOLOGIES**

An apology was received from Cr M Blackmore.

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## LEAVE OF ABSENCE

Nil

## PRESENTATION OF MINUTES

Moved Cr L Braun  
Seconded Cr G Reynolds

The Minutes of the Budget and Finance Committee Meeting held on 21 October 2019, be taken and read as confirmed.

**CARRIED**  
UNANIMOUSLY

## REPORTS

### *Administration*

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

Moved Cr J Woodman  
Seconded Cr D Proleta

1. The information be received.

**CARRIED**  
UNANIMOUSLY

#### **6.0.2 Minutes of the Innovation and Business Development Sub Committee meeting held on Monday 11 November 2019**

Moved Mayor G Aldridge  
Seconded Cr S Reardon

The information contained in the Innovation and Business Development Sub Committee of the meeting held on 11 November 2019 be received and noted with respect to the following recommendations contained therein to be adopted by Council, subject to removal of Cr K Grenfell as an Observer at the meeting, and including Cr S Reardon as an Observer.

**CARRIED**

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

Moved Mayor G Aldridge  
Seconded Cr S Reardon

1. The information be received.

**CARRIED**

## 6.0.2-IBDSC2 Civil Works and Services Circular Economy Opportunities Presentation

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

*Cr K Grenfell declared a perceived conflict of interest on the basis of being a Deputy Member of NAWMA. Cr Grenfell 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 NAWMA. Cr Reardon managed the conflict by remaining in the meeting and voting in the best interest of the community.*

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

Moved Cr G Reynolds

Seconded Cr C Buchanan

1. Council notes the City of Salisbury's innovation in creating a circular economy in the use of re-usable local resources.
2. Staff provide a report on how we can maximise, including the setting of targets and timeframes, and in conjunction with NAWMA, the use of local recycled resources for gutters, roads and other infrastructure.
3. Staff bring back a policy to be included in the sustainability strategy to construct new roads, re-seal programs and carparks with the highest recycling material amount, and incorporating the targets and timeframes as per part 2.
4. Staff provide a report including comparisons with what the City of Salisbury is doing, with the Fulton Hogan report.

With leave of the meeting and consent of the seconder, Cr G Reynolds VARIED the MOTION as follows:

1. Council notes the City of Salisbury's innovation in creating a circular economy in the use of re-usable local resources.
2. Staff provide a report on how we can maximise, including the setting of targets and timeframes, and in conjunction with NAWMA, the re-use of materials and use of local recycled resources for gutters, roads and other infrastructure.

3. Staff bring back a policy to be included in the sustainability strategy to construct new roads, re-seal programs and carparks with the highest recycling material amount, and incorporating the targets and timeframes as per part 2.
4. Staff provide a report including comparisons with what the City of Salisbury and Port Adelaide Enfield Councils are doing in road surface trials, with particular reference to the Fulton Hogan report.

**CARRIED**  
UNANIMOUSLY

#### **6.0.2-IBDSC3 Community Requests - Response Dashboard**

Moved Mayor G Aldridge  
Seconded Cr S Reardon

1. The information be received.
2. Council acknowledges the year to date of 95% responses achieved within the endorsed target, and commend staff on the result.
3. That future dashboard response reports be broken down by departments.

**CARRIED**

#### **6.0.2-IBDSC4 Verge Maintenance Review**

Moved Cr L Braun  
Seconded Cr C Buchanan

1. That Council notes the report.
2. That Council endorse the trial of adjusted verge service levels for the 2020 cutting season, including additional operating budget provision of \$240k to be made through 2019/20 second quarterly review process, to be made as a non-discretionary budget bid.
3. A further report be provided at the completion of 2020 on the effectiveness of the trial.
4. Further work be undertaken over the next 12 months to identify sites for alternative verge treatments with consideration to aligning and funding through existing strategies and capital works programs, and a report be brought back recommending other sites and verge treatments.
5. A further report be provided on implementing changes to the Verge Development Policy with advice on the potential to provide financial and other incentives to residents to maintain their own verges.
6. Further advice also be provided discussing issues and costings of reducing verge cutting heights to 30-40mm.

**CARRIED**  
UNANIMOUSLY

## Finance

### 6.1.1 Council Finance Report - October 2019

*Cr S Reardon declared a perceived conflict of interest on the basis of owning several plots in Salisbury Memorial Park. Cr Reardon managed the conflict by remaining in the meeting and not voting on the item.*

Moved Mayor G Aldridge

Seconded Cr J Woodman

1. The information be received.

**CARRIED**

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

*Cr S Reardon DID NOT VOTE on the MOTION.*

## Budget Review

### 6.5.1 First Quarter Budget Review 2019/20

*Cr S Reardon declared a perceived conflict of interest on the basis of possibly purchasing property in the Hoyle Green Development. Cr Reardon managed the conflict by remaining in the meeting but not voting on the item.*

Moved Cr C Buchanan

Seconded Cr P Jensen

1. The budget variances identified in this review and contained in the Budget Variation Summary (Appendix 1) be endorsed and net operating \$1,388,756 be credited to the Sundry Project Fund. This will bring the balance to \$1,388,756.
2. Funds be allocated for the following **non-discretionary** net bids:

#### **OPERATING**

Salisbury Development Services Insurance	
Premiums	\$ 22,000
Portable CCTV Trial	\$ 65,000

#### **CAPITAL**

Confidential Item - Land Acquisition	\$ 779,500
Bridgestone Athletics Facility	\$ 490,000
Hoyle Green Development	(\$ 960,561)
School Zones and Pedestrian Crossings	\$ 120,000
Traffic Counter Renewals	\$ 18,000
Lease to Buy Laptop / PC's	\$ 218,000

<b>TOTAL</b>	<b>\$ 751,939</b>
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*(NB: If parts 1 & 2 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to \$636,817.)*

3. There are no **discretionary** net bids included in the First Quarter Budget Review.
4. Council approve the following transfers:
  1. Transfer \$2,800 contractual services expenditure from the Continuous Improvement fund to Strategic Procurement to perform analysis works.
  2. Transfer \$160,000 from Wages and Salaries Provision to the Operational Readiness program.
  3. Transfer \$336,890 of Carry Forward funds from capital to operating for the Salisbury Community Hub, with no change in the overall budget. Refer Section 2.2 Carry Forward Review of this budget review.
  4. Transfer \$19,000 Legal Expenditure from City Development Administration to Environmental Health to cover ongoing Food Prosecution Act ongoing cases.
  5. **Non-Discretionary** transfer of \$17,000 operating lease budget to capital to contribute toward Budget Review Bid enable the purchase of IT devices as part of transitioning away from Desktop PC's.
5. Loan Borrowings are varied to reflect the bids and transfers endorsed by Council detailed in parts 1 to 4 of this resolution.

*(NB: If parts 1 to 5 of this resolution are moved as recommended loan borrowings in 2019/20 will decrease by \$636,817 to overall indicative loan borrowings of \$159,539, which includes Budget Timing Reinstatements totalling \$12,134,000 from the 2018/19 year and \$8,800,000 from the 2017/18 year, offset by Cash and Facilities Applied \$29,084,000).*
6. The 2019/20 budget be adjusted with \$1,794,000 funds carried forward from 2018/19 (noting \$12,719,500 funds carried forward endorsed August 2019) to be applied as detailed in Carried Forward Review page 5 in Attachment 1 to this report (Item No.6.5.1, Budget and Finance Committee, 18 November 2019).
7. The 2018/19 project expenditure budgets be adjusted to reflect \$30,000 overstatement in returned funds (noting \$4,545,700, returned funds endorsed August 2019) as detailed in Carried Forwards Review page 5 in Attachment 1 to this report (Item No. 6.5.1, Budget and Finance Committee, 18 November 2019).

**CARRIED**

*The majority of members present voted IN FAVOUR of the MOTION.  
Cr S Reardon DID NOT VOTE on the MOTION.*

## OTHER BUSINESS

### 6.8.1 Financial Reserve Policies Review

Moved Cr N Henningsen

Seconded Cr J Woodman

1. The Open Space Reserve Fund Policy as set out in attachment 2 to this report (Item No. 6.8.1, Budget and Finance Committee, 18/11/2019) be endorsed.
2. The Business Unit Reserve Policy as set out in attachment 3 to this report (Item No. 6.8.1, Budget and Finance Committee, 18/11/2019) be endorsed.

**CARRIED**

## CONFIDENTIAL ITEMS

### 6.9.1 Salisbury Recreation Precinct Swimming Pool Filtration System

Moved Cr K Grenfell

Seconded Cr S Ouk

1. *Pursuant to Section 90(2) and (3)(h) and (i) 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 legal advice; and*
  - *information relating to actual litigation, or litigation that the Council or Council committee believes on reasonable grounds will take place, involving the council or an employee of the Council.*
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*

*On that basis the public's interest is best served by not disclosing the **Salisbury Recreation Precinct Swimming Pool Filtration System** 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 8.15 pm.

The meeting moved out of confidence at 8.16 pm.

## 6.9.2 Action of Rate Accounts Outstanding under Section 184 of the Local Government Act 1999

Moved Cr K Grenfell

Seconded Cr S Reardon

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*
  - *This report contains financial and personal information in relation to their personal circumstances, it is adequate that this information remains confidential with a review to possibly remain confidential after 5 years*

*On that basis the public's interest is best served by not disclosing the **Action of Rate Accounts Outstanding under Section 184 of the Local Government Act 1999** 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**  
UNANIMOUSLY

The meeting moved into confidence at 8.16 pm.

The meeting moved out of confidence at 8.18 pm.



### 6.9.3 Action of Rate Assessment for Remission and Postponement of Payment under Section 182 of the Local Government Act

Moved Cr J Woodman  
Seconded Cr K Grenfell

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*
  - *This report contains financial and personal information in relation to their personal circumstances, it is adequate that this information remains confidential for a period of 5 years and after this possibly review for a further period*

*On that basis the public's interest is best served by not disclosing the **Action of Rate Assessment for Remission and Postponement of Payment under Section 182 of the Local Government Act** 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 8.18 pm.

The meeting moved out of confidence and closed at 8.47 pm.

CHAIRMAN.....

DATE.....