



AGENDA

**FOR BUDGET AND FINANCE COMMITTEE MEETING TO BE HELD ON
20 JANUARY 2020 AT CONCLUSION OF POLICY AND PLANNING COMMITTEE
IN LITTLE PARA CONFERENCE ROOMS, 34 CHURCH STREET, SALISBURY**

MEMBERS

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 N Henningsen
Cr D Hood
Cr P Jensen
Cr S Ouk
Cr D Proleta
Cr S Reardon
Cr G Reynolds
Cr J Woodman

REQUIRED 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

APOLOGIES

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Budget and Finance Committee Meeting held on 09 December 2019.

REPORTS

Administration

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Annual Plan and Budget

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OTHER BUSINESS

CLOSE



**MINUTES OF BUDGET AND FINANCE COMMITTEE MEETING HELD IN THE
LITTLE PARA CONFERENCE ROOMS, 34 CHURCH STREET, SALISBURY ON**

9 DECEMBER 2019

MEMBERS PRESENT

Cr B Brug (Chairman)
Cr C Buchanan
Cr A Duncan
Cr K Grenfell
Cr N Henningsen (*from 7.29 pm*)
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
A/General Manager Community Development, Ms J Cooper
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

Apologies were received from Mayor G Aldridge, Cr M Blackmore and Cr L Braun.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr J Woodman
 Seconded Cr K Grenfell

The Minutes of the Budget and Finance Committee Meeting held on 18 November 2019, be taken and read as confirmed.

CARRIED
 UNANIMOUSLY

Cr Henningsen entered the meeting at 7.29 pm.

Moved Cr K Grenfell
 Seconded Cr A Duncan

The Minutes of the Confidential Budget and Finance Committee Meeting held on 18 November 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 N Henningsen

1. The information be received.

CARRIED
 UNANIMOUSLY

6.0.2 Council Solutions Dissolution

Moved Cr C Buchanan
 Seconded Cr K Grenfell

That:

1. This report be received (“the Report”);
2. Having received and considered all necessary reports and information both recommending and supporting the recommendation to wind up the Council Solutions Regional Authority (Council Solutions), Council resolves, pursuant to Schedule 2 Part 2 Clause 33(1)(a) of the *Local Government Act 1999*, for the reasons set out in the Report, that Council Solutions, being a regional subsidiary under section 43 of the *Local Government Act 1999*, of which the Council is a Constituent Council, be wound up on the following terms:
 - a. surplus assets of Council Solutions will be distributed and all liabilities incurred or assumed by Council Solutions will be met in accordance with the Charter, namely, in proportion to the equity shares of the Constituent Councils; and

3. Council makes formal application and request to the Minister accordingly, for the purpose of achieving the winding up of Council Solutions.
4. The Chief Executive Officer is authorised to make written application and request on behalf of the Council and in conjunction with the other Constituent Councils to the Minister for Transport, Infrastructure and Local Government, for the Minister’s approval to wind up Council Solutions, which request of the Chief Executive Officer is to include:
 - i. the reasons for the request;
 - ii. confirmation that the assets and liabilities have been identified and addressed appropriately in accordance with the Council Solutions' Charter; and
 - iii. a copy of the Report and this resolution.

CARRIED
UNANIMOUSLY

OTHER BUSINESS

Nil

The meeting closed at 7.31 pm.

CHAIRMAN.....

DATE.....

ITEM	6.0.1
	BUDGET AND FINANCE COMMITTEE
DATE	20 January 2020
HEADING	Future Reports for the Budget and Finance Committee
AUTHOR	Michelle Woods, Projects Officer Governance, CEO and Governance
CITY PLAN LINKS	4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	This item details reports to be presented to the Budget and Finance Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.

RECOMMENDATION

1. The information be received.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 Historically, a list of resolutions requiring a future report to Council has been presented to each committee for noting.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Report authors and General Managers.
- 2.2 External
 - 2.2.1 Nil.

3. REPORT

3.1 The following table outlines the reports to be presented to the Budget and Finance Committee as a result of a Council resolution:

Meeting Item	Heading and Resolution	Officer
24/06/2019 13.2 Due:	Consideration of Council's Strategic Procurement Direction Council has previously resolved this resolution to be confidential. February 2020	Charles Mansueto
26/08/2019 1.3.1 Due:	Salisbury Community Hub - Project and Construction Progress Report 2. That the hours of operation to Library Services is increased to provide for the period 8.30am to 9:30am Monday to Friday, with the increase in costs (approximately \$140k) funded through existing salary & wages provision for 2019/20, and a report is brought back as part of the 2020/21 budget process to consider any future funding and service level changes. April 2020	Pippa Webb
26/08/2019 6.1.3 Due:	Event Management Framework and Room Booking Fees & Charges - Salisbury Community Hub 5. That a report on the operation of the Event and Room Booking Framework be brought back to Council following 12 months of operation from the opening of the Salisbury Community Hub. December 2020	Charles Mansueto

4. CONCLUSION / PROPOSAL

3.2 Future reports for the Budget and Finance Committee have been reviewed and at this point in time there are none that require a subsequent report to be presented.

CO-ORDINATION

Officer:	Executive Group	GMBE	GMCD
Date:	13/01/2020	08/01/2020	08/01/2020

ITEM	6.0.2
	BUDGET AND FINANCE COMMITTEE
HEADING	Minutes of the Innovation and Business Development Sub Committee meeting held on Monday 13 January 2020
AUTHOR	Mechelle Potter, Administrative Coordinator - Business Excellence, Business Excellence
CITY PLAN LINKS	4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	The minutes and recommendations of the Innovation and Business Development Sub Committee meeting held on Monday 13 January 2020 are presented for Budget and Finance Committee's consideration.

RECOMMENDATION

1. The information contained in the Innovation and Business Development Sub Committee Minutes of the meeting held on 13 January 2020 be received and noted and that the following recommendations contained therein be adopted by Council:

IBDSC1 Future Reports for the Innovation and Business Development Sub Committee

1. The information be received.

IBDSC2 Salisbury Plays Events

1. Following learnings from the 2019 Salisbury Plays events it is recommended the 2020 Salisbury Plays events will be hosted at the following locations, with re-branding at one site:
 - Mawson Lakes Gourmet Event (rebranded from Salisbury Plays)
 - Salisbury Plays at Carisbrooke Reserve
 - Salisbury Plays at Bridgestone Reserve
 - Nature Play Festival at St Kilda
2. The naming of future events be the subject of discussion at a future Informal Strategy session.

FURTHER RECOMMENDATION that:

3. The Innovation and Business Development Sub Committee undertake a review of all community events that are held and funded by the City of Salisbury and reported to the Sub Committee in May 2020.

IBDSC3 Community Requests - Response Dashboard

1. The information be received.

ATTACHMENTS

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

1. Minutes Innovation and Business Development Sub Committee - 13 January 2020

CO-ORDINATION

Officer: GMBE
Date: 16/01/2020



**MINUTES OF INNOVATION AND BUSINESS DEVELOPMENT SUB COMMITTEE
MEETING HELD IN THE WITTBER AND DR RUBY DAVY ROOMS,
34 CHURCH STREET, SALISBURY ON
13 JANUARY 2020**

MEMBERS PRESENT

Cr K Grenfell (Chairman)
Mayor G Aldridge (ex officio)
Cr C Buchanan (Deputy Chairman)
Cr A Duncan
Cr D Hood
Cr P Jensen
Cr J Woodman

OBSERVERS

Cr M Blackmore and Cr N Henningsen

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
Manager Governance, Mr M Petrovski
PA to General Manager Community Development, Mrs B Hatswell

The meeting commenced at 6.39 pm.

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

APOLOGIES

An apology was received from Cr L Braun.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr A Duncan
Seconded Mayor G Aldridge

The Minutes of the Innovation and Business Development Sub Committee Meeting held on 11 November 2019, be taken and read as confirmed.

CARRIED

REPORTS

IBDSC1 Future Reports for the Innovation and Business Development Sub Committee

Moved Cr A Duncan
Seconded Mayor G Aldridge

1. The information be received.

CARRIED

IBDSC2 Salisbury Plays Events

Moved Cr C Buchanan
Seconded Cr P Jensen

1. Following learnings from the 2019 Salisbury Plays events it is recommended the 2020 Salisbury Plays events will be hosted at the following locations, with re-branding at one site:
 - Mawson Lakes Gourmet Event (rebranded from Salisbury Plays)
 - Salisbury Plays at Carisbrooke Reserve
 - Salisbury Plays at Bridgestone Reserve
 - Nature Play Festival at St Kilda
2. The naming of future events be the subject of discussion at a future Informal Strategy session.

CARRIED

Cr C Buchanan moved a FURTHER RECOMMENDATION that:

3. The Innovation and Business Development Sub Committee undertake a review of all community events that are held and funded by the City of Salisbury and reported to the Sub Committee in May 2020.

Seconded Cr J Woodman

CARRIED

IBDSC3 Community Requests - Response Dashboard

Moved Cr C Buchanan

Seconded Cr P Jensen

1. The information be received.

CARRIED

OTHER BUSINESS

Nil.

CLOSE

The meeting closed at 7.06 pm.

CHAIRMAN.....

DATE.....

ITEM	6.4.1 BUDGET AND FINANCE COMMITTEE
DATE	20 January 2020
HEADING	Elected Member Strategic Workshop - Update
AUTHOR	Charles Mansueto, General Manager Business Excellence, Business Excellence
CITY PLAN LINKS	4.4 Embed long term thinking, planning and innovation across the organisation.
SUMMARY	This report is provided to update Elected Members on the change in date of the proposed Elected Member Strategic Workshop initially schedule for early February 2020. The new date is the weekend of the Saturday 29 February and 1 March 2020.

RECOMMENDATION

1. Council notes the change in date of the Elected Member Strategic Workshop to the 29 February and 1 March 2020 and the proposed agenda items subject to further input by Council or the administration

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 In October 2019, Council considered a draft budget schedule report for the 2020/21 budget.
- 1.2 In this report, the annual Elected Member Strategic Workshop was proposed to be held on the weekend of the 8 & 9 February 2020.
- 1.3 To accommodate changes in timeframe as outcomes from previous discussions with Elected Members on specific topics and the desirability of having the most up to date financial information for 2020/21 and input into the Long Term Financial Plan this date has now been rescheduled to the weekend of the 29 February and 1 March 2020.
- 1.4 Whilst Calendar appointments have already been sent to Elected Members in late December with the revised date, as the dates have changed since the October 2019 report, this item updates Council on the change in dates.
- 1.5 At this stage the draft agenda for the workshop is expected to cover:
 - 1.5.1 City Plan update from previous workshops and council decisions in preparation for March report to council
 - 1.5.2 Budget and Long Term Financial Plan and key priorities
 - 1.5.3 Policy discussions on Asset Management and Place activation
 - 1.5.4 Innovation and Business development opportunities – NAWMA and Salisbury Water Business agenda's and business environment.

- 1.6 If Elected Members would like to have any other specific and/or additional topics on the agenda for discussion at the workshop it would be helpful if they could be raised at the committee discussion or at the January Council meeting.

2. CITY PLAN CRITICAL ACTION

- 2.1 Not applicable

3. CONSULTATION / COMMUNICATION

- 3.1 Internal
 - 3.1.1 Internal staff involved with Elected Member Strategic Workshop
- 3.2 External
 - 3.2.1 N/A

4. CONCLUSION / PROPOSAL

- 4.1 Elected Members note the change in the proposed scheduled date for the Elected Member Strategic Workshop.

CO-ORDINATION

Officer:	CEO	GMBE
Date:	16/01/2020	15/01/2020