



**MINUTES OF COUNCIL MEETING HELD IN THE COUNCIL CHAMBER,  
34 CHURCH STREET, SALISBURY ON**

**24 AUGUST 2020**

**MEMBERS PRESENT**

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

**STAFF**

A/Chief Executive Officer, Mr C Mansueto  
General Manager City Development, Mr T Sutcliffe  
General Manager City Infrastructure, Mr J Devine  
General Manager Community and Org. Development, Ms G Page  
Manager Governance, Mr M Petrovski  
Governance Support Officer, Ms K Boyd

The meeting commenced at 6.32 pm.

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## **OPENING PRAYER AND WELCOME**

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

The Acting Chief Executive Officer read the Opening Prayer.

The Mayor read the Kaurna Acknowledgement.

## **APOLOGIES**

Apologies were received from Cr N Henningsen and Cr S Ouk.

## **LEAVE OF ABSENCE**

Nil

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## **ITEM 1: PUBLIC QUESTION TIME**

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

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## **ITEM 2: DEPUTATIONS / PRESENTATIONS**

Sports and Community Clubs COVID-19 Recovery Support Package Grants were presented to the following Clubs:

- Pooraka Football Club - Mr Keith Whales
- National Military Vehicle Museum - Mr Ryan Vallis
- Brahma Lodge Sports Club - Mr Dave Bevan
- Salisbury Cycle Speedway - Mrs Stacey McCormick
- Penfield Golf Club - Mrs Jody Mattner & Mr Mal Gregory
- Cressy Bowmen Incorporated - Mrs Lesley Attrill

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## **ITEM 3: PETITIONS**

No Petitions were received.

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## **ITEM 4: PRESENTATION OF MINUTES**

Moved Cr S Reardon  
Seconded Cr G Reynolds

The Minutes of the Council Meeting held on 27 July 2020, be taken and read as confirmed, subject to the deletion of the word “including” in sub paragraph 2(b) i) in item “6.2.1 – Review of COVID-19 Community Support Measures”.

**CARRIED**  
**0654/2020**

Moved Cr J Woodman  
Seconded Cr L Braun

The Minutes of the Confidential Council Meeting held on 27 July 2020, be taken and read as confirmed.

**CARRIED**  
**0655/2020**

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## **ITEM 5: COMMITTEE REPORTS**

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### **5.1 Policy and Planning Committee - Recommendations for Council Ratification**

Moved Cr C Buchanan

Seconded Cr M Blackmore

That Council adopt the recommendations of the Policy and Planning Committee meeting on 17 August 2020, contained in the report to Council (Item No. 5.1 on the agenda for the Council meeting held on 24 August 2020), and listed below:

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

1. The information be received.

#### **1.0.2 Recommendations of the Tourism and Visitor Sub Committee meeting held on Monday 10 August 2020**

The information contained in the Tourism and Visitor Sub Committee Minutes of the meeting held on 10 August 2020 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

##### **TVSC1 Future Reports for the Tourism and Visitor Sub Committee**

1. The information be received.

##### **TVSC2 City of Salisbury Digital Asset Enhancement**

1. The information be received.
2. Staff investigate and a report be brought back on three internal sites for kiosks.
3. The Tourism and Visitor Sub Committee supports the enhancement of the Salisbury Discover website within the proposed budget of \$15,000 to include consideration of information relating to accommodation and historical sites.

##### **TVSC-OB1 Salisbury Recreation Precinct**

1. That staff bring back a report on the promotion of the Salisbury Recreation Precinct, including signage.

#### **1.1.1 Recommendations of the Youth Council Sub-Committee meeting held on Tuesday 11 August 2020**

The information contained in the Youth Council Sub Committee Minutes of the meeting held on 11 August 2020 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

##### **YC1 Future Reports for the Youth Council Sub Committee**

1. The information be received.

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**YC2 Youth Council Membership**

1. That the resignation of Hayley Williams as a Youth Member on Salisbury Youth Council be received and accepted.
2. That the resignation of Netra Dulal as a Youth Member on Salisbury Youth council be received and accepted

**YC3 Youth Council Projects Update**

1. That the information be received and noted.

**YC4 Youth Programs and Events Update August 2020**

1. That the information be received and noted.

**YCSC-OB1 Effects of COVID-19 on Youth and Sporting Clubs**

1. That the Youth Council Sub Committee is provided information via email regarding the effects that COVID-19 has had on youth and sporting clubs.

**1.3.1 Affordable and Community Housing Policy – Development of Surplus Council Owned Land – Outcomes of the Homelessness Strategy**

1. The report be received.

**CARRIED  
0656/2020**

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## 5.2 Works and Services Committee - Recommendations for Council Ratification

Moved Cr S Reardon  
Seconded Cr M Blackmore

That Council adopt the recommendations of the Works and Services Committee meeting on 17 August 2020, contained in the report to Council (Item No. 5.2 on the agenda for the Council meeting held on 24 August 2020), and listed below with the exception of items:

- 2.0.2-AMSC2 Street Tree Asset Management Plan**
- 2.7.1 School Transport Framework**
- 2.7.3 Pontian Eagles Sports and Social Club - Parking**

which were withdrawn to be considered separately.

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

1. The information be received.

### **2.0.2 Recommendations of the Asset Management Sub Committee meeting held on Monday 10 August 2020**

The information contained in the Asset Management Sub Committee Minutes of the meeting held on 10 August 2020 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

#### **AMSC1 Future Reports for the Asset Management Sub Committee**

1. The information be received.

#### **AMSC3 Information report inclusiveness in Playspaces**

1. That universal design principles continue to be included as part of playspace designs and Place Activation Strategy guidelines including inclusive play equipment in district playgrounds.
2. That consultation on inclusive playspaces continues with relevant disability Access and Inclusion groups within City of Salisbury.
3. That a non-discretionary budget bid of \$150,000.00 be prepared for the first quarter budget review for additional pieces of inclusive play equipment at Unity Park.
4. That the next district playground be designed as a fully inclusive playspace, and cost estimates for various options be presented for Council consideration.
5. Staff bring back a further report proposing a discretionary budget bid to be considered for the provision of an accessible toilet with adult

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changing facility at Unity Park at the second quarter budget review.

**AMSC-OB1 Tree Litter in private residence**

1. That a report be provided advising how the City of Salisbury can better assist vulnerable residents on private property where their residences are impacted by litter from regulated trees.

**AMSC-OB2 Disability Access Inclusion Plan**

1. That a report be presented in January 2021 regarding the progress of the Disability Access Inclusion Plan.

**2.5.1 Brahma Lodge Sports Club – Request to waive interest payable on a loan**

1. The Manager Property and Buildings be authorized to liaise with the Brahma Lodge Sports Club (the Club) and relevant Council staff to facilitate the pay-out and early termination of an existing loan between the City of Salisbury and the Club.
2. That interest payments in the amount of \$2,638.06 be waived in exchange for the Club paying out the balance of the loan (\$10,259.85) in full to Council no later than 30 August 2020.

**2.6.1 Capital Works Report – July 2020**

1. As part of PR17190 City Wide Trails Program, defer 2020/21 trail works planned for Dry Creek, until 2021/22, and bring forward from 2021/22 into 2020/21 the trail works along Little Para, east of Commercial Road, in alignment with the endorsed co-funding grant awarded; with no net impact to the budget.

**2.7.2FI Permit Parking for Council Staff within the Salisbury Town Centre**

1. The area identified in Attachment 1 to this report (Works and Services 17/08/2020, Item 2.7.2FI) - Permit Zone for Council Staff Parking – Amended, be declared a permit parking zone for the purposes of regulation 17(1) of the *Road Traffic (Road Rules—Ancillary and Miscellaneous Provisions) Regulations 2014* (‘the Regulations’).
2. Under the provisions of Regulation 17(2)(a) of the Regulations the Council determines the class of permits required for vehicles to stop in the permit zone identified in Attachment 1- Permit Zone for Council Staff Parking – Amended will be;
  - a. “Staff Parking Permit” and
  - b. “Contractor Permit”
3. Under the provisions of Regulation 17(2)(b) of the Regulations the Council determines the persons entitled to such permits will be:
  - a. The persons entitled to a “Staff Parking Permit” include:
    - i. City of Salisbury Staff
    - ii. Volunteers undertaking duties for and on behalf of the City of Salisbury,

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- iii. Elected Members whilst undertaking duties for and on behalf of the City of Salisbury,
  - b. The persons entitled to a Contractor Permit” include:
    - i. Contractors authorised to conduct works at Council and or on behalf of Council in or in the vicinity of the Community HUB
  - 4. Under the provisions of Regulation 17(2)(c) of the Regulations the Council determine no fees are applicable to be paid for such permits;
  - 5. Under the provisions of Regulation 17(2)(d) of the Regulations the Council determines the conditions to which the permits will be subject (which may include conditions as to the period for which such permits remain in force and conditions as to the display of permits in vehicles), and may vary any such determination, will include:
    - a. All persons eligible for a permit will be required to provide Council authorised staff with the following information:
      - Full Name:
      - Contact Phone Number:
      - Registration Number
    - b. The physical permit must be displayed whilst parking in the permit areas so that it is visible from the front windscreen.
    - c. Staff Parking Permits will be applicable from 7.00am to 6.00pm Monday to Friday (excluding public holidays)
    - d. Contractor Permit will be applicable on the date of issue and shall only be valid for one day, and only applicable from 7.00am to 6.00pm Monday to Friday (excluding public holidays)

**W&S-OB1 Protocol with respect to the discovery of Deceased Pets by Staff of the Department of Transport and Infrastructure**

- 1. That the Administration write to the Department of Infrastructure and Transport to establish an appropriate protocol to deal with events where their staff find a deceased pet.
- 2. That Council write to GAROC to have this included on the agenda for the annual general meeting of Local Government.

**CARRIED  
0657/2020**

The meeting then proceeded to consider items 2.0.2-AMSC2, 2.7.1 and 2.7.3 which were withdrawn to be considered separately.

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## **2.0.2-AMSC2 Street Tree Asset Management Plan and Policy**

Moved Cr C Buchanan

Seconded Cr K Grenfell

1. The information within the report be received and noted.
2. The Tree Management Policy as contained in Attachment 1 to this report (AMSC 10/08/2020, Item No. AMSC2) be deferred to next ASMC.
3. The principles contained within the report for consideration in the development of priority listing for future street tree renewal programs be approved.
4. That a priority list of streets from attachment 5 be identified for the 2020/21 Street Tree Renewal Program.
5. That an updated Street Tree Asset Management Plan be prepared for future presentation to the Asset Management Sub Committee.
6. That an updated planting palette for street trees, and criteria for selection at particular sites, be developed for Sub Committee consideration and endorsement at a future meeting.
7. Council notes that a technical paper summarising the recent street tree condition audit will be placed on the Elected member web-site by the end September 2020.

### **Further Motion**

1. That the Tree Removal Procedure be deferred to the next meeting to enable staff to review the document so as to place stronger reference to the Tree Management Appeals Sub Committee and include the Tree Appeal Process.

**CARRIED  
0658/2020**



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### 2.7.1 School Transport Framework

*Cr C Buchanan declared a perceived conflict of interest on the basis of being a member of the Paralowie Schools Governing Council. Cr Buchanan managed the conflict by remaining in the meeting and voting in the best interest of the community.*

*Cr A Duncan declared a perceived conflict of interest on the basis of being the Chair of the Salisbury East High School Governing Council. Cr Duncan 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 having family members who attend The Pines School and Parafield Gardens High School, and also serving on the Governing Councils of both schools. Cr Grenfell 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 employment at Salisbury High School. Cr Blackmore managed the conflict by remaining in the meeting and voting in the best interest of the community as the issue has no relationship to her role at the school.*

*Cr G Reynolds declared a perceived conflict of interest on the basis of being a member of the Salisbury High School Governing Council. 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 Valley View Secondary School, Ingle Farm Primary School and Ingle Farm East Primary School Governing Councils. 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 member of the Para Hills High School Governing Council. Cr Reardon 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 member of the Lake Windemere Primary School Council. Cr Hood managed the conflict by remaining in the meeting and voting in the best interest of the community.*

*Cr B Brug declared a perceived conflict of interest on the basis of having a family member who attends Parafield Gardens Primary School. Cr Brug managed the conflict by remaining in the meeting and voting in the best interest of the community.*

Moved Cr C Buchanan

Seconded Cr A Duncan

1. The Council notes the provisional list of works for the selected schools under the School Transport Framework. The list in Item 3.6 is subject to change that may result from engagement and concept design findings.

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2. The Council notes that the list of projects to improve safety on the northern end of Whites Road near Paralowie R-12 School is part of the School Transport Framework program for the area.
  3. The Council notes the list of projects to improve safety around The Pines School is part of the School Transport Framework program for the area.
  4. The Council endorses the list of projects in Section 3.28 of this report (Works and Services Committee 17 August 2020 Item 2.7.1) to be funded from the Local Roads and Community Infrastructure Program \$500k grant funding which was allocated to the School Transport Framework.
  5. As a priority, a meeting be organised between Ward Councillors, Salisbury East High School, DPTI representatives and Council staff to examine the proposed carpark extension and entry/exit point on to Fern Grove Boulevard.
  6. Staff and Ward Councillors meet with Burton Primary School and Gulfview Heights Primary School governing councils to further discuss traffic improvement safety measures and traffic flow to be included in the School Transport Framework projects.

**CARRIED  
0659/2020**

*The majority of members present voted IN FAVOUR of the MOTION.  
Cr C Buchanan voted IN FAVOUR of the MOTION.  
Cr A Duncan voted IN FAVOUR of the MOTION.  
Cr K Grenfell voted IN FAVOUR of the MOTION.  
Cr M Blackmore 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 D Hood voted IN FAVOUR of the MOTION.  
Cr B Brug voted IN FAVOUR of the MOTION.*

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### 2.7.3 Pontian Eagles Sports and Social Club – Parking

*Cr C Buchanan declared an actual conflict of interest on the basis of being a Patron of the Club. Cr Buchanan left the meeting at 7:08 pm.*

Moved Cr D Proleta

Seconded Cr G Reynolds

1. Council note that new parking arrangements at Pontian Eagles Clubrooms are under consideration, so that timing for any parking upgrade is aligned with the upgrade to the clubroom.
2. Council note that stakeholder engagement will be undertaken in partnership with the clubroom upgrade to ensure the parking arrangements meet the needs of the community.
3. Council note that parking upgrade costs and options will be tabled concurrent with the clubroom upgrade options, and that this will be by November 2020.
4. Council supports the provision of an additional 4 or 5 car parks in the short term through improved line marking and geometric layout.

**CARRIED**  
**0660/2020**

*Cr C Buchanan returned to the meeting at 7:10 pm.*

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**5.3 Resources and Governance Committee - Recommendations for Council Ratification**

Moved Cr M Blackmore

Seconded Cr B Brug

That Council adopt the recommendations of the Resources and Governance Committee meeting on 17 August 2020, contained in the report to Council (Item No. 5.3 on the agenda for the Council meeting held on 24 August 2020), and listed below:

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

1. The information be received.

**3.6.1FI Nominations Sought for the Local Government Finance Authority Board of Trustees**

1. The information be received.
2. Mr Charles Mansueto be nominated as a member of the Local Government Finance Authority Board of Trustees via the (Local Government Association / Local Government Finance Authority) process.
3. No notice of motion be submitted to the Local Government Finance Authority.

**CARRIED  
0661/2020**

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## 5.4 Audit Committee - Recommendations for Council Ratification

Moved Cr G Reynolds  
Seconded Cr K Grenfell

That Council adopt the recommendations of the Audit Committee meeting on 12 August 2020, contained in the report to Council (Item No. 5.4 on the agenda for the Council meeting held on 24 August 2020), and listed below:

### 4.0.1 Actions List

1. The information is noted.

### 4.0.2 Future Reports for the Audit Committee

1. The information is received.

### 4.2.1 Bentley's Interim Report on Audit Findings

1. The information be received.

### 4.2.2 Asset Management Audit – follow up report

1. That the updated responses of the Administration to the Asset Management audit as set out in Attachment 2 to this report (Item 4.2.2, Audit Committee, 12 August 2020) be endorsed for Council approval.
2. That the verification of the updated responses to the Asset Management Audit as set out in Attachment 2 to this report (Item 4.2.2, Audit Committee, 12 August 2020) be noted.

### 4.2.3 Annual Report 2019/2020 – Internal Controls Framework and Audit Committee sections

1. That the proposed inclusions in the annual report relating to the operations and membership of the Audit Committee for the 2019/2020 financial year as set out in Attachment 1 to this report (Item 4.2.3, Audit Committee, 12/08/2020) be approved, subject to the feedback provided by members.

### 4.2.4 Local Government Reforms: City of Salisbury response to Local Government Statutes Amendment (Review) Bill 2020

1. That the information is noted and questions raised by the members at the meeting and the corresponding answers from management be noted by Council as follows:
  - a. What is the reason for opposing the deletion of section 12 of the Local Government Act 1999 relating to Representation Reviews? The matter is to be read in conjunction with the proposed new section 11A which provides for the number of members of a council (including the Mayor) will be capped at 12. The City of Salisbury opposes the reduction of members to 12 or less, therefore we are opposed to the removal of the Representation Review process. The City of Salisbury believes that the community should decide how many councillors it has, and the Representation Review is a mechanism by which the community is consulted.

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- b. What is the reason for opposing section 273 providing for the Minister to direct Councils? Opposition to this proposed amendment arises out of the notion that a body yet to be established with no connection to the community may make recommendations to the Minister about the business of a Council. City of Salisbury is of the view that the current oversight mechanisms of the ICAC, Ombudsman and Auditor-General enable councils to relate to its community and make decisions accordingly. City of Salisbury is of the view that the current oversight mechanisms are adequate and that there is no evidence to suggest that they are not working.

#### **4.2.5 Update on Internal Audit Plan**

1. That the updates made to the 2018 - 2022 Internal Audit Plan as set out in Attachment 1 to this report (Item 4.2.5, Audit Committee, 12/08/2020) are endorsed.

#### **4.2.6 Risk Management and Internal Controls Activities**

1. The information is received.
2. The Update on Risk Management and Internal Controls Activities for 2019/2020, as set out in Attachment 1 to this report (Item 4.2.6, Audit Committee, 12/08/2020) is endorsed.
3. The proposed schedule of Risk Management and Internal Controls Activities for 2020/2021, as set out in Attachment 6 to this report (Item No. 4.2.6, Audit Committee 12/08/2020), is endorsed.
4. Council notes the update on outstanding actions from completed Internal Audits, as set out in Attachment 7 to this report (Item 4.2.6, Audit Committee, 12/08/2020).

**CARRIED  
0662/2020**

## **5.5 Council Assessment Panel**

*No Council Assessment panel meeting was held in July 2020.*

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**5.6 Budget and Finance Committee - Recommendations for Council Ratification**

Moved Cr B Brug  
Seconded Cr J Woodman

That Council adopt the recommendations of the Budget and Finance Committee meeting on 17 August 2020, contained in the report to Council (Item No. 5.6 on the agenda for the Council meeting held on 24 August 2020), and listed below with the exception of item:

**6.1.1 2019-2020 Carried Forward Funds and Budget Adjustments**

which was withdrawn to be considered separately.

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

1. The information be received.

**6.0.2 Recommendations of the Innovation and Business Development Sub Committee meeting held on Monday 10 August 2020**

The information contained in the Innovation and Business Development Sub Committee of the meeting held on 10 August 2020 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

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

1. The information be received.

**IBDSC2 Community Requests – Response Dashboard**

1. The information be received.

**IBDSC3 City of Salisbury Calendar of Events and Exhibitions Review**

1. That the report be noted.
2. The proposed 3 Year Exhibition & Events Calendar as provided by staff in this report (IBDSC 10/08/2020, Item IBDSC3) be endorsed subject to the following changes:
  - a. Secret Garden – Option C with the variation that the Friday night event is a City of Salisbury Community Recognition event and the Administration is requested to provide a further report with a proposed list of community groups to be invited.
  - b. Writers Festival – Option A
  - c. Salisbury Community Achievement Awards to be incorporated into the Australia Day Awards Program, and a further report to be provided with advice on a potential award category, if required.
  - d. Salisbury Plays to include the opening of Fairbanks Reserve in line with the proposed construction schedule.

3. Council endorse the introduction and staging of a brand new (nature play style) activity, “The Discover Salisbury Challenge” in December 2020, to kick off school holiday activations, whilst still enabling the appropriate management of social distance requirements, anticipating that they are still in place at the time.

### 6.1.2 Treasury Report for Year Ended 30 June 2020

1. Information be received.

**CARRIED  
0663/2020**

The meeting then proceeded to consider Item 6.1.1 which was withdrawn to be considered separately.

### 6.1.1 2019-2020 Carried Forward Funds and Budget Adjustments

Moved Cr B Brug  
Seconded Cr M Blackmore

1. The information be received.
2. The 2020/21 budget be increased with \$18,594,873 funds carried forward to be applied as detailed in Schedule of Funds Carried Forward from 2019/2020 to 2020/21 in Attachment 1 to this report (Item No. 6.1.1, Budget and Finance Committee, 17/8/2020).
3. The 2019/2020 project expenditure budgets be reduced to reflect returned funds of \$3,846,200, as per Schedule of Funds Returned to Council 2019/2020 in Attachment 2 to this report (Item No. 6.1.1, Budget and Finance Committee, 17/8/2020).
4. The 2019/2020 project expenditure budgets be increased to reflect additional actual expenditure of \$2,905,200 as per Schedule of Budget Adjustments 2019/2020 in Attachment 3, noting the removal of Operational Readiness of \$190,900, to this report (Item No. 6.1.1, Budget and Finance Committee, 17/8/2020).

<b>Transport</b>	
PR22515 Transportation Planning Program	\$91,700
PR20548 Bridge Program	\$76,500
PR22852 Bus Shelter Renewal and Improvement Program	\$71,700
PR21291 Project Support Overhead	\$2,142,100
Transport – Other (per attached)	\$85,600
<b>Total Transport</b>	<b>\$2,467,600</b>



<b>Drainage &amp; Waterways</b>	
PR22512 Drainage & Waterways Planning Program	\$12,200
Drainage & Waterways – Other (per attached)	\$1,700
<b>Total Drainage &amp; Waterways</b>	<b>\$13,900</b>

<b>Property &amp; Buildings</b>	
PR24209 Pratt Avenue Land Acquisitions	\$96,100
PR22518 Property & Buildings Planning Program	\$51,700
Property & Buildings – Other (per attached) <i>(Note: being \$16,500 capital and \$7,700 operating)</i>	\$24,200
<b>Total Property &amp; Buildings</b>	<b>\$172,000</b>

<b>Parks &amp; Streetscape</b>	
PR25140 Parks & Streetscape Planning Program	\$33,800
PR17040 Irrigation Renewal Program	\$29,800
<b>Total Parks &amp; Streetscape</b>	<b>\$63,600</b>

<b>Salisbury Water</b>	
PR20874 Salisbury Water Asset Renewal (pump failures)	\$119,900
Salisbury Water – Other (per attached)	\$65,300
<b>Total Salisbury Water</b>	<b>\$185,200</b>

<b>Strategic Projects – Salisbury Community Hub</b>	
PR22256 Salisbury Community Hub Land Acquisition	\$3,000
<b>Total Strategic Projects - SCH</b>	<b>\$3,000</b>

5. The 2019/2020 project over expenditures be offset within the respective 2020/21 program budget allocations:

<b>Transport</b>	
PR12000 Road Reseal / Reconstruction Program	\$413,000
PR25231 Diment Road	\$42,700
PR21412 Road Reseal Kerb Ramps	\$20,700
PR17754 Sportsfield Lighting	\$5,400
<b>Total Transport</b>	<b>\$481,800</b>

<b>Strategic Projects - Other</b>	
PR30070 Burton Hub	\$2,200
<b>Total Strategic Projects – Other</b>	<b>\$2,200</b>

6. To balance completed programs and projects, and appropriately align budgets for carry forward purposes Council approves the following 2019/2020 Budget Transfers:

Transport

- From within PR12000 Road Reseal / Reconstruction Program transfer \$299,300 operating to capital, and From PR14498 within the Footpath Program transfer \$10,600 operating to capital.
- From within PR30012 SAPN LED Upgrades transfer \$7,700 capital to operating.

Drainage & Waterways

- From within PR16999 within the Local Flooding Program transfer \$52,100 operating to capital.

Strategic Projects - Other

- From within PR25441 John Street Improvement transfer \$2,000 capital to operating.

Strategic Project – Salisbury Community Hub

- From with PR22256 SCH Land Acquisition transfer \$35,000 operating to capital.

7. Council approve the following budget 2019/2020 adjustments associated with successful grant funding applications, and associated budget adjustments to 2020/21:-

Transport

- City Wide Trails PR17190 – creation of income and expenditure budgets of \$500,000 in the 2019/2020 financial year, and the carry forward of the \$500,000 expenditure budget in addition to the carry forwards detailed in Recommendation Part 2. Also remove the income and expenditure budgets of \$535,000 from the 2020/21 financial year.

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- Major Traffic Program PR13725 - creation of income and expenditure budgets of \$575,000 in the 2019/2020 financial year, and the carry forward of the \$575,000 expenditure budget in addition to the carry forwards detailed in Recommendation Part 2, noting Resolution 0326/2019 resulting from Works and Service agenda November 2019.

#### Parks & Streetscapes

- Native forests PR25670 – creation of income and expenditure budgets of \$200,000 in the 2019/2020 financial year, and the carry forward of the \$200,000 expenditure budget in addition to the carry forwards detailed in Recommendation Part 2. Also remove the income and expenditure budgets of \$200,000 from the 2020/2021 financial year.
- Para Hill Community Garden PR25962 – creation of income and expenditure budgets of \$7,500 in the 2019/2020 financial year, and the carry forward of the \$7,500 expenditure budget in addition to the carry forwards detailed in Recommendation Part 2.

#### PF&E

- Disability Access Ablutions Transportable PR25543 - creation of income and expenditure budgets of \$124,594 in the 2019/2020 financial year, and the carry forward of the \$124,594 expenditure budget into 2020/21 in addition to the carry forwards detailed in Recommendation Part 2.

8. Council approve the creation of a project operating income budget for PR17205 Watercourse Seed Sales \$8,200 to match funds received from sales during the year.
9. Council approve the following budget adjustments associated with unsuccessful grant funding applications:

#### Parks & Streetscapes

- PR30058 Patterson Court Paralowie Inclusive Play, 2019/2020 unsuccessful grant funding of \$235,000 requiring the removal of income budget noting that Council has allocated funds of \$235,000 (Works and Services Item 2.6.1 “November Capital Works Report” and associated Council Resolution 0363/2019), with the expenditure budget of \$235,000 to be carried forward in addition to carry forwards detailed in Recommendation Part 2 of this item.
- PR23484 Prettejohn Gully Autism Friendly Space, unsuccessful grant funding resulting in \$225,225 requiring the removal of income and expenditure budgets (Works and Services, Resolutions 0247/2019).

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10. Transfer from the PR25000 Salisbury Community Hub (professional fees) \$130,855 to PR25232 Operational Readiness project and within Operational Readiness to align budgets with expenditures.
  11. Council approve a budget allocation of \$266k for PR25145 Lease to Buy Laptop/ PC's, in accordance with Resolution 2612/2018, as detailed in paragraph 3.11 Budget Adjustments table.
  12. Business Transformation funds of \$397,320 which is included in the operating carry forward be allocated as follows:
    - Transfer \$37,000 from transformation funds operating to capital to enable purchase of security officer vehicle noting the security officer substantive position is funded from transformation funds in 2020/21 onwards
    - Transfer \$4,660 from transformation funds to consulting funds within Community Experience and Relationships to develop Hub Virtual Tour
    - Transfer \$26,000 for Customer Experience Platform for a 1 year trial
    - Transfer \$50,000 for change management associated with Office365
    - Transfer \$279,660 from transformation funds to Data Analytics
  13. Utilising the carried forward special distribution funds contained within Part 2 of this recommendation, transfer \$58,000 from Risk and Governance consulting funds and \$52,800 from OH&S consulting funds, and convert into Salary and Wages and Oncosts within Risk and Governance in the 2020/21 financial year to deliver the Council Ready Program.
  14. The following adjustments to the 2020/21 revised budget be transacted, and reflected in the sundry project fund which will be reviewed again by Council on consideration of the First Quarter Budget Review:
    - Elected Member Training \$1,100 increase to reflect CPI and in accordance with Council resolution
    - Digital Literacy program funds \$4,000 increase to reflect appropriately the base operating budget for 2020/21
    - JP services expenditure \$500 increase to reflect appropriately the base operating budget for 2020/21
    - Mawson Centre increase activity income \$3,000 and program expenditure \$4,000 to correct the base operating budget for 2020/21
    - Para Hills Community Hub program funds of \$5,000 which were not included in the 2020/21 base operating budget.

**CARRIED  
0664/2020**

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**5.7 Sport, Recreation and Grants Committee - Recommendations for Council Ratification**

Moved Cr A Duncan  
Seconded Cr D Hood

That Council adopt the recommendations of the Sport, Recreation and Grants Committee meeting on 10 August 2020, contained in the report to Council (Item No. 5.7 on the agenda for the Council meeting held on 24 August 2020), and listed below:

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

1. The information be received.

**7.2.1 Community Grants Program Applications for August 2020**

1. The information be received and noted.

**7.2.3 Sports and Community Clubs COVID-19 Recovery Support Package Applications for August 2019**

1. The information be received and noted.

**CARRIED  
0665/2020**

**5.8 CEO Review Committee**

*No CEO Review Committee meeting was held in August 2020.*

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**ITEM 6: GENERAL BUSINESS REPORTS**

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*There were no General Business Reports.*

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**ITEM 7: MOTIONS ON NOTICE**

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**7.1 Motion on Notice: Council Waste Management**

Moved Cr G Reynolds

Seconded Cr C Buchanan

1. That staff provide a report by December 2020, on the feasibility and cost effectiveness of introducing a 2 or 3 waste bin system (including general, recycling and compostable) across key public areas in Salisbury, such as city centres, major parks and reserves, and other destinations, including as part of the John St/Church St upgrade project.
2. That staff provide a report by December 2020 on the feasibility and cost effectiveness of introducing a 2 or 3 waste bin system (including general, recycling and compostable) across major Council owned buildings and facilities.

**CARRIED**  
**0666/2020**

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**ITEM 8: MAYOR'S DIARY**

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**8.1 Mayor's Diary**

Moved Cr J Woodman

Seconded Cr G Reynolds

1. That this information be noted.

**CARRIED**  
**0667/2020**

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**ITEM 9: ELECTED MEMBER REPRESENTATION ACTIVITIES**

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**Cr K Grenfell:**

August 4th Parafield Gardens High School Governing Council

August 5th The Pines School Governing Council

August 11th Meeting at Parafield Gardens High School re Principal

August 12th PBA-FM with the Mayor talking Growing for Gold

August 19th Meeting at Parafield Gardens High School to meet the new Acting Principal

**Cr M Blackmore:**

July 29th: Meeting with Jarrod Collins at Tregoning Green to discuss resident concerns

July 30th: ALGWA SA Committee Meeting

August 13th: ALGWA SA Committee Workshop

August 16th: Rotary Club of Salisbury's Presidential Lunch, Parafield Gardens  
Community Club

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**ITEM 10: QUESTIONS WITHOUT NOTICE**

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Nil

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**ITEM 11: QUESTIONS ON NOTICE**

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**11.1 Question on Notice: Numbers and Maintenance of Leased Council Buildings**

Cr Donna Proleta had submitted the following questions:

How many Council owned buildings do we lease out to sporting bodies and any other groups, and as the landlord of these buildings, and the lessee being the tenant, how often are these buildings checked for maintenance and upkeep that the lessee is required to do under the contract taken by them?

The General Manager City Infrastructure, Mr John Devine provided the following response:

Council has many types of leases/licences which it manages. There are 63 leases currently managed where there are Lessees occupying Council buildings. These are with sporting/community clubs and commercial tenants. Some of these buildings will have more than one Lessee occupying a building and these will have sub tenants under a sub license arrangement with the head lessee.

Within the lease, the responsibilities of the Council (the Lessor) and the tenant (the Lessee) are clearly articulated in a maintenance schedule contained within the lease which ensures that each party knows their individual maintenance responsibilities. There is also a dedicated phone/email address for the Property & Buildings Division where the tenant can report any maintenance issues rather than going through the general City of Salisbury phone/email. Any tenant that leases a Council building is obligated under the lease to report any maintenance immediately so it can be attended to, as well as them keeping the premises in a clean/tidy manner. It should be noted that with every new lease Council has taken on more responsibility for maintenance to ensure the buildings are fit for use and do not fall into major disrepair.

Council had historically relied on tenants to report any maintenance issues with inspections being undertaken on a more ad hoc rather than a formal arrangement. In the 19/20 financial year a regular inspection program was introduced to ensure Council staff are aware of a building's condition, and that the lease responsibilities are being adhered to. A staff member has been dedicated to undertake these inspections which will be carried out on each building annually (this is for all of Council's building infrastructure). Council also has a regular preventative maintenance program such as air conditioning maintenance, solar and gutter cleaning, fire services etc.

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Once an inspection has been completed a report is generated and assigned to the Property and Buildings Maintenance team to either undertake or organise a contractor to undertake the works if it is Council's responsibility. If the works are an obligation of the tenant, this is tasked to the Property team to follow up to ensure that the item has been attended to by the tenant.

A separate building condition audit is undertaken on all Council's buildings every three to five years which assesses the general condition on each component in the buildings. This audit informs Council's building renewal and upgrade programs to ensure facilities are DDA compliant, and whether major upgrades such as kitchen / bar replacements should be attended to, change room and wet area upgrades are necessary or whether complete building replacements should be undertaken.

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**ITEM 12: OTHER BUSINESS / MOTIONS WITHOUT NOTICE**

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*There were no Other Business items or Motions Without Notice.*



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## ITEM 13: CONFIDENTIAL ITEMS

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### 13.1 Resources and Governance - Confidential Recommendations for Council Ratification

Moved Cr J Woodman

Seconded Cr L Braun

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 at this time will protect information contained within the report which includes personal information from applicants for the roles of independent members of the NAWMA Audit Committee, non disclosure of this information will protect personal information of an employment nature of those applicants*

*On that basis the public's interest is best served by not disclosing the **Resources and Governance - Confidential Recommendations for Council Ratification** 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**  
**0668/2020**

The meeting moved into confidence at 7.22 pm.

The meeting moved out of confidence at 7.22 pm.

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**13.2 Audit Committee - Confidential recommendations for Council Ratification**

Moved Cr D Hood

Seconded Cr L Braun

1. *Pursuant to Section 90(2) and (3)(j)(i) and (j)(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 would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the Council, or a person engaged by 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*

*- The Auditor General's Department has requested that this matter remain confidential*

*On that basis the public's interest is best served by not disclosing the **Audit Committee - Confidential recommendations for Council Ratification** 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  
0669/2020**

The meeting moved into confidence at 7.22 pm.

The meeting moved out of confidence at 7.23 pm.

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**13.3 Budget and Finance Committee - Confidential Recommendations for Council Ratification**

Moved Cr P Jensen  
Seconded Cr K Grenfell

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) and (d)(i) and (d)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
  - *it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
  - *information the disclosure of which would, on balance, be contrary to the public interest; and*
  - *commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and*
  - *commercial information of a confidential nature (not being a trade secret) the disclosure of which would, on balance, be contrary to the public interest.*
2. *In weighing up the factors related to disclosure,*
  - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
  - *Non disclosure of this matter at this time will protect commercially sensitive information, the disclosure of which may confer an advantage on a third party or jeopardise the commercial position of Council.*

*On that basis the public's interest is best served by not disclosing the **Budget and Finance Committee - Confidential Recommendations for Council Ratification** 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**  
**0670/2020**

The meeting moved into confidence at 7.23 pm.

The meeting moved out of confidence and closed at 7.23 pm.

CHAIRMAN.....

DATE.....