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## **CAPITAL**

• Plant and Fleet Replacement Program	\$25,000
• Salisbury Water – Reed Beds and Pond Netting Parafield Wetlands	\$600,000
• Lindblom Park Master Plan	\$40,000
<b>TOTAL</b>	<b>\$754,600</b>

4. Approval of the following transfers:
  1. Transfer \$5,000 Elected Member Training funding to Donations expenditure to fund an ex-gratia donation to the Salisbury SES in recognition of the work they do for the Salisbury Community as per Council Minute 0762/2020.
  2. Transfer \$22,000 HCSP Transport Cost Recovery Income to HCSP Grant Funding to account for an amendment to the funding agreement in which transport recovery will be included in future grant funding.
5. Loan Borrowings are varied to reflect the bids and transfers endorsed by Council detailed in parts 1 to 4 of this resolution.

**Item No. 2.1.4**  
**Council**  
**Finance**  
**Report -**  
**January 2021**

### **EXECUTIVE SUMMARY:**

This report provides key financial data as at 31 January 2021 for the information of Council. The report demonstrates that Council is currently in a sound financial position with appropriate levels of debt and investments. However, the financial forecasts and associated financial sustainability indicators contained within Item 2.1.3 Second Quarter Budget Review on tonight's agenda indicate that Council needs to continually carefully consider any further items for funding. Where possible funding requests should be referred to the 2021/22 budget process in accordance with Council's Treasury Policy.

### **COMMITTEE RECOMMENDATION:**

1. The information is received.

**Item No. 2.2.1**  
**Rate Rebate**  
**Policy and**  
**Endorsement**  
**of**  
**Discretionary**  
**Rebates for**  
**2021/22 and**  
**2022/23**

### **EXECUTIVE SUMMARY:**

This report provides Council with details of mandatory and discretionary rate rebates provided in accordance with the Local Government Act and Council Policy. Council is asked to approve the Policy and consider whether Discretionary Rate Rebates are to be provided for a further two year period.

### **COMMITTEE RECOMMENDATION:**

1. Discretionary rebates be provided for 2021/22 and 2022/23 as follows:
  - a. Meals on Wheels 25% discretionary rate rebate (noting that total rebate is 100%, given 75% mandatory rate rebate is required)
  - b. John Street Salisbury Pty Ltd (Northern Volunteering SA Inc) 100% discretionary rate rebate
  - c. SA Water (St Kilda Tram Museum Depot) 100% discretionary rate rebate

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- d. Military Vehicle Preservation Society of SA Inc (National Military Vehicle Museum) 100% discretionary rebate
  - e. Australian Migrant Resource Centre 75% discretionary rate rebate and 75% Salisbury City Centre Business Association Separate rate
  - f. Marra Murrangga Kumangka Inc 75% discretionary rate rebate
2. The Rate Rebate Policy as set out in Attachment 1 to this report (Finance and Corporate Services Committee 15/02/2021, Item No. 2.2.1) is endorsed.

**Item No. 2.2.2**

**Accessible  
Adult Change  
Facilities**

**EXECUTIVE SUMMARY:**

The report provides the requirements on the provision of accessible adult change facilities and estimated costs. This does not include construction/installation, connection to services such as SAPN, SA Water, perimeter paths or landscaping.

**COMMITTEE RECOMMENDATION:**

1. The information in the report be noted, including that a New Initiative Bid will be submitted as part of the 2021/2022 budget consideration process, for the provision of an Accessible Adult Change Facility, possibly with a shower, at Unity Park.
2. Staff provide a further information report item next week on more detailed costings for this location.

**CO-ORDINATION**

Officer: MG  
Date: 18/02/2021



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**Further Information Item:**

**2.2.2FI Accessible Adult Change Facilities**

<b>AUTHOR</b>	Peter Rexeis, Senior Building Assets Officer, City Infrastructure
<b>CITY PLAN LINKS</b>	1.3 People are valued and they feel safe, included and connected 4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	This information report is to provide more detailed costings for the supply and installation of an Accessible Adult Change Facility at Unity Park.

**RECOMMENDATION**

1. The information in the report be noted, including that a New Initiative Bid of \$450,000 plus an additional \$20,000 annual operating costs (total \$470,000) will be submitted as part of the 2021/2022 budget consideration process, for the provision of an Accessible Adult Change Facility, with a shower and accredited as a Changing Places Facility, at Unity Park.

**ATTACHMENTS**

There are no attachments to this report.

**1. BACKGROUND**

- 1.1 The information contained in the Finance and Corporate Services Committee Minutes of the meeting held on 15 February 2021 was received and noted with respect to the following recommendation contained therein to be adopted by Council:
  - 1.1.1 *The information in the report be noted, including that a New Initiative Bid will be submitted as part of the 2021/2022 budget consideration process, for the provision of an Accessible Adult Change Facility, possibly with a shower, at Unity Park.*
  - 1.1.2 *Staff provide a further information report item next week on more detailed costings for this location.*

**2. CONSULTATION / COMMUNICATION**

- 2.1 Internal
  - 2.1.1 Staff from City Development, City Infrastructure and Community & Organisational Development Departments.
- 2.2 External
  - 2.2.1 Terrain Group Open Space Solutions
  - 2.2.2 Landmark Open Space Structures & Solutions

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**3. REPORT**

**3.1 Costings associated with the supply and installation of an Accessible Adult Change Facility.**

- 3.1.1 For the purposes of this report indicative budgets have been obtained from the 2 contractors for the supply only of a suitable adult change facility, noting that the final price will be determined when staff go out to tender.
- 3.1.2 The additional costs for footings, foundations, electrical and plumbing connections, landscaping have been extrapolated from previous installations of public toilets in the Council’s reserves and have been allowed for in the pricing. However, actual costs will be confirmed when the project goes to tender.
- 3.1.3 The costs for getting the facility accredited as a Changing Places Facility with a MLAK key (Master Locksmiths Access Key) access will also be provided.
- 3.1.4 As a result of these further investigations the cost estimates for this facility (which includes a shower) to be purchased & installed at Unity Park is as follows:

Purchase price estimate	\$250,000
Installation estimate	\$200,000
Total estimate	\$450,000

- 1.1.3 An operating cost of \$20,000.00 per annum is required for cleaning, consumables, maintenance and any other issues that may arise.

**1.2 Portable Changing Places “Marveloo”**

- 1.2.1 A grant has been secured from the Department of Human Services for the purchase of a portable changing places facility.
- 1.2.2 Staff are currently in discussions with the State Government to explore options to divert funding received for the provision of a hireable portable toilet and change facility designed for people with a severe disability to a permanent changing places facility at Unity Park. While Council is committed to delivering upon the intent of its Ability Inclusion Strategic Plan to support people with a disability to live well in Salisbury, the ongoing costs associated with managing the portable facility are significant and have increased due to additional COVID sanitisation and disinfecting compliance. Pending the successful outcome of discussions with state government, \$137,000 of funding may be available for a permanent changing places facility at Unity Park.

**4. CONCLUSION / PROPOSAL**

- 4.1 Council has sought further information on the costs of providing an adult change facility, with shower, at Unity Park.
- 4.2 To supply an accessible adult changing facility with a shower and certification as a Changing Places Facility a budget bid of \$450,000.00 is required, noting that the final price will be determined when staff take this out to tender.



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4.3 An annual operating cost of \$20,000.00 is required to keep the facility fully operational.

**CO-ORDINATION**

Officer:

Date:



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### **5.3 Governance and Compliance Committee: Recommendations for Council Ratification**

**AUTHOR** Joy Rowett, Governance Coordinator, CEO and Governance

**APPROVING OFFICER** Chief Executive Officer

#### **EXECUTIVE SUMMARY**

The Governance and Compliance Committee met on 15 February 2021 to consider eight (8) items on its Agenda. The Governance and Compliance Committee agenda and reports were distributed to all Elected Members and made available to the public prior to the Committee meeting.

Eight (8) recommendations of the Committee are provided in this report. The corresponding Executive Summary of each report to the Committee is also provided as a prompt.

The Council may wish to adopt the Committee recommendations by way of a single resolution, having given due consideration to each matter, OR, Elected Members may identify individual item/s to be withdrawn for separate discussion and resolution by Council.

A draft recommendation has been provided for each approach and is subject to the will of the Council meeting.

#### **RECOMMENDATION**

That Council adopt the recommendations of the Governance and Compliance Committee meeting on 15 February 2021, contained in the report to Council (Item No. 5.3 on the agenda for the Council meeting held on 22 February 2021), and listed below:

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

1. The information is received.

##### **3.1.1 Draft Fraud and Corruption Prevention and Management Policy**

1. The Fraud and Corruption Prevention and Management Policy as set out in Attachment 2 to this report (Governance and Compliance Committee, 15/02/2021, Item 3.1.1) is approved.

##### **3.1.2 Council Assessment Panel - Terms of Reference.**

1. The Council Assessment Panel Terms of Reference dated 21 January 2019 is revoked.
2. The Council Assessment Panel Terms of Reference as contained in Attachment 1 to this report (Governance and Compliance Committee 15/02/2021, Item 3.1.2) is endorsed with the following changes to be incorporated:
  - 2.1 Paragraph 2.17 to be removed and replaced with: *Subject to clause 5, Independent Members will be appointed for a term of up to four years, and on such other conditions as determined by the Council. For purposes of continuity and experience, to ensure that all Independent Member positions are not made vacant at the same time, initially two positions will be appointed for a two year term so as to create an ongoing overlap of the four year terms.*

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2.2 Paragraph 2.22 to be deleted.

3. The expression of interest process is to be commenced for the appointment of Independent Members for the next term of the Council Assessment Panel.

**3.1.3 Review of Naming of Roads and Public Places Policy**

1. The Information is received.
2. The Naming of Roads and Public Places Policy as set out in Attachment 1 to this report (Governance and Compliance Committee 15/02/2021, Item No. 3.1.3) is endorsed.

**3.1.4 Private Parking Areas Act - Private Parking Agreements Policy Review**

1. The information is received.
2. The Private Parking Areas Act - Private Parking Agreements Policy as set out in Attachment 1 to this report (Governance and Compliance Committee 15/02/2021, Item No.3.1.4) is endorsed.

**3.1.5 Review of Food Act 2001 - Inspection Fees Policy**

1. The information is received.
2. That the Food Act 2001 – Inspection Fees Policy as set out in Attachment 1 to this report (Governance and Compliance Committee 15/02/2021, Item No. 3.1.5) is endorsed.

**3.1.6 Review of Enforcement Policy**

1. The information is received.
2. The Enforcement Policy as set out in Attachment 1 to this report (Governance and Compliance Committee 15/02/2021, Item 3.1.6) is endorsed.

**3.1.7 2021 National General Assembly of Local Government - Call for Motions and Attendance at Assembly**

1. Council consider and determine if there are any issues that warrant a motion being submitted to the National General Assembly of Local Government being held in Canberra from 20 to 23 June 2021.

OR

That Council adopt the recommendations of the Governance and Compliance Committee meeting on 15 February 2021, contained in the report to Council (Item No. 5.3 on the agenda for the Council meeting held on 22 February 2021), and listed below, with the exception of Item(s):

### and ###

which was/were withdrawn to be considered separately.

*(to be determined at meeting as necessary)*

**ATTACHMENTS**

There are no attachments to this report.

## 1. COMMITTEE RECOMMENDATIONS FOR COUNCIL RATIFICATION

<b>COMMITTEE AGENDA ITEM NO. and TITLE</b>	<b>EXECUTIVE SUMMARY AND COMMITTEE RECOMMENDATION TO COUNCIL</b>
<p><b><u>Item No. 3.0.1</u></b> <b>Future Reports for the Governance and Compliance Committee</b></p>	<p><b>EXECUTIVE SUMMARY:</b> This item details reports to be presented to the Governance and Compliance Committee of Council as a result of a previous Council resolution. If reports have been deferred to a subsequent meeting, this will be indicated, along with a reason for the deferral.</p> <p><b>COMMITTEE RECOMMENDATION:</b></p> <ol style="list-style-type: none"> <li>1. The information is received.</li> </ol>
<p><b><u>Item No. 3.1.1</u></b> <b>Draft Fraud and Corruption Prevention and Management Policy.</b></p>	<p><b>EXECUTIVE SUMMARY:</b> The Fraud and Corruption Prevention Policy has been reviewed and endorsed by the Audit Committee for presentation to the Governance and Compliance Committee.</p> <p><b>COMMITTEE RECOMMENDATION:</b></p> <ol style="list-style-type: none"> <li>1. The Fraud and Corruption Prevention and Management Policy as set out in Attachment 2 to this report (Governance and Compliance Committee, 15/02/2021, Item 3.1.1) is approved.</li> </ol>
<p><b><u>Item No. 3.1.2</u></b> <b>Council Assessment Panel - Terms of Reference</b></p>	<p><b>EXECUTIVE SUMMARY:</b> This report seeks Council’s decision to adopt Terms of Reference to commence the expression of interest for the appointment of Independent Members for the next term of the Council Assessment Panel.</p> <p><b>COMMITTEE RECOMMENDATION:</b></p> <ol style="list-style-type: none"> <li>1. The Council Assessment Panel Terms of Reference dated 21 January 2019 is revoked.</li> <li>2. The Council Assessment Panel Terms of Reference as contained in Attachment 1 to this report (Governance and Compliance Committee 15/02/2021, Item 3.1.2) is endorsed with the following changes to be incorporated:               <ol style="list-style-type: none"> <li>2.1 Paragraph 2.17 to be removed and replaced with: <i>Subject to clause 5, Independent Members will be appointed for a term of up to four years, and on such other conditions as determined by the Council. For purposes of continuity and experience, to ensure that all Independent Member positions are not made vacant at the same time, initially two positions will be appointed for a two year term so as to create an ongoing overlap of the four year terms.</i></li> <li>2.2 Paragraph 2.22 to be deleted.</li> </ol> </li> </ol>

	<p>3. The expression of interest process is to be commenced for the appointment of Independent Members for the next term of the Council Assessment Panel.</p>
<p><b><u>Item No. 3.1.3</u></b>  <b>Review of Naming of Roads and Public Places Policy</b></p>	<p><b>EXECUTIVE SUMMARY:</b>  This report presents the Naming of Roads and Public Places Policy to Council for consideration and endorsement. The Policy has been reviewed no changes are required.</p> <p><b>COMMITTEE RECOMMENDATION:</b></p> <ol style="list-style-type: none"> <li>1. The Information is received.</li> <li>2. The Naming of Roads and Public Places Policy as set out in Attachment 1 to this report (Governance and Compliance Committee 15/02/2021, Item No. 3.1.3) is endorsed.</li> </ol>
<p><b><u>Item No. 3.1.4</u></b>  <b>Private Parking Areas Act - Private Parking Agreements Policy Review</b></p>	<p><b>EXECUTIVE SUMMARY:</b>  This report presents the Private Parking Areas Act - Private Parking Agreements Policy to Council for consideration and endorsement. The Policy has been reviewed by the Policy Owner and no changes of substance are required.</p> <p><b>COMMITTEE RECOMMENDATION:</b></p> <ol style="list-style-type: none"> <li>1. The information is received.</li> <li>2. The Private Parking Areas Act - Private Parking Agreements Policy as set out in Attachment 1 to this report (Governance and Compliance Committee 15/02/2021, Item No.3.1.4) is endorsed.</li> </ol>
<p><b><u>Item No. 3.1.5</u></b>  <b>Review of Food Act 2001 - Inspection Fees Policy</b></p>	<p><b>EXECUTIVE SUMMARY:</b>  Council Policies are subject to bi-annual reviews and re-endorsement by Council. The following report presents the Food Act 2001 Inspection Fees Policy for consideration and re-endorsement.</p> <p><b>COMMITTEE RECOMMENDATION:</b></p> <ol style="list-style-type: none"> <li>1. The information is received.</li> <li>2. That the Food Act 2001 – Inspection Fees Policy as set out in Attachment 1 to this report (Governance and Compliance Committee 15/02/2021, Item No. 3.1.5) is endorsed.</li> </ol>

<p><b><u>Item No. 3.1.6</u></b>  <b>Review of Enforcement Policy</b></p>	<p><b>EXECUTIVE SUMMARY:</b>  This report presents the Enforcement Policy to Council for consideration and endorsement. The Policy has been reviewed by the Policy owner and no changes have been made.</p> <p><b>COMMITTEE RECOMMENDATION:</b></p> <ol style="list-style-type: none"> <li>1. The information is received.</li> <li>2. The Enforcement Policy as set out in Attachment 1 to this report (Governance and Compliance Committee 15/02/2021, Item 3.1.6) is endorsed.</li> </ol>
<p><b><u>Item No. 3.1.7</u></b>  <b>2021 National General Assembly of Local Government - Call for Motions and Attendance at Assembly</b></p>	<p><b>EXECUTIVE SUMMARY:</b>  The National General Assembly (NGA) of Local Government will take place in Canberra from 20 to 23 June 2021. Motions are being called for the NGA and close Friday 26 March 2021.</p> <p><b>COMMITTEE RECOMMENDATION:</b></p> <ol style="list-style-type: none"> <li>1. Council consider and determine if there are any issues that warrant a motion being submitted to the National General Assembly of Local Government being held in Canberra from 20 to 23 June 2021.</li> </ol>

**CO-ORDINATION**

Officer:

MG

Date:

18/02/2021





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## 5.4 Urban Services Committee: Recommendations for Council Ratification

**AUTHOR** Joy Rowett, Governance Coordinator, CEO and Governance

**APPROVING OFFICER** Chief Executive Officer

### EXECUTIVE SUMMARY

The Urban Services Committee met on 15 February 2021 to consider five (5) items on its Agenda. The Urban Services Committee agenda and reports were distributed to all Elected Members and made available to the public prior to the Committee meeting.

Five (5) recommendations of the Committee are provided in this report. The corresponding Executive Summary of each report to the Committee is also provided as a prompt.

The Council may wish to adopt the Committee recommendations by way of a single resolution, having given due consideration to each matter, OR, Elected Members may identify individual item/s to be withdrawn for separate discussion and resolution by Council.

A draft recommendation has been provided for each approach and is subject to the will of the Council meeting.

### RECOMMENDATION

That Council adopt the recommendations of the Urban Services Committee meeting on 15 February 2021, contained in the report to Council (Item No. 5.4 on the agenda for the Council meeting held on 22 February 2021), and listed below:

#### **4.0.1 Recommendations of the Asset Management Sub Committee meeting held on Monday 8 February 2021**

The information contained in the Asset Management Sub Committee of the meeting held on 8 February 2021 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 is received.
2. That the report due date for 'Motion on Notice: Streetscape Renewal Program' be brought forward from June 2021 to the revised date of April 2021.

##### **AMSC3 Playspace provision at Kingswood Crescent Reserve**

1. The report is received and noted.
2. That the development of a playground at Kingswood Crescent Reserve, Paralowie is to be considered as part of the expanded Playspace budget for consideration as part of the 2021/22 budget process.
3. That the renewal funding, identified in 2024/25 associated with the Lukin playspace, be transferred to be a part of the Kingswood Crescent playspace upgrade.
4. Consistent with other playspace upgrades/ renewal projects, consultation on the proposed works at Kingswood Reserve occur when design concepts have been prepared.

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#### **AMSC4 Gawler to North Haven Bike Path - Motorbike Restrictive Devices**

1. Council endorse modifications to the motorbike restrictor devices along shared-use paths in linear parks to make them more user friendly for the wider cycling fraternity, including a range of modified cycles for people with disabilities and parents cycling with bike trailers carrying children.
2. Administration prepare the 2022/23 budget bid for the City Wide Trails Program to provide an additional \$100,000 p.a. over the next five years to complete the modifications to existing restrictive devices.
3. Any new installations of motorbike restrictor devices be assessed on a site by site basis for future budget considerations.

#### **AMSC5 Summary of the 3 year Capital Program covering the Strategic Asset Management Plan and related policy initiatives**

1. That the information is received.

#### **AMSC-OB1 Camelot Drive, Paralowie Playspace**

1. That staff bring back a report with costings for the inclusion of Camelot Drive, Paralowie Playspace in the 2022/2023 budget process.
2. Staff prepare a budget bid for the 2021/22 budget to upgrade the basketball court to a full court and to expand the area of irrigation.

#### **4.0.2 Recommendations of the Tree Management Appeals Sub Committee meeting held on Monday 8 February 2021**

The information contained in the Tree Management Appeals Sub Committee of the meeting held on 8 February 2021 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

#### **TMASC2 Future Reports for the Tree Management Appeals Sub Committee**

1. The information is received.

#### **TMASC3 Terms of Reference Review - Tree Management Appeals Sub Committee**

1. The information is received.
2. The Terms of Reference for the Tree Management Appeals Sub Committee as contained in Attachment 2 to this report (TMASC 08/02/2021, Item No. TMASC3) is endorsed subject to the following amendments:
  - a) The deletion of the second dot point in paragraph 2.1 and replacing it with a new dot point to read –  
*‘give consideration to the Tree Management Policy and the Tree Removal Procedure of Council.’*
  - b) The deletion of the second dot point in paragraph 3.1.
  - c) The insertion of a new third to last dot point in paragraph 3.1 to read –  
*‘where a tree removal request has been refused and the applicant, aggrieved by the decision, requests a review of the decision by the TMAS, staff will prepare a report to TMAS’*

- 
3. The Tree Removal Procedure be amended to provide for requests from Elected Members.

**TMASC4 Customer Requests - Tree Management & Streetscape Renewal Program**

1. That consideration of this matter be referred to the next meeting of the Tree Management Appeals Sub Committee, to enable the redrafting of relevant standard correspondence for use in responding to tree management requests, taking into account the changes made to the Terms of Reference of the Sub Committee in its consideration of Item TMAS3 on the agenda for this meeting.
2. That staff provide a copy of the Review response letters to the Ward Councillors when distributed to residents.

**4.0.3 Future Reports for the Urban Services Committee .**

1. The information is received.

**4.1.1 Capital Works Report - January 2021**

1. Include a Traffic Plan for Salisbury Heights within PR22515 Transportation Planning Program under the existing funding available in lieu of seeking additional funding for this work.
2. Amend PR12000 Road Reseal Program 2020/21 Program as noted within this report, Urban Services Committee, Item 4.1.1, 15<sup>th</sup> February 2021, with no impact to the budget.

**4.1.2 Revocation of Community Land Classification - Prettejohn Gully, Para Hills**

1. The report is received and noted.
2. Pursuant to the provisions of Section 194(3) (b) of the Local Government Act 1999 and having complied with all the requirements, the City of Salisbury revoke the Community Land Classification over a portion Prettejohn Gully identified as allotment 827 in Deposited Plan 6755 and described in Certificate of Title Volume 5550 Folio 512 measuring approximately 459.7 square metres.
3. The portion of Prettejohn Gully identified as allotment 827 in Deposited Plan 6755 and described in Certificate of Title Volume 5550 Folio 512, as delineated in red on Attachment 1 to this report (Urban Services 15/02/2021 Item 4.1.2), Aerial View – Portion of Prettejohn Gully be revoked of the Community Land Classification, be removed from the City of Salisbury's Community Land Register and be declared as Road.
4. The Manager Property and Buildings is authorised to prepare all necessary documentation for rededicating a portion of Prettejohn Gully identified as allotment 827 in Deposited Plan 6755 described in Certificate of Title Volume 5550 Folio 512 as road.

OR

That Council adopt the recommendations of the Urban Services Committee meeting on 15 February 2021, contained in the report to Council (Item No. 5.4 on the agenda for the Council meeting held on 22 February 2021), and listed below, with the exception of Item(s):

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### and ###

which was/were withdrawn to be considered separately.  
(to be determined at meeting as necessary)

## ATTACHMENTS

There are no attachments to this report.

### 1. COMMITTEE RECOMMENDATIONS FOR COUNCIL RATIFICATION

<b>COMMITTEE AGENDA ITEM NO. and TITLE</b>	<b>EXECUTIVE SUMMARY AND COMMITTEE RECOMMENDATION TO COUNCIL</b>
<b><u>Item No. 4.0.1</u> Recommendations of the Asset Management Sub Committee meeting held on Monday 8 February 2021</b>	<p><b>EXECUTIVE SUMMARY:</b> The minutes and recommendations of the Asset Management Sub Committee meeting held on Monday 8 February 2021 are presented for Urban Services Committee's consideration.</p> <p><b>COMMITTEE RECOMMENDATION:</b> The information contained in the Tree Management Appeals Sub Committee of the meeting held on 8 February 2021 be received and noted with respect to the following recommendations contained therein to be adopted by Council:</p> <p><b>AMSC2 Future Reports for the Asset Management Sub Committee</b></p> <ol style="list-style-type: none"><li>1. The information is received.</li><li>2. That the report due date for 'Motion on Notice: Streetscape Renewal Program' be brought forward from June 2021 to the revised date of April 2021.</li></ol> <p><b>AMSC3 Playspace provision at Kingswood Crescent Reserve</b></p> <ol style="list-style-type: none"><li>1. The report is received and noted.</li><li>2. That the development of a playground at Kingswood Crescent Reserve, Paralowie is to be considered as part of the expanded Playspace budget for consideration as part of the 2021/22 budget process.</li><li>3. That the renewal funding, identified in 2024/25 associated with the Lukin playspace, be transferred to be a part of the Kingswood Crescent playspace upgrade.</li><li>4. Consistent with other playspace upgrades/ renewal projects, consultation on the proposed works at Kingswood Reserve occur when design concepts have been prepared.</li></ol>

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**AMSC4 Gawler to North Haven Bike Path - Motorbike Restrictive Devices**

1. Council endorse modifications to the motorbike restrictor devices along shared-use paths in linear parks to make them more user friendly for the wider cycling fraternity, including a range of modified cycles for people with disabilities and parents cycling with bike trailers carrying children.
2. Administration prepare the 2022/23 budget bid for the City Wide Trails Program to provide an additional \$100,000 p.a. over the next five years to complete the modifications to existing restrictive devices.
3. Any new installations of motorbike restrictor devices be assessed on a site by site basis for future budget considerations.

**AMSC5 Summary of the 3 year Capital Program covering the Strategic Asset Management Plan and related policy initiatives**

1. That the information is received.

**AMSC-OB1 Camelot Drive, Paralowie Playspace**

1. That staff bring back a report with costings for the inclusion of Camelot Drive, Paralowie Playspace in the 2022/2023 budget process.
2. Staff prepare a budget bid for the 2021/22 budget to upgrade the basketball court to a full court and to expand the area of irrigation.

**Item No. 4.0.2**

**Recommendations of the Tree Management Appeals Sub Committee meeting held on Monday 8 February 2021**

**EXECUTIVE SUMMARY:**

The minutes and recommendations of the Tree Management Appeals Sub Committee meeting held on Monday 8 February 2021 are presented for Urban Services Committee's consideration.

**COMMITTEE RECOMMENDATION:**

The information contained in the Tree Management Appeals Sub Committee of the meeting held on 8 February 2021 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

**TMASC2 Future Reports for the Tree Management Appeals Sub Committee**

1. The information is received.

**TMASC3 Terms of Reference Review - Tree Management Appeals Sub Committee**

1. The information is received.
2. The Terms of Reference for the Tree Management Appeals Sub Committee as contained in Attachment 2 to this report (TMASC 08/02/2021, Item No. TMASC3) is endorsed subject to the following amendments:

- a) The deletion of the second dot point in paragraph 2.1 and replacing it with a new dot point to read –  
‘give consideration to the Tree Management Policy and the Tree Removal Procedure of Council.’
- b) The deletion of the second dot point in paragraph 3.1.
- c) The insertion of a new 3rd to last dot point in paragraph 3.1 to read –  
‘where a tree removal request has been refused and the applicant, aggrieved by the decision, requests a review of the decision by the TMAS, staff will prepare a report to TMAS’

- 3. The Tree Removal Procedure be amended to provide for requests from Elected Members.

**TMASC4 Customer Requests - Tree Management & Streetscape Renewal Program**

- 1. That consideration of this matter be referred to the next meeting of the Tree Management Appeals Sub Committee, to enable the redrafting of relevant standard correspondence for use in responding to tree management requests, taking into account the changes made to the Terms of Reference of the Sub Committee in its consideration of Item TMAS3 on the agenda for this meeting.
- 2. That staff provide a copy of the Review response letters to the Ward Councillors when distributed to residents.

**Item No. 4.0.3**

**Future Reports for the Urban Services Committee**

**EXECUTIVE SUMMARY:**

This item details reports to be presented to the Urban Services Committee of Council as a result of a previous Council resolution. If reports have been deferred to a subsequent meeting, this will be indicated, along with a reason for the deferral.

**COMMITTEE RECOMMENDATION:**

- 1. The information is received.

**Item No. 4.1.1**

**Capital Works Report - January 2021**

**EXECUTIVE SUMMARY:**

This report provides a monthly status report on the City Infrastructure’s Capital Works Program and summarises requests for amendments to the existing budget.

**COMMITTEE RECOMMENDATION:**

- 1. Include a Traffic Plan for Salisbury Heights within PR22515 Transportation Planning Program under the existing funding available in lieu of seeking additional funding for this work.

- 
2. Amend PR12000 Road Reseal Program 2020/21 Program as noted within this report, Urban Services Committee, Item 4.1.1, 15th February 2021, with no impact to the budget.

**Item No. 4.1.2**

**Revocation of  
Community Land  
Classification -  
Prettejohn Gully, Para  
Hills.**

**EXECUTIVE SUMMARY:**

Having complied with all legislative requirements, consideration can now be given to the revocation of the Community Land Classification of a portion of Prettejohn Gully identified as allotment 827 in Deposited Plan 6755 and described in certificate of title Volume 5550 Folio 512 measuring approximately 459.7 square metres.

**COMMITTEE RECOMMENDATION:**

1. The report is received and noted.
2. Pursuant to the provisions of Section 194(3) (b) of the Local Government Act 1999 and having complied with all the requirements, the City of Salisbury revoke the Community Land Classification over a portion Prettejohn Gully identified as allotment 827 in Deposited Plan 6755 and described in Certificate of Title Volume 5550 Folio 512 measuring approximately 459.7 square metres.
3. The portion of Prettejohn Gully identified as allotment 827 in Deposited Plan 6755 and described in Certificate of Title Volume 5550 Folio 512, as delineated in red on Attachment 1 to this report (Urban Services 15/02/2021 Item 4.1.2), Aerial View – Portion of Prettejohn Gully be revoked of the Community Land Classification, be removed from the City of Salisbury’s Community Land Register and be declared as Road.
4. The Manager Property and Buildings is authorised to prepare all necessary documentation for rededicating a portion of Prettejohn Gully identified as allotment 827 in Deposited Plan 6755 described in Certificate of Title Volume 5550 Folio 512 as road.

**CO-ORDINATION**

Officer:

MG

Date:

18/02/2021





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## **5.5 Community Wellbeing and Sport Committee: Recommendations for Council Ratification**

**AUTHOR** Joy Rowett, Governance Coordinator, CEO and Governance

**APPROVING OFFICER** Chief Executive Officer

### **EXECUTIVE SUMMARY**

The Community Wellbeing and Sport Committee met on 16 February 2021 to consider four (4) items on its Agenda. The Community Wellbeing and Sport Committee agenda and reports were distributed to all Elected Members and made available to the public prior to the Committee meeting.

Four (4) recommendations of the Committee, including one (1) Other Business Item, requiring ratification of Council are provided in this report together with information regarding the one (1) decision for which the Committee has delegated authority.

The corresponding Executive Summary of each report to the Committee is also provided as a prompt.

The Council may wish to adopt the Committee recommendations by way of a single resolution, having given due consideration to each matter, OR, Elected Members may identify individual item/s to be withdrawn for separate discussion and resolution by Council.

A draft recommendation has been provided for each approach and is subject to the will of the Council meeting.

### **RECOMMENDATION**

That Council adopt the recommendations of the Community Wellbeing and Sport Committee meeting on 16 February 2021, contained in the report to Council (Item No. 5.5 on the agenda for the Council meeting held on 22 February 2021), and listed below:

#### **5.0.1 Future Reports for the Community Wellbeing and Sport Committee**

1. The information is received.

#### **5.0.2 Community Wellbeing & Sport Project Update Report**

1. Information be received.

#### **5.1.1 Community Grants Program Applications for February 2021**

1. The information is received and noted.

#### **CWS-OB1 Service Delivery Quarterly Reports**

1. That staff provide a quarterly report to the Community Wellbeing and Sport Committee which includes updates of service delivery for libraries, community centres and seniors' centres.

OR

That Council adopt the recommendations of the Community Wellbeing and Sport Committee meeting on 16 February 2021, contained in the report to Council (Item No. 5.5 on the agenda for the Council meeting held on 22 February 2021), and listed below, with the exception of Item(s): ### and ### which was/were withdrawn to be considered separately.

*(to be determined at meeting as necessary)*

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## ATTACHMENTS

There are no attachments to this report.

### 1. COMMITTEE RECOMMENDATIONS FOR COUNCIL RATIFICATION

<b>COMMITTEE AGENDA ITEM NO. and TITLE</b>	<b>EXECUTIVE SUMMARY AND COMMITTEE RECOMMENDATION TO COUNCIL</b>
<b><u>Item No. 5.0.1</u> Future Reports for the Community Wellbeing and Sport Committee</b>	<b>EXECUTIVE SUMMARY:</b> This item details reports to be presented to the Community Wellbeing and Sport Committee of Council as a result of a previous Council resolution. If reports have been deferred to a subsequent meeting, this will be indicated, along with a reason for the deferral. <b>COMMITTEE RECOMMENDATION:</b> 1. The information is received.
<b><u>Item No. 5.0.2</u> Community Wellbeing &amp; Sport Project Update Report</b>	<b>EXECUTIVE SUMMARY:</b> This report provides an update on major projects and initiatives underway in relation to community wellbeing and sport. <b>COMMITTEE RECOMMENDATION:</b> 1. Information be received.
<b><u>Item No. 5.1.1</u> Community Grants Program Applications for February 2021</b>	<b>EXECUTIVE SUMMARY:</b> This report outlines the Community Grants Program Applications submitted for the February 2021 round. One application is submitted for consideration by the Community Wellbeing and Sport Committee. <b>COMMITTEE RECOMMENDATION:</b> 1. The information is received and noted.
<b><u>Item No. CWS-OB1</u> Service Delivery Quarterly Reports</b>	<b>COMMITTEE RECOMMENDATION:</b> 1. That staff provide a quarterly report to the Community Wellbeing and Sport Committee which includes updates of service delivery for libraries, community centres and seniors' centres.

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**2. COMMITTEE DECISIONS MADE UNDER DELEGATED AUTHORITY -  
FOR COUNCIL INFORMATION**

<p><b><u>Item No. 5.1.2</u></b> <b>26/2020: Pooraka Football Club Inc. - Community Grants Program Application</b></p>	<p><b>EXECUTIVE SUMMARY:</b> The Pooraka Football Club Inc. Application is submitted to the Community Wellbeing and Sport Committee for consideration.</p> <p><b>COMMITTEE RECOMMENDATION:</b></p> <ol style="list-style-type: none"><li>1. In accordance with delegated powers set out in the endorsed Terms of Reference, the Community Wellbeing and Sport Committee assessed and allocated funding for the February 2021 round of Community Grants as follows:<ol style="list-style-type: none"><li>a. Grant No. 26/2020: Pooraka Football Club Inc. be awarded the amount of <b>\$2,000.00</b> to assist with the purchase of a <b>defibrillator and cabinet</b> as outlined in the Community Grant Application.</li></ol></li></ol>
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**CO-ORDINATION**

Officer: MG  
Date: 18/02/2021



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## **5.6 Innovation and Business Development: Recommendations for Council Ratification**

**AUTHOR** Joy Rowett, Governance Coordinator, CEO and Governance

**APPROVING OFFICER** Chief Executive Officer

### **EXECUTIVE SUMMARY**

The Innovation and Business Development Committee met on 16 February 2021 to consider six (6) items on its Agenda. The Innovation and Business Development Committee agenda and reports were distributed to all Elected Members and made available to the public prior to the Committee meeting.

Five (5) recommendations of the Committee are provided in this report. Two (2) recommendations arising from the one (1) item from a Sub Committee, presented to the Committee in confidence, form part of Council's Confidential Agenda.

The corresponding Executive Summary of each report to the Committee is also provided as a prompt.

The Council may wish to adopt the Committee recommendations by way of a single resolution, having given due consideration to each matter, OR, Elected Members may identify individual item/s to be withdrawn for separate discussion and resolution by Council.

A draft recommendation has been provided for each approach and is subject to the will of the Council meeting.

### **RECOMMENDATION**

That Council adopt the recommendations of the Innovation and Business Development Committee meeting on 16 February 2021, contained in the report to Council (Item No. 5.6 on the agenda for the Council meeting held on 22 February 2021), and listed below:

#### **6.0.1 Future Reports for the Innovation and Business Development Committee**

1. The information is received.

#### **6.1.1 Salisbury Plays - Renaming**

1. The Salisbury Plays event is renamed to:
  - a. Salisbury Community Fun Day
2. The location of the event is added to the above name of the event to recognise the location.

#### **6.1.2 Recommendations of the Strategic Property Development Sub Committee meeting held on Monday 8 February 2021**

The information contained in the Strategic Property Development Sub Committee of the meeting held on 8 February 2021 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

##### **SPDSC1 Future Reports for the Strategic Property Development Sub Committee**

1. The information be received.

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**SPDSC3 Walkleys Road Corridor – Stage 1 Community Engagement Outcome**

1. The Walkleys Road Corridor Engagement Report as provided in Attachment 1 to this report (SPDSC – 08/02/2021, Item No. SPDSC3) are noted.

**6.2.1 Community Requests - Response Dashboard**

1. The information is received.

**6.2.2 Major Renewal Works at Parafield Airport Wetlands**

1. The information is received.

OR

That Council adopt the recommendations of the Innovation and Business Development Committee meeting on 16 February 2021, contained in the report to Council (Item No. 5.6 on the agenda for the Council meeting held on 22 February 2021), and listed below, with the exception of Item(s):

### and ###

which was/were withdrawn to be considered separately.

*(to be determined at meeting as necessary)*

**ATTACHMENTS**

There are no attachments to this report.

**1. COMMITTEE RECOMMENDATIONS FOR COUNCIL RATIFICATION**

<p><b>COMMITTEE AGENDA ITEM NO. and TITLE</b></p>	<p><b>EXECUTIVE SUMMARY AND COMMITTEE RECOMMENDATION TO COUNCIL</b></p>
<p><b><u>Item No. 6.0.1</u></b> <b>Future Reports for the Innovation and Business Development Committee</b></p>	<p><b>EXECUTIVE SUMMARY:</b> This item details reports to be presented to the Innovation and Business Development Committee of Council as a result of a previous Council resolution. If reports have been deferred to a subsequent meeting, this will be indicated, along with a reason for the deferral.</p> <p><b>COMMITTEE RECOMMENDATION:</b> 1. The information is received.</p>
<p><b><u>Item No. 6.1.1</u></b> <b>Salisbury Plays - Renaming</b></p>	<p><b>EXECUTIVE SUMMARY:</b> It was resolved by Council that the naming of future Salisbury Plays events be the subject of discussion at an Informal Strategy session as it was felt that was some ambiguity surrounding the current name.</p> <p>This Informal Strategy session was held on Monday 1 February, 2021 where potential names were discussed and suggestions made.</p> <p>This report captures those suggestions for consideration by the Innovation and Business Development Committee and recommend to Council on a new name for future events.</p> <p><b>COMMITTEE RECOMMENDATION:</b> 1. The Salisbury Plays event is renamed to: a. Salisbury Community Fun Day 2. The location of the event is added to the above name of the event to recognise the location.</p>
<p><b><u>Item No. 6.1.2</u></b> <b>Recommendations of the Strategic Property Development Sub Committee meeting held on Monday 8 February 2021</b></p>	<p><b>EXECUTIVE SUMMARY:</b> The minutes and recommendations of the Strategic Property Development Sub Committee meeting held on Monday 8 February 2021 are presented for Urban Services Committee's consideration.</p> <p><b>COMMITTEE RECOMMENDATION:</b> 1. The information contained in the Strategic Property Development Sub Committee of the meeting held on 8 February 2021 be received and noted with respect to the following recommendations contained therein to be adopted by Council: <b>SPDSC1 Future Reports for the Strategic Property Development Sub Committee</b> 1. The information be received.</p>

	<p><b>SPDSC3 Walkleys Road Corridor – Stage 1 Community Engagement Outcome</b></p> <p>1. The Walkleys Road Corridor Engagement Report as provided in Attachment 1 to this report (SPDSC – 08/02/2021, Item No. SPDSC3) are noted.</p>
<p><b><u>Item No. 6.2.1</u></b> <b>Community Requests - Response Dashboard</b></p>	<p><b>EXECUTIVE SUMMARY:</b> As per Council resolution a monthly report on the Community Requests - Response Dashboard is provided for information.</p> <p><b>COMMITTEE RECOMMENDATION:</b> 1. The information is received.</p>
<p><b><u>Item No. 6.2.2</u></b> <b>Major Renewal Works at Parafield Airport Wetlands</b></p>	<p><b>EXECUTIVE SUMMARY:</b> The Parafield Wetlands storm water harvesting scheme is 20 years old. The scheme is a key input to the Salisbury Water network, supplying 25% of total recycled water supply across the City. Substantial renewal work that had been budgeted for 2021/22 is required to be brought forward to this financial year.</p> <p><b>COMMITTEE RECOMMENDATION:</b> 1. The information is received.</p>

**CO-ORDINATION**

Officer: MG  
Date: 18/02/2021



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## **5.7 Audit Committee: Recommendations for Council Ratification**

**AUTHOR** Joy Rowett, Governance Coordinator, CEO and Governance

**APPROVING OFFICER** Chief Executive Officer

### **EXECUTIVE SUMMARY**

The Audit Committee met on 9 February 2021 to consider nine (9) items on its Agenda. The Audit Committee agenda and reports were distributed to all Elected Members and made available to the public prior to the Committee meeting.

Eight (8) recommendations of the Committee requiring ratification of Council are provided in this report. One (1) recommendation, presented to the Committee in confidence, forms part of Council's Confidential Agenda.

The corresponding Executive Summary of each report to the Committee is also provided as a prompt.

The Council may wish to adopt the Committee recommendations by way of a single resolution, having given due consideration to each matter, OR, Elected Members may identify individual item/s to be withdrawn for separate discussion and resolution by Council.

A draft recommendation has been provided for each approach and is subject to the will of the Council meeting.

### **RECOMMENDATION**

That Council adopt the recommendations of the Audit Committee meeting on 9 February 2021, contained in the report to Council (Item No. 5.7 on the agenda for the Council meeting held on 22 February 2021), and listed below:

#### **7.0.1 Actions List**

1. The information is noted.

#### **7.0.2 Future Reports for the Audit Committee**

1. The information is received.

#### **7.1.1 Update on Internal Audit Plan**

1. That the updates made to the 2021 - 2023 Internal Audit Plan as set out in Attachment 1 to this report (Item 7.1.1, Audit Committee, 09/02/2021) and the accompanying high level indicative scope for pending audits as set out in Attachment 2 (Item 7.1.1, Audit Committee, 09/02/2021) are endorsed.

#### **7.1.2 Trade Card Review**

1. That the final audit report for the Trade Card / Trading Account audit as set out in Attachment 1 to this report (Audit Committee 09/02/2021, Item No.7.1.2) is noted and that the responses of the Administration to the Trade Card / Trading Account Audit Report contained therein is endorsed.

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### **7.1.3 Legislative Compliance Audit – Final Report**

1. That the final audit report for the Legislative Compliance audit as set out in Attachment 1 to this report (Audit Committee 09/02/2021, Item No.7.1.3) is noted and that the responses of the Administration to the Legislative Compliance Audit Report contained therein is endorsed.

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

1. The information is received.
2. The Update on Risk Management and Internal Controls Activities for 2020/2021, as set out in Attachment 1 to this report (Audit Committee 9/02/2021, Item No. 7.1.4) is endorsed.
3. Council notes the update on outstanding actions from completed Internal Audits, as set out in Attachment 3 to this report (Audit Committee 9/02/2021, Item No. 7.1.4).

### **7.1.5 Draft Fraud and Corruption Prevention and Management Policy**

1. The Audit Committee supports the Fraud and Corruption Prevention and Management Policy as drafted and set out in Attachment 2 to this report (Audit Committee, 09/02/2021, Item No. 7.1.5) with recognition of the Audit Committee comments being incorporated for further consideration of the Governance and Compliance Committee in February 2021.

### **7.1.6 Audit Committee Performance Self Assessment**

1. The self-assessment survey questions, as set out in Attachment 1 to this report (Audit Committee, 09/02/2021, Item No. 7.1.6) be issued to members of the Audit Committee for completion following the February 2021 Council meeting, with results to be collated and presented at the next Audit Committee meeting.

OR

That Council adopt the recommendations of the Audit Committee meeting on 9 February 2021, contained in the report to Council (Item No. 5.7 on the agenda for the Council meeting held on 22 February 2021), and listed below, with the exception of Item(s):

### and ###

which was/were withdrawn to be considered separately.

*(to be determined at meeting as necessary)*

## **ATTACHMENTS**

There are no attachments to this report.

**1. COMMITTEE RECOMMENDATIONS FOR COUNCIL RATIFICATION**

<b>COMMITTEE AGENDA ITEM NO. and TITLE</b>	<b>EXECUTIVE SUMMARY AND COMMITTEE RECOMMENDATION TO COUNCIL</b>
<p><b><u>Item No. 7.0.1</u></b> <b>Actions List</b></p>	<p><b>EXECUTIVE SUMMARY:</b> An action list has been developed to capture any actions arising out of the City of Salisbury Audit Committee meetings. These actions do not replace the minutes from the Audit Committee, or the recommendations of the Committee that were submitted to Council for endorsement. They are included in this report as an aid to the Audit Committee.</p> <p><b>COMMITTEE RECOMMENDATION:</b> 1. The information is noted.</p>
<p><b><u>Item No. 7.0.2</u></b> <b>Future Reports for the Audit Committee</b></p>	<p><b>EXECUTIVE SUMMARY:</b> This item details reports to be presented to the Audit Committee of Council as a result of a previous Council resolution. If reports have been deferred to a subsequent meeting, this will be indicated, along with a reason for the deferral.</p> <p><b>COMMITTEE RECOMMENDATION:</b> 1. The information is received.</p>
<p><b><u>Item No. 7.1.1</u></b> <b>Update on Internal Audit Plan</b></p>	<p><b>EXECUTIVE SUMMARY:</b> The purpose of this report is to inform the Audit Committee of the Internal Audit Plan, and to highlight any changes made to it since it was last presented to the Audit Committee in November 2020.</p> <p><b>COMMITTEE RECOMMENDATION:</b> 1. That the updates made to the 2021 - 2023 Internal Audit Plan as set out in Attachment 1 to this report (Item 7.1.1, Audit Committee, 09/02/2021) and the accompanying high level indicative scope for pending audits as set out in Attachment 2 (Item 7.1.1, Audit Committee, 09/02/2021) are endorsed.</p>
<p><b><u>Item No. 7.1.2</u></b> <b>Trade Card Review</b></p>	<p><b>EXECUTIVE SUMMARY:</b> The City of Salisbury’s Internal Auditor &amp; Risk Coordinator has performed a trade card / trading account audit in October 2020 as an adhoc review, covering the trading account held with Bunnings and Dulux. Three (3) medium risk rated findings for improvement were identified, relating to financial delegations, trade card / trading account usage review, and ID verification of buyers at the point of goods dispatch for Dulux.</p> <p><b>COMMITTEE RECOMMENDATION:</b> 1. That the final audit report for the Trade Card / Trading Account audit as set out in Attachment 1 to this report (Audit Committee 09/02/2021, Item No.7.1.2) is noted and that the responses of the Administration to the Trade Card / Trading Account Audit Report contained therein is endorsed.</p>

**Item No. 7.1.3****Legislative  
Compliance  
Audit – Final  
Report****EXECUTIVE SUMMARY:**

The City of Salisbury’s Internal Auditor & Risk Coordinator has performed a legislative compliance audit in January 2021, covering key legislations agreed with Administration.

Six (6) medium risk rated findings and three (3) low risk rated findings were identified. The findings are summarized as follows:

<b>Finding</b>	<b>Nature of Finding</b>	<b>Risk Level</b>
1. Tree Management Appeals Sub-Committee Reporting to Council	Partial Compliance	Low
2. Council & Committee Agenda & Notice Deadline	Partial Compliance	Medium
3. Annual Review of Confidential Orders	Partial Compliance	Medium
4. Council Resolution for Prescribed Officers	Non Compliance	Medium
5. Register of Public Roads	Partial Compliance	Medium
6. Submitting Subsidiary Audited Financial Statements to Council	Non Compliance	Medium
7. Annual Review of Code of Practice for Meeting Procedures	Non Compliance	Low
8. Legislative Compliance Monitoring System	Operational Management	Medium
9. Policies and Procedures	Operational Management	Low

**COMMITTEE RECOMMENDATION:**

1. That the final audit report for the Legislative Compliance audit as set out in Attachment 1 to this report (Audit Committee 09/02/2021, Item No.7.1.3) is noted and that the responses of the Administration to the Legislative Compliance Audit Report contained therein is endorsed.

**Item No. 7.1.4****Risk  
Management  
and Internal  
Controls  
Activities****EXECUTIVE SUMMARY:**

This report provides an update on the risk management and internal controls activities conducted in the 2020/2021 financial year. The report also includes an update on the outstanding actions from internal audits.

**COMMITTEE RECOMMENDATION:**

1. The information is received.
2. The Update on Risk Management and Internal Controls Activities for 2020/2021, as set out in Attachment 1 to this report (Audit Committee 9/02/2021, Item No. 7.1.4) is endorsed.
3. Council notes the update on outstanding actions from completed Internal Audits, as set out in Attachment 3 to this report (Audit Committee 9/02/2021, Item No. 7.1.4).

<p><b><u>Item No. 7.1.5</u></b>  <b>Draft Fraud and Corruption Prevention and Management Policy</b></p>	<p><b>EXECUTIVE SUMMARY:</b>  The review of the Fraud and Corruption Prevention Strategy is an action on the Risk Management and Internal Controls Activities annual plan for the Audit Committee 2020/2021. The Fraud and Corruption Prevention Policy has been reviewed and is presented to the Audit Committee for endorsement and presentation to the Governance and Compliance Committee.</p> <p><b>COMMITTEE RECOMMENDATION:</b></p> <ol style="list-style-type: none"> <li>The Audit Committee supports the Fraud and Corruption Prevention and Management Policy as drafted and set out in Attachment 2 to this report (Audit Committee, 09/02/2021, Item No. 7.1.5) with recognition of the Audit Committee comments being incorporated for further consideration of the Governance and Compliance Committee in February 2021.</li> </ol>
<p><b><u>Item No. 7.1.6</u></b>  <b>Audit Committee Performance Self Assessment</b></p>	<p><b>EXECUTIVE SUMMARY:</b>  Best practice indicates that the performance of the Audit Committee should be reviewed on a regular basis. One method of doing this is through a self-assessment process. This report outlines the proposed methodology for self-assessment of the Audit Committee and seeks endorsement for the conduct of the assessment following the February 2021 Council meeting.</p> <p><b>COMMITTEE RECOMMENDATION:</b></p> <ol style="list-style-type: none"> <li>The self-assessment survey questions, as set out in Attachment 1 to this report (Audit Committee, 09/02/2021, Item No. 7.1.6) be issued to members of the Audit Committee for completion following the February 2021 Council meeting, with results to be collated and presented at the next Audit Committee meeting.</li> </ol>

**CO-ORDINATION**

Officer: MG  
Date: 18/02/2021

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**5.8 Council Assessment Panel**

Minutes from the Council Assessment Panel meeting held on 27 January 2021 to be noted by Council.

**5.9 CEO Review Committee – Recommendations for Council Ratification**

*No CEO Review Committee meeting was held in January 2021*

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**ITEM 6: GENERAL BUSINESS REPORTS**

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*There are no General Business reports.*

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**ITEM 7: MOTIONS ON NOTICE**

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**7.1 Motion on Notice: Clayson Road Speed Increase**

*Cr Maria Blackmore has submitted the following Motion on Notice:*

1. That a report be provided advising Council on the merits of increasing the speed limit along Clayson Road from 50km/h to 60 km/h and the process required to achieve that aim.

**Administrative Comment:**

If this Notice of Motion is passed, staff will investigate the speed limit change along Clayson Road from 50km/h to 60 km/h and provide a report to the Urban Services Committee.

**Co-ordination**

Officer:	GMCI	MG
Date:	18/02/2021	18/02/2021

**7.2 Motion on Notice: Deloitte Jobs and Investment, Economic Growth Agenda**

*Cr Natasha Henningsen has submitted the following Motion on Notice:*

1. That a report be provided to the Policy and Planning Committee at the April 2021 meeting regarding Council's economic growth agenda, including economic development, facilitation of job creation, progression of the Deloitte report recommendations and other opportunities, as a review of Council's approach to economic growth is listed as a critical action in Council's City Plan.

**Administration Comment:**

The economic environment in Salisbury has been subject to significant external shocks over the past few years with the closure of GM Holden and associated supply chain followed by the impact of Covid-19 on matters such as supply chains, market access and social distancing. Our unemployment rate has increased to nearly 10%. On a more positive note, Covid has highlighted the importance of local existing businesses and on-shoring of manufacturing.

Over the same period there have been a range of positive occurrences which provide a strong foundation for future investment and jobs growth such as the opening of the Northern Connector, defence spending, private sector investment into Technology Park, strong demand for industrial land and a good

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rate of new businesses starting up. Information about matters such as these is provided to Elected Members via quarterly economic update reports.

Deloitte identified a range of opportunities to increase jobs and, importantly, connect residents to those jobs. In broad terms these related to:

- building on Salisbury's infrastructure, research and existing industrial assets as well as long term planning for the land west of Port Wakefield Road;
- putting in place programs that address barriers to workforce participation, improving connections between industry and education; and fostering a culture of entrepreneurship;
- strengthening connectivity including digital infrastructure, expanding the Technology Park eco-system and last mile transport improvements; and
- shaping places and perceptions about Salisbury by communicating positive experiences and success stories.

A number of actions relating to these themes were incorporated into the current City Plan. Some of the actions identified by Deloitte are Council's responsibility to progress should it choose to, whereas others lie with the private sector or state government.

Council takes a broad-based approach to support business activity including a facilitative approach to planning and development assessment, integrating economic considerations into precinct planning such as the land west of Port Wakefield Road, stimulating activity in the Salisbury City Centre, encouraging people to shop locally, providing direct advisory services to assist existing businesses to grow and support people to start new businesses, attracting new firms into our area and working with government to realise the potential of precincts such as Technology Park and Edinburgh Parks. In the first half of the 2020-21 financial year, 25 firms were assisted with inward investment inquiries and staff are currently working with 15 firms on proposals to relocate into Salisbury as well as seven Salisbury-based firms on expansion opportunities. Through the Polaris Business and Innovation Centre advice and information was provided to 507 unique businesses including approximately 100 start up or early stage business inquiries.

### **Co-Ordination**

Officer:

Date:



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**ITEM 8: MAYOR'S DIARY**

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**Recommendation**

1. That this information be noted.

<b>Date</b>	<b>Time</b>	<b>Function</b>
22/01/2021	07:00 PM	The heart center achromatic of healing function
23/01/2021	10:15 AM	Save St Kilda Mangroves Alliance launch
25/01/2021	02:30 PM	Signing doc speech
25/01/2021	03:30 PM	Australia Day Walk Through
25/01/2021	04:00 PM	OFFICE TIME - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
25/01/2021	04:30 PM	Pre Council Meeting Briefing
25/01/2021	06:30 PM	Council Meeting
26/01/2021	07:15 AM	Radio Interview ABC Ally Clarke
26/01/2021	08:00 AM	City of Salisbury's Australia Day Celebrations
27/01/2021	09:30 AM	Bridgestone Media
28/01/2021	10:00 AM	Meeting with resident
28/01/2021	11:00 AM	White Ribbon Photo Shoot for Aware magazine
28/01/2021	01:00 PM	Restaurant pre-opening
30/01/2021	10:00 AM	Opening new restaurant in Parafield Gardens
31/01/2021	04:00 PM	Pre record fishing show re Mangrove trails
1/02/2021	01:00 PM	Mayor to sign documents as JP
1/02/2021	01:30 PM	Fringe Invitation List
1/02/2021	02:00 PM	Private Citizenship Ceremony
1/02/2021	02:30 PM	Meeting with local business owner
1/02/2021	04:00 PM	OFFICE TIME - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
1/02/2021	06:30 PM	Informal Strategy
2/02/2021	11:30 AM	Mangrove meeting at Parliament House
3/02/2021	06:00 PM	Celebrating birthday for resident
4/02/2021	06:00 PM	The pledge wetlands group Hub tour and meeting
5/02/2021	02:00 PM	Coffee Catch up with Blair Boyer MP
7/02/2021	10:30 AM	Unveiling of the Vietnamese Boat People Monument
8/02/2021	10:00 AM	GAROC Committee Meeting - 8 February 2021
8/02/2021	03:30 PM	Bridgestone Opening run through
8/02/2021	04:00 PM	OFFICE TIME - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
8/02/2021	04:00 PM	Briefing for Mayor re resident concern
8/02/2021	05:00 PM	Little Para Golf Course Briefing
8/02/2021	06:00 PM	St Kilda Mangroves - Update Briefing
8/02/2021	06:30 PM	Strategic Property Development SC
8/02/2021	06:30 PM	Tree Management Appeals SC
8/02/2021	06:30 PM	Asset Management Sub Committee

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8/02/2021	09:00 PM	Radio - Peter Goers
9/02/2021	04:00 PM	Site Meeting with resident to discuss the concerns with the significant tree
10/02/2021	01:00 PM	Regular meeting Mayor/CEO/EA
10/02/2021	02:30 PM	Private Citizenship Ceremony
10/02/2021	03:00 PM	Green Adelaide Board meeting with Salisbury Mayor and CEO
10/02/2021	04:00 PM	Regular Catchup to Discuss Current/Upcoming Planning/Building Issues
12/02/2021	09:00 AM	Check problems with resident's garden
13/02/2021	11:00 AM	FOR YOUR INFORMATION - Saturday Sessions
13/02/2021	06:30 PM	Dinner with Councillors
15/02/2021	10:00 AM	GAROC Annual Business Plan Consultation Session - 15 February 2021
15/02/2021	03:00 PM	Meeting with Resident
15/02/2021	04:00 PM	OFFICE TIME - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
15/02/2021	05:00 PM	Meeting with Conservation SA re Mangroves
15/02/2021	06:30 PM	Committee Meetings
16/02/2021	10:00 AM	Radio Show
16/02/2021	12:30 PM	Mayor's Video Message (Recording)
16/02/2021	12 Noon	Media Issues - Regular Catch-up
17/02/2021	08:30 AM	SBA Board Meeting - Agenda attached
17/02/2021	02:30 PM	Regular meeting Mayor/CEO/EA
17/02/2021	2.00 PM	Briefing from staff re resident concern

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**ITEM 9: ELECTED MEMBER REPRESENTATION ACTIVITIES**

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**ITEM 10: QUESTIONS WITHOUT NOTICE**

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**ITEM 11: QUESTIONS ON NOTICE**

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*There are no Questions on Notice.*

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

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**ITEM 13: CONFIDENTIAL ITEMS**

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**13.1 Finance and Corporate Services Committee - Confidential Recommendation for Council Ratification - Update on Action on Rates Assessment Outstanding under Section 184 of the Local Government Act 1999**

**Recommendation**

1. Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:
  1. Pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:
    - it relates to information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).
    - 2. In weighing up the factors related to disclosure,
      - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations
      - Non disclosure of this matter at this time will protect financial and personal information in relation to personal circumstances.
  2. On that basis the public's interest is best served by not disclosing the **Finance and Corporate Services Committee - Confidential Recommendation for Council Ratification - Update on Action on Rates Assessment 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.

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**13.2 Finance and Corporate Services Committee - Confidential Recommendation for Council Ratification - Joint Use Animal Pound - Project Update and Budget Review**

**Recommendation**

1. Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:
  1. Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:
    - it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
    - information the disclosure of which would, on balance, be contrary to the public interest.
  2. In weighing up the factors related to disclosure,
    - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations
    - The report contains information relating to cost estimates that should not be revealed to the market before conclusion of the tender process as this may jeopardise the commercial position of the Council.
2. On that basis the public's interest is best served by not disclosing the **Finance and Corporate Services Committee - Confidential Recommendation for Council Ratification - Joint Use Animal Pound - Project Update and Budget Review** item and discussion at this point in time.
3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.

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**13.3 Innovation and Business Development Committee - Confidential  
Recommendation for Council Ratification - Strategic Development Projects -  
Project Status Report**

**Recommendation**

1. Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:
  1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
    - *it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
    - *information the disclosure of which would, on balance, be contrary to the public interest.*
  2. *In weighing up the factors related to disclosure,*
    - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
    - *Non disclosure of this report at this time will protect Council's commercial position as public disclosure may provide third parties with a commercial advantage.*
2. *On that basis the public's interest is best served by not disclosing the **Innovation and Business Development Committee - Confidential Recommendation for Council Ratification - Strategic Development Projects - Project Status Report** item and discussion at this point in time.*
3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

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**13.4 Innovation and Business Development Committee - Confidential  
Recommendation for Council Ratification - Strategic Land Review - Bi-  
Annual Update Report**

**Recommendation**

1. Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:
  1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
    - *it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
    - *information the disclosure of which would, on balance, be contrary to the public interest.*
  2. *In weighing up the factors related to disclosure,*
    - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
    - *Non disclosure of this report at this time will protect Council's commercial position as public disclosure may provide third parties with a commercial advantage.*
2. *On that basis the public's interest is best served by not disclosing the **Innovation and Business Development Committee - Confidential Recommendation for Council Ratification - Strategic Land Review - Bi-Annual Update Report** item and discussion at this point in time.*
3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

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**13.5 Audit Committee - Confidential Recommendation for Council Ratification**  
**Recommendation**

1. Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:
  1. Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:
    - it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
    - information the disclosure of which would, on balance, be contrary to the public interest.
  2. In weighing up the factors related to disclosure,
    - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations
    - Non-disclosure of the matter and discussion of this item in confidence would protect council's commercial position regarding confidential information provided to council in relation to the acquisition of external audit services.
2. On that basis the public's interest is best served by not disclosing the **Audit Committee - Confidential Recommendation 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.