



AGENDA

FOR POLICY AND PLANNING COMMITTEE MEETING TO BE HELD ON

16 AUGUST 2021 AT 6:30 PM

**IN THE LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,
34 CHURCH STREET, SALISBURY**

MEMBERS

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

REQUIRED STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager City Infrastructure, Mr J Devine
General Manager Community Development, Ms A Pokoney Cramey
Manager Governance, Mr R Deco
Governance Support Officer, Ms K Boyd

APOLOGIES

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Policy and Planning Committee Meeting held on 19 July 2021.

REPORTS

Administration

- 1.0.1 Presentation - Professor Chris Daniels, Chair of Green Adelaide and Mr Brenton Gear, Director Green Adelaide will address the Committee on Green Adelaide initiatives and National Parks City.
- 1.0.2 Future Reports for the Policy and Planning Committee..... 5

For Decision

- 1.1.1 Recommendations of the Youth Council Sub Committee meeting held on Tuesday 10 August 2021 9
- 1.1.2 Recommendations of the Intercultural Strategy and Partnerships Sub Committee meeting held on Monday 9 August 2021..... 23
- 1.1.3 Privately Funded Planning and Design Code Amendment Policy..... 27
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OTHER BUSINESS

CLOSE



**MINUTES OF POLICY AND PLANNING COMMITTEE MEETING HELD IN THE
LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,
34 CHURCH STREET, SALISBURY ON**

19 JULY 2021

MEMBERS PRESENT

Cr C Buchanan (Chair)
Cr L Braun
Cr B Brug
Cr A Duncan
Cr K Grenfell
Cr N Henningsen (*via Teams VC*)
Cr D Hood
Cr D Proleta
Cr S Ouk
Cr G Reynolds
Cr J Woodman

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager City Development, Mr T Sutcliffe
Manager Property and Buildings, Ms K Pepe
Manager Governance, Mr R Deco
Governance Coordinator, Ms J Rowett
Governance Support Officer, Ms K Boyd

The meeting commenced at 6.36 pm.

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

APOLOGIES

Apologies were received from Mayor G Aldridge, Cr M Blackmore, Cr P Jensen and Cr S Reardon.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr G Reynolds

Seconded Cr D Hood

The Minutes of the Policy and Planning Committee Meeting held on 21 June 2021, be taken as read and confirmed.

CARRIED

Moved Cr K Grenfell

Seconded Cr L Braun

The Minutes of the Confidential Policy and Planning Committee Meeting held on 21 June 2021, be taken as read and confirmed.

CARRIED

REPORTS

Administration

1.0.1 Future Reports for the Policy and Planning Committee

Moved Cr J Woodman

Seconded Cr G Reynolds

1. The information be received.

CARRIED

For Decision

1.1.1 Places of Worship Submission

Moved Cr C Buchanan

Seconded Cr J Woodman

1. That the draft submission to the State Government and LGA be noted.
2. That the Mayor, Chairman of Policy and Planning Committee, and Senior Staff meet with GAROC members to discuss the issues highlighted in the draft submission and a decision on making a submission, and the content of a submission, be determined by Council following that meeting.

CARRIED

OTHER BUSINESS

Nil

The meeting closed at 6.50 pm.

CHAIR.....

DATE.....

ITEM 1.0.2**POLICY AND PLANNING COMMITTEE****DATE** 16 August 2021**HEADING** Future Reports for the Policy and Planning Committee**AUTHOR** Michelle Woods, Projects Officer Governance, CEO and Governance**CITY PLAN LINKS** 4.2 We deliver quality outcomes that meet the needs of our community**SUMMARY** This item details reports to be presented to the Policy and Planning Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.**RECOMMENDATION**That Council:

1. Receives and notes the information.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

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

2. CONSULTATION / COMMUNICATION**2.1 Internal**

- 2.1.1 Report authors and General Managers.

2.2 External

- 2.2.1 Nil.

3. REPORT

- 3.1 The table below outlines the reports to be presented to the Policy and Planning Committee as a result of a Council resolution.

Meeting Item	Heading and Resolution	Officer
28/05/2018 1.2.1	Cities Power Partnership Program 1. That Council re-consider becoming a partner of the Cities Power Partnership program once the City of Salisbury's Energy Management Plan has been finalised and endorsed during 2018/19.	Dameon Roy

Due:	September 2021	
23/03/2020 AC-OB1	Strategic Review 1. That a strategic review of the project management and contract management regarding the Salisbury Community Hub be performed.	Terry Sutcliffe
Due:	August 2021	
Deferred to:	September 2021	
Reason:	Continued delays in relation to final contractor works and, as a consequence, contract close out.	
23/03/2020 1.0.2- TVSC2	Promotion of Salisbury Community Hub and Council Area 2. The Tourism and Visitor Sub Committee support the proposed strategy as set out in this report (Item TVSC2, Tourism and Visitor Sub Committee, 10/03/2020), with a review to be conducted of the strategy by June 2021.	Julie Kushnir
Due:	September 2021	
28/09/2020 1.1.1	Street Libraries 1. The Community led option for Street Libraries, as detailed in Paragraph 4.1 of this report (Policy and Planning Committee, 21 September 2020 Item No. 1.1.1) be endorsed and be re-evaluated in 12 months' time.	Natalie Cooper
Due:	October 2021	
26/10/2020 6.0.2- IBDSC6	Community Bus to Service Western Suburbs 6. That a report be brought back at the conclusion of the trial, analysing the success or otherwise of the trial, including; – the uptake of the service overall – which stops are used the most/least – customer and staff feedback.	Julie Douglas
Due:	June 2022	
21/12/2020 1.1.2	Summary of the City of Salisbury Tourism & Visitor Strategy, 2016-2021 c) That following the workshops, a report be prepared that summarises the session, outcomes of consultation and advises Council on a draft 2021 and beyond draft visitation strategy.	Julie Kushnir
Due:	October 2021	
21/12/2020 4.1.3	Lindblom Park & Thomas More College Improvements 3. The working party to provide a recommendation to the Policy and Planning Committee by October 2021.	John Devine
Due:	October 2021	
27/04/2021 1.1.3	Thematic Heritage Framework Study 2. Staff undertake a preliminary Identification Survey of the Council area using the Salisbury Thematic Heritage Framework, and report back to Council on the findings.	Peter Jansen
Due:	December 2021	

24/05/2021 1.1.1	Lindblom Master Plan - Update 3. That a report be presented to the Policy and Planning Committee in December 2021 detailing the proposed finalised concept design. Due: December 2021	Jamie Hosking
24/05/2021 2.1.8	2021-22 New Initiative Bid Update - Sustainability 1. That New Initiative Bid OPN000691 - Sustainability Coordination and Partnerships be updated to incorporate a further provision of \$50,000 for 2021/22 and in-principle support for years 2 and 3 <u>subject to a further report within the first 12 months being presented to Council about the collaboration project with other Councils and consideration of other funding opportunities.</u> Due: February 2022	Clint Watchman
28/06/2021 MON7.3	Motion on Notice: Signing Green Partnerships 2.2 A further report be presented to the August meeting with information and recommendations to sign the agreement with Green Adelaide Due: August 2021 Deferred to: September 2021 Reason: The Chair of Green Adelaide will be presenting to the August Committee, following this a report will be brought to Council for its September meeting.	Craig Johansen
26/07/2021 1.1.1	Places of Worship Submission 2. That the Mayor, Chair of Policy and Planning Committee, and Senior Staff meet with GAROC members to discuss the issues highlighted in the draft submission and a decision on making a submission, and the content of a submission, be determined by Council following that meeting. Due: October 2021	Peter Jansen

4. CONCLUSION / PROPOSAL

- 4.1 Future reports for the Policy and Planning Committee have been reviewed and are presented to Council for noting.

CO-ORDINATION

Officer:	EXECUTIVE GROUP	GMCiD	GMBE	GMCOD	GMCI
Date:	09/08/2021	04/08/2021	04/08/2021	05/08/2021	05/08/2021

ITEM 1.1.1**POLICY AND PLANNING COMMITTEE****HEADING** Recommendations of the Youth Council Sub Committee meeting held on Tuesday 10 August 2021**AUTHOR** Joy Rowett, Governance Coordinator, CEO and Governance**CITY PLAN LINKS** 4.5 We engage meaningfully and our community is aware of Council initiatives**SUMMARY** The minutes and recommendations of the Youth Council Sub Committee meeting held on Tuesday 10 August 2021 are presented for Policy and Planning Committee's consideration.**RECOMMENDATION**That Council

1. Receives and notes the information contained in the Youth Council Sub Committee Minutes of the meeting held on 10 August 2021 approves the following recommendations contained therein:

YC1 Future Reports for the Youth Council Sub Committee

1. The information is received.

YC2 Youth Programs and Events Update July 2021

1. The information is received and noted.

YC3 Youth Council Project Teams Update

1. The information is received and noted.

YC4 South Australian Youth Parliament Sponsorship

1. The information presented in the report, verbal presentations and reports (attached) tabled by Youth Parliament participants at the meeting are received and noted.

YC-OB1 Recycle Bin – Salisbury Community Hub and Twelve25 Youth Centre

1. That Staff bring back a report with information regarding the installation of a recycle bin in the Salisbury Community Hub and the Twelve25 Youth Centre for 'keep cups' and disposable masks.
2. That Youth Council endorse a spokesperson to give a deputation to Council.

ATTACHMENTS

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

1. Minutes Youth Council Sub Committee - 10 August 2021

CO-ORDINATION

Officer: GMCoD
Date: 11/08/2021



**MINUTES OF YOUTH COUNCIL SUB COMMITTEE MEETING HELD IN
THE LITTLE PARA CONFERENCE ROOMS, 34 CHURCH STREET, SALISBURY ON
10 AUGUST 2021**

MEMBERS PRESENT

Tuyet Nhi Sofina Le Thi (Chair)
Rana Afzali
Hossein Bayani
Brooke Duncan
Chloe Fern-Pring
MengChheng Hong
Nicolette Nedelcev
Sharifulah Noorzai
Jack Prince
Madeline Prince (Deputy Chair)
Fillette Uwamahoro
Emily Williams (from 6:06 pm)
Cr P Jensen (from 5:37 pm)
Cr G Reynolds (from 5:37 pm)
Mon-Maya Chamlagai (Mentor)
Amanda O'Sullivan (Mentor)
Uyen Tran

OBSERVERS

Cr Chad Buchanan – *(from 5.56pm)*
Zahra Bayani
Lucy Shwebeth

STAFF

Manager Community Capacity and Learning, Ms J Cooper
Community Planner Youth Participation, Ms J Brett
Personal Assistant – Executive Office, Ms M Healy

The meeting commenced at 5.35pm

The Chair welcomed the members, staff and the gallery to the meeting and read the Kaurna Acknowledgement.

APOLOGIES

Apologies were received from Mayor G Aldridge and R Etienne.

LEAVE OF ABSENCE

Christian Gudic

PRESENTATION OF MINUTES

Moved B Duncan

Seconded M Prince

The Minutes of the Youth Council Sub Committee Meeting held on 16 June 2021, be taken as read and confirmed.

CARRIED

REPORTS

YC1 Future Reports for the Youth Council Sub Committee

Moved B Duncan

Seconded M Prince

1. The information is received.

CARRIED

YC2 Youth Programs and Events Update July 2021

Moved Noorzai

Seconded Hong

1. The information is received and noted.

CARRIED

YC3 Youth Council Project Teams Update

Moved B Duncan

Seconded M Prince

1. The information is received and noted.

CARRIED

YC4 South Australian Youth Parliament Sponsorship

Moved N Nedelcev

Seconded S Noorzai

1. The information presented in the report, verbal presentations and reports (attached) tabled by Youth Parliament participants at the meeting are received and noted.

CARRIED

OTHER BUSINESS

YC-OB1 Recycle Bins – Salisbury Community Hub and Twelve25 Youth Centre

Moved E Williams
Seconded M Prince

1. That Staff bring back a report with information regarding the installation of a recycle bin in the Salisbury Community Hub and the Twelve25 Youth Centre for ‘keep cups’ and disposable masks.
2. That Youth Council endorse a spokesperson to give a deputation to Council.

CARRIED

General Discussion concerning the following occurred:

- Census - Youth Council members being asked to encourage their household to complete the census and reminding members that it can be done online
- Intergenerational climate change report – released more bleak and daunting a lot about human activities. As youth council and young people this will be affecting us. Want to start discussion on what youth council to do as a collective. Suggested to organise a meeting of interested YC members to discuss further
- Youth Council encouraged to attend events at Twelve25:
 - NAWMA talk - clean up local parks (Sarah Bevan organising) YC invited to participate;
 - Duke of Edinburgh participation - PC PD day;
 - public speaking personal branding & training to facilitate consultations all on Youth in Salisbury Facebook page.
- Youth Council to look at City of Salisbury Sustainable City Strategy objective and give feedback views to Council (Draft being presented to Council in latter half of 2021).
- Madeline Prince celebrated finishing bronze Duke of Edinburgh Award.
- Youth Committee encouraged to attend committees regarding plans and ideas particularly around waste and recycling.

CLOSE

The meeting closed at 6:34 pm.

CHAIR.....

DATE.....

(Address
removed)

Dear Julie Brett,

I like to thank the council members involved and the City of Salisbury *Community Wellbeing and Sport Committee* for supporting the full cost of my participation in the youth program, *YMCA Youth Parliament SA 2021*. In this letter, I will be writing a report of my experiences in the youth program.

I was allocated to the Health and Wellbeing Committee that consisted of two dedicated YMCA volunteer mentors and young people from across the metropolitan and regional areas that came from diverse cultural backgrounds and experiences. In the beginning, we had weekly online meetings to explore more about the program and propose issues that were important to us within our communities that we wanted to address for our Youth Bill. This ranged from mental health, accessibility to health, emergency services, domestic violence, and use of restraint.

On the 17th-18th April, we had *Training Weekend* where we got to meet each other and fellow youth parliamentarians from the other committees face to face for the first. The *Training Weekend* had many workshops that explored in-depth of the parliamentary processes, etiquette in chamber, governments, how voting works, public speaking, and bill development. It was an informative experience that opened my understanding of our government because before the program, I only had a vague idea of how our government functioned and was not certain how it all connected with everyday living. Moreover, we had mock debates which was exhilarating to be part of as participants refuted and sponsored for a mock bill to pass. The *Training Weekend* was an astonishing experience and it made me appreciative of just how intertwined our government and communities across Australia.

After *Training Weekend* leading up to *YMCA Youth Parliament Week* in July, our committee developed our Youth Bill with the support and guidance of our mentors. We decided that ambulance ramping in our communities was what we wanted to address in our Youth Bill. Our bill became the *Emergency Medical Services Reform Bill 2021 (SA)*.

Through months leading up to the *YMCA Youth Parliament Week*, our committee engaged with the wider community through emailing and creation of surveys to gain significant input from the lived experiences and professional advice of the *SA Ambulance Service* CEO David Place, Ambulance Officers, and Paramedics as well as president of the Legislative Council. This was insightful and eye-opening to many of us, I was shocked just how prevalent ambulance ramping

was and the first-hand experience described by those doing their best to ensure the safety of the people of South Australia. Driving us to research more on viable options that are put into place in other states and territories as well as countries to possibly apply to the current SA ambulance ramping.

Eventually, July 11th approached which was the beginning of the *YMCA Parliament Week 2021*. We had the honour to present and debate our Youth Bills at the Parliament House of South Australia this year. Prior to and during *Parliament Week*, our Health and Wellbeing committee worked hard on developing our sponsoring and refuting speeches with some nights sleeping late. I had the honour to be the main sponsor for my committee's bill and it was a nerve-racking experience at first. It was inspiring to work as a team with fellow youth parliamentarians to sponsor and refute the many Youth Bills developed by other committees to address areas of improvement and vote whether that bill passed or not.

In the end, the Health and Wellbeing committee's *Emergency Medical Services Reform Bill 2021 (SA)* passed with 34 – 00 in the Legislative Council and 33 – 11 in the House of Assembly. It was exciting for our committee to see through that our Youth Bill was successful. In addition, the Health and Wellbeing committee got the opportunity to speak with the *Shadow Minister for Health and Wellbeing*, Chris Picton. Gaining insight on current issues and what is being done in our communities as well as the responsibilities that came with his role as the Shadow Minister.

On the last day during the 26th closing ceremony for the program in South Australia, we got to meet the founder of the *YMCA Youth Parliament* program, David Davis. He got to receive the *YMCA Life Membership* for his contribution over the many years and shared his experiences. I was amazed just how one idea starting small at first grew to be what it is today. I learnt being a leader starts small and where possible, create the change we want where possible for a better tomorrow.

It has been an honour to partake in this unique opportunity thanks to the support of the City of Salisbury *Community Wellbeing and Sport Committee*. I have really enjoyed participating in the program. It helped build on my self-confidence as well as getting to meet like-minded people. The program has also developed my understanding of our government in further depth, expanding my worldview and how important it is for government and communities to work together to strive towards a better future for all people.

Thank you for your assistance and best wishes,

Louis Pham.

Youth Council of Salisbury Members in YMCA (South Australia Youth Parliament) Report.



Three members from Salisbury Youth Council participated in the YMCA SA Youth Parliament this year. The non-partisan program empowers young people to be advocates for their community and all Youth Parliamentarians went on a six-day camp to develop their leadership skills, connect with politicians, make decisions and voice opinions and debated their unique bills in Parliament House. During their camp, they had lot of fun and learnt lot of skills. After some heated debates in the SA Parliament House, all of us would like to do the program again.

We thank the Salisbury Youth Council for sponsoring us. We request the Salisbury council to sponsor more young people next year. Programs like Youthparliament and Salisbury Youth council gives us young people hope that our voice matters, which would make our youth to become successful leaders of this State.

Below are our personal thoughts on youth Parliament.

The Honourable Chloe Pring

My Youth Parliament experience was nothing like I expected. I entered the program as someone that is very anxious around new people and a timid public speaker, although I'm still somewhat both of these things I feel so much more comfortable expressing my thoughts, opinions and lived experiences. As a passionate creative my first preference was to join the Tourism, Arts and Culture Committee. This group was full of equally passionate (and also extremely talented) people. We worked together on a bill that would



provide COVID-19 relief to support the undoubtedly struggling arts sector. I also took the chance to write an adjournment speech on the decriminalisation of sex work, an issue I have grown to be incredibly passionate about but never had the opportunity to discuss. I developed an incredible amount of knowledge on bill writing, public speaking and parliamentary processes. I also

met amazing and inspiring young people, I thank them for sharing their dreams, stories and opinions so openly with me. Youth Parliament left me with friendships, knowledge and the motivation to continue advocating for the changes I want to see. I would like to thank the City of Salisbury for sponsoring me and making this opportunity accessible. One thing I will never forget from youth Parliament was during our joint question time, when the speaker of the house asked that the government would be heard in silence the entire opposition side of the

chamber erupted into a paper shaking fit, completely drowning the voice of the leader. I hope to attend Youth Parliament again in 2022 and would encourage anyone who is considering it to apply.



The Honourable Hussein Bayani

Youth parliament was a great chance for me to improve my public speaking, by completing Youth Parliament I managed to make friends and get the chance to be in parliament house to debate. After completing this program, I believe I have become an even more confident speaker and have learnt a lot about politics. Because of a lot of different and good committee choices to pick from, I picked the environment and energy Committee. Being part of this committee thought me a lot



about the environment, and the importance of environment. Our committee bill was about green industry Manufacturing, Mining and Energy Future. We passed our bill in both houses. I highly recommend young people to join Youth Parliament to experience new skills that they don't know about. I thank the Salisbury Youth Council for sponsoring me and I hope the council keep this sponsorship programs, because then it would encourage more young people to join. One thing I found interesting about yp was that there were 6 people including me sleeping in one room. I will definitely attend the Youth Parliament again next year and I encourage more youth council members and young people to join youth Parliament next year.



The Honourable Sharifullah Habibi



I joined youth Parliament last year, and it was during COVID which meant that we couldn't debate in the parliament house. This year we debated in the parliament house and for me and many of youth parliament members it was our first time debating in the actual parliament house. The cool thing about debating in the parliament house was that we were debating the bills that we made, the bills that were important to us, the bills that we thought were needed in SA. This year I was also one of the presiding officers of the upper

house. I presided over 3 debates. I was proud of the way I handled the chamber during those debates. Because I enjoyed the presiding role too much I will run for it again next year. Youth parliament not only taught me about politics in Australia, but also made me a confident person. For young people who think their voice doesn't matter and for people who come from a different background and think that they have nothing to do with decision making in Australia as they are not even born in Australia, then YMCA SA Youth Parliament is for you!!! I thank Salisbury Youth Council/Salisbury Council for giving us this opportunity by sponsoring us and I hope more sponsorships are given to more young people next year. I will never forget about all the unstoppable laughs that we had during this camp. I also won't forget breaking one of my roommate's deodorant bottle (which was pretty funny). I missed those pasties at

parliament house! Can't wait to attend this program again next year."









The end

ITEM 1.1.2**POLICY AND PLANNING COMMITTEE****HEADING** Recommendations of the Intercultural Strategy and Partnerships Sub Committee meeting held on Monday 9 August 2021**AUTHOR** Joy Rowett, Governance Coordinator, CEO and Governance**CITY PLAN LINKS** 4.2 We deliver quality outcomes that meet the needs of our community**SUMMARY** The minutes and recommendations of the Intercultural Strategy and Partnerships Sub Committee meeting held on Monday 9 August 2021 are presented for Policy and Planning Committee's consideration.**RECOMMENDATION**

1. The information contained in the Intercultural Strategy and Partnerships Sub Committee Minutes of the meeting held on 09 August 2021 be received and noted and that the following recommendations contained therein be adopted by Council:

ISPS2 Australian Indices Regarding Intercultural MattersThat Council

1. Receives and notes the information.

ISPS3 20 Year Anniversary Acknowledgement of Mobara Japan Sister City Agreement 2022That Council:

1. Receives and notes the information.
2. Endorses the postponement of the 2022 Mobara delegation visit to Salisbury, and instead request that staff work with Mobara International Friendship Association Secretariat, Mobara City Hall to identify opportunities to celebrate the 20 Year anniversary in 2022 remotely.
3. Notes that a further report will be prepared for Council endorsement in relation to the Bi-Annual Delegation Visit Schedule and the proposed 20 Year anniversary celebration details.

ATTACHMENTS

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

1. Minutes Intercultural Strategy and Partnerships Sub Committee - 9 August 2021

CO-ORDINATION

Officer: GMBE A/GMCiD
Date: 11/08/2021 11/08/2021



**MINUTES OF INTERCULTURAL STRATEGY AND PARTNERSHIPS SUB
COMMITTEE MEETING HELD IN WITTBER & DR RUBY DAVY ROOMS,
SALISBURY COMMUNITY HUB, 34 CHURCH STREET, SALISBURY ON**

9 AUGUST 2021

MEMBERS PRESENT

Cr M Blackmore (Chair)
Mayor G Aldridge (ex officio)
Cr S Ouk (Deputy Chair)
Cr D Proleta

OBSERVERS

Cr P Jensen

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager Community Development, Ms A Pokoney-Cramey
Acting General Manager City Infrastructure, Mr D Roy
Manager Community Health & Wellbeing, Ms V Haracic
Manager Governance, Mr R Deco
PA to Executive Office, Ms M Healy

The meeting commenced at 7.28pm

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

APOLOGIES

Apologies were received from Cr N Henningsen and Cr J Woodman.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr D Proleta
Seconded Cr S Ouk

The Minutes of the Intercultural Strategy and Partnerships Sub
Committee Meeting held on 10 May 2021, be taken as read and
confirmed.

CARRIED

REPORTS

ISPSC1 Future Reports for the Intercultural Strategy and Partnerships Sub Committee

(please note there were no forward reports as a result of a Council resolution to be listed at this time)

ISPSC2 Australian Indices Regarding Intercultural Matters

Moved Mayor G Aldridge
Seconded Cr S Ouk

That Council

1. Receives and notes the information.

CARRIED

ISPSC3 20 Year Anniversary Acknowledgement of Mobara Japan Sister City Agreement 2022

Moved Mayor G Aldridge
Seconded Cr D Proleta

That Council:

1. Receives and notes the information.
2. Endorses the postponement of the 2022 Mobara delegation visit to Salisbury, and instead request that staff work with Mobara International Friendship Association Secretariat, Mobara City Hall to identify opportunities to celebrate the 20 Year anniversary in 2022 remotely.
3. Notes that a further report will be prepared for Council endorsement in relation to the Bi-Annual Delegation Visit Schedule and the proposed 20 Year anniversary celebration details.

CARRIED

OTHER BUSINESS

Nil

CLOSE

The meeting closed at 7.32pm.

CHAIR.....

DATE.....

ITEM	1.1.3
	POLICY AND PLANNING COMMITTEE
DATE	16 August 2021
HEADING	Privately Funded Planning and Design Code Amendment Policy
AUTHOR	Peter Jansen, Strategic Planner, City Development
CITY PLAN LINKS	3.2 Salisbury is a place of choice for businesses to start, invest and grow 3.4 Our urban growth is well planned and our centres are active 4.1 Members of our community receive an exceptional experience when interacting with Council
SUMMARY	Council adopted its Privately Funded Development Plan Amendment (DPA) Policy in 2012. The policy introduced a formal mechanism for Council to consider requests by a third party seeking to fund the preparation of a DPA. This has been used for several DPAs. A review of the Policy is now due and incorporates consideration of the changes to the process as a result of the Planning, Development and Infrastructure (PDI) Act which has broadened the range of entities that can request initiation of a new Planning and Design Code Amendment (previously a DPA). However, there may still be scenarios where it is considered appropriate by Council to initiate a Code Amendment on behalf of persons with an interest in the land. An updated Policy is attached for consideration.

RECOMMENDATION

That Council:

1. Adopts the Privately Funded Planning and Design Code Amendment Policy as contained in Attachment 1 to this report (Policy and Planning Committee 16/08/2021, Item No. 1.1.3).

ATTACHMENTS

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

1. Privately Funded Planning and Design Code Amendment Policy

1. BACKGROUND

- 1.1 A Code Amendment (previously Development Plan Amendment - DPA) is the legislated process under the Planning Development and Infrastructure Act 2016 to make changes to land use planning policy in the Planning and Design Code.
- 1.2 Under the previous planning system all DPAs were initiated and administered only by a Council or the Minister for Planning. However, there was no prohibition on the funding of a DPA by a third party provided appropriate probity and transparency arrangements were in place.

- 1.3 Requests by proponents for a DPA were typically outside of the Council committed program of DPAs. These requests were able to be facilitated by the proponent funding the consultants that were engaged by Council to undertake the studies and preparation of the DPA. The funding of the consultants was prescribed by the use of a Private Funding Agreement with the proponents, and the consultant and work was managed by Council staff.
- 1.4 An April 2019 report (*Resolution 134/2019*) considered the planning reform program and the still unknown rezoning process at that time under the PDI Act, and as result the Privately Funded DPA Policy remained in place until the new process was known.
- 1.5 The procedures have now been released for future Code Amendments.
- 1.6 There is a general similarity with the previous process, with the key differences being the elevated role of the State Planning Commission, the Community Engagement Charter, and an allowance for additional entities that can initiate a Code Amendment.
- 1.7 The Privately Funded Planning and Design Code Amendment Policy has been updated to recognise the new legislation and processes, and also the new format of Council Policies.

2. CONSULTATION / COMMUNICATION

2.1 External

2.1.1 Norman Waterhouse Lawyers

2.1.2 PLUS – Planning and Land Use Services (Attorneys General Department)

3. REPORT

Key Components of the Code Amendment Process

State Planning Commission

- 3.1 The role of the State Planning Commission has been expanded and elevated in the new structure. The Commission will maintain the Code and undertake amendments as it sees fit to ensure state wide strategic matters are incorporated.
- 3.2 The Commission will provide advice to the Minister for Planning on Code Amendments that are initiated by other entities.
- 3.3 The Commission is responsible for maintaining the Community Engagement Charter and ensuring all Code Amendments comply with the Charter.
- 3.4 The Commission is responsible for issuing Practice Directions which specify the administration of the Code and Code Amendments. Practice Direction 2 *Preparation and Amendment of Designated Instruments* applies to Code Amendments. It specifies:
 - 3.4.1 The need to prepare a community engagement plan.
 - 3.4.2 The need to submit the community engagement plan to the Commission for approval.

- 3.4.3 The matters to be identified in the Engagement Report prepared for the Minister for Planning following consultation.
- 3.4.4 Timeline and investigations.
- 3.4.5 The policy amendments, mapping and instructions for PLUS to draft the amended Code Policy.

The Minister for Planning and Local Government

- 3.5 The Minister is responsible for approving the initiation of Code Amendments by entities other than the Commission, and for the final approval of any amendments to the Code.

Community Engagement Charter

- 3.6 The engagement process for all Code Amendments must comply with the Charter principles.
- 3.7 Entities preparing Code Amendments must review the engagement against their engagement plan and the Charter principles as part of the Engagement Report which is provided to the Commission.
- 3.8 The Commission assesses the Engagement Report against the Charter and reports to the Environment Resources and Development Court, unless delegated to PLUS.
- 3.9 The Engagement Report is then referred to the Minister for a decision.

Entities that can initiate a Code Amendment

- 3.10 The following proponents can initiate a Code Amendment additional to the Commission and a Council:
 - 3.10.1 The Chief Executive Officer of the Attorney Generals Department (AGD).
 - 3.10.2 An agency or instrumentality of the Crown.
 - 3.10.3 A joint planning board.
 - 3.10.4 An (Infrastructure) scheme coordinator.
 - 3.10.5 A Provider of essential infrastructure (Private Proponent).
 - 3.10.6 A person who has an interest in the land where the person is seeking to alter the way in which the Code affects that land (Private Proponent). There are some limitations on the extent of policy change that can be sought by a Private Proponent.
- 3.11 Once initiated, all proponents can undertake the Code Amendment, except for Private Proponents. The Minister may determine that the Chief Executive of the AGD is responsible for Code amendments by private proponents. The Chief Executive is able to recoup costs in this scenario.
- 3.12 A Private Proponent may approach a Council to undertake a Code Amendment on their behalf. If Council agrees to undertake the Code Amendment, it may recover costs in accordance with its own policies.
- 3.13 An approach to Council to undertake a Code Amendment on behalf of a Private Proponent will be considered in accordance with the Council process.

- 3.14 To ensure standardised policy is maintained, the proponents will be required to forward policy drafting instructions to a PLUS team who will write the draft policy and check linkages and terminology for consistency. This will occur prior to public consultation.

Discussion

- 3.15 The pathway for private proponents to initiate a Code Amendment has been broadened under the Planning Development and Infrastructure Act and no longer requires the involvement of Council in the initiation and process if the Proponent prefers to use their own resources. However, it is envisaged that the Minister would expect a level of engagement with Council and take any feedback from Council into consideration when assessing the merits of a proponent initiated Code Amendment.
- 3.16 While private proponents can now initiate a Code Amendment, there may still be scenarios where Council will consider the merits of undertaking a privately funded Code Amendment at the request of a proponent. Examples may be
- 3.16.1 When a ratepayer or developer presents a cogent reason for Council to undertake the preparation for a Code Amendment; or
 - 3.16.2 If there is a significant differential in fees between the AGD Chief Executive costs assessment and Council's costs assessment; or
 - 3.16.3 If Council considers that there is a wider benefit to a locality, area, or group of ratepayers or businesses in pursuing a change; or
 - 3.16.4 In the event that a rezoning affecting multiple landowners is being proposed by a proponent, and the proponent cannot get agreement to undertake the Code Amendment from all land owners (which is required in proponent-led Code Amendments).
- 3.17 In these scenarios, it is considered the new Privately Funded Code Amendment Policy is a suitable policy for Council to adopt.
- 3.18 The Privately Funded Code Amendment Policy has been reviewed by legal advisors.
- 3.19 The updated Code Amendment Policy is attached for adoption.

4. CONCLUSION / PROPOSAL

- 4.1 It is anticipated that the broadened pathway for private proponents to initiate Code Amendments will reduce approaches to Council, but there may still be scenarios where Council will wish to undertake the Code Amendments on behalf of proponents if suitable justification is provided.
- 4.2 The new Policy provides an updated policy framework for Council to consider the merits of a Council led Privately Funded Code Amendment and the requirements for a deed between the proponent and Council.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 09/08/2021



City of Salisbury Values: Respectful, Accountable, Collaborative, Helpful

Privately Funded Planning and Design Code Amendments

Approved by:	Council
Responsible Division:	Economic Development and Urban Policy, City Development
First Issued/Approved:	
Last Reviewed:	
Next Review Date:	

1. Introduction/Purpose

An up to date Planning and Design Code is important in ensuring that the City grows in an orderly and economically, socially and environmentally sustainable manner. The Council recognises the importance of the Code and the role it plays in enabling the objectives of the City Plan. Current and best practice planning policies also assist with ensuring that potential conflicts and impacts from development are minimised. High quality sustainable development improves the wellbeing, prosperity and general amenity of the city.

The PDI Act allows the initiation of Code Amendments by a range of entities, including Private Proponents. Privately Funded Code Amendments can be used to complement Council and State Government funded Code Amendments to ensure the Code is capable of facilitating future development in an appropriate and sustainable manner, in alignment with the City of Salisbury values. However, it is important to consider how these privately funded Code Amendments fit within the overall strategic objectives of the Council and that they are prioritised accordingly given the available resources.

Section 73(9) of the PDI Act anticipates that a designated entity (which includes a Council) may enter into an agreement with 'a person' for the recovery of costs incurred by the designated entity in relation to a Code Amendment process. As such, the Council is able to initiate a Code Amendment process on behalf of a Private Proponent.

The Code Amendment process is a statutory process undertaken pursuant to the provisions of the PDI Act and involves the Minister, the Commission, various State authorities and community consultation. It is a lengthy process that can take anywhere from 6 to 18 months or more and there is no guarantee of support from Council, the Commission, or State Agencies. Applicants have no right of appeal in relation to the outcomes of a Code Amendment request or process.

2. Scope

The policy is applicable to the Council, Private Proponents and their respective representatives.

3. Legislative Requirements and Corporate Policy Context

Planning, Development and Infrastructure Act 2016

Planning, Development and Infrastructure (General) Regulations 2017

Practice Directions issued by the State Planning Commission

Local Government Act 1999

4. Interpretation/Definitions

1. **Code** – Planning and Design Code
2. **Designated Entity**-
 - a. Council
 - b. Chief Executive of the Attorney General's Department (Chief Executive)
 - c. Agency or Instrumentality of the Crown
 - d. A Joint Planning Board
 - e. An Infrastructure Scheme Coordinator
 - f. A provider of essential infrastructure (which may include a Private Proponent such as a telecommunications carrier or energy company)
 - g. A person who has interest in the land where the person is seeking to alter the way in which the Planning and Design Code affects the land (Private Proponent)
3. **Designated Instrument** – includes the Planning and Design Code.
4. **Peer Review** – a review undertaken by an independent Planning Consultant
5. **Private Proponent** - A person who has interest in the land where the person is seeking to alter the way in which the Planning and Design Code affects the land

5. Policy Statements

In order to determine whether or not Council should proceed with a privately funded Code Amendment, the Amendment proposal will be assessed against the following criteria:

- (a) The relevant State Planning Policies, including the principles of good planning
- (b) The expected population growth and capacity for accommodating the anticipated growth
- (c) The strategic needs of the existing zone
- (d) The infrastructure needed to support the anticipated growth
- (e) The performance-based policy to facilitate opportunities or mitigate challenges
- (f) Relevant Regional Plans, including, but not limited to, the 30 Year Plan for Greater Adelaide- 2017 Update.
- (g) The proposed policy change is consistent with Council Strategic Documents such as the City Plan, Growth Action Plan and the like and any other proposed or current Code Amendments
- (h) The proposed policy change has demonstrated and considerable social, economic and/or environmental merit
- (i) The reasons why the Private Proponent wishes Council to undertake the Code Amendment (including whether the Private Proponent has already approached the Department of Planning, Transport and Infrastructure, the Minister or the Commission and, if so, any response received)
- (j) Whether the proposed Code Amendment can be appropriately project managed by Council staff, taking into consideration the timing of other priorities and projects within Council's policy program and the resources available.

In requesting Council's endorsement to proceed with a Privately Funded Code Amendment a 'Statement of Justification' should be submitted by the Private Proponent which outlines the level of consistency with the above criteria (a) through (i) and clearly outlines the policy outcome that is being sought.

Council will then assess the 'Statement of Justification', make necessary preliminary investigations and consultations with Government Agencies to understand policy positions of the Agencies and determine whether to proceed with the preparation and lodgement of a proposal to initiate a Code Amendment which is required for the agreement of the Minister to begin the Code Amendment, after taking advice from the Commission.

Council at all times retains the right to reject a proposal to initiate a Privately Funded Code Amendment.

The reasons for proceeding with, or rejecting, a proposed Privately Funded Code Amendment will be recorded and communicated to the Private Proponent.

6. Project Management and the Procurement Process

1. Subject to Ministerial approval to proceed, a Privately Funded Code Amendment will require an agreement under section 73(9) of the PDI Act between the Council and the Private Proponent for recovery of costs incurred by the Council in relation to the Code Amendment process. Those costs may include (but are not necessarily limited to):
 - a. Preparation of a draft of the relevant proposal
 - b. Independent Peer Review of the draft proposal (if the initial draft is prepared by or on instruction of the Private Proponent)
 - c. Consultation
 - d. Compliance with conditions of the Minister's approval to proceed, and any requirements of the Commission or as prescribed by the regulations (if any)
 - e. Preparation of a section 73(7) report to the Minister (including independent peer review if the initial draft report is prepared by or on instruction of the Private Proponent)
 - f. Publication on the SA planning portal
 - g. Disbursements (including printing, postage, advertising etc)
 - h. A project management fee.

The cost of the Code Amendment Process will be borne by the Private Proponent funding the Code Amendment, and paid into a fund as directed by Council. Where the Council has, at the Private Proponent's request, expended material resources to obtain the Minister's approval to proceed with a Code Amendment, the Council may also seek to recover those costs.

2. If Council agrees to proceed with a Privately Funded Code Amendment, generally (and subject to any alternative arrangements as agreed to by the Council on a case by case basis):
 - 2.1 The Private Proponent will engage suitably qualified consultants to prepare the draft Code Amendment, including a timetable, investigations, instructions for the drafting of proposed policy amendments, any maps to an industry standard, heritage data sheets, significant tree data sheets, identification and assessment of proposed

inconsistencies with State Planning Policies if applicable, explanation and summary of investigations and how these support the amendment, explanation of how infrastructure will be provided, and other requirements as directed in any relevant Practice Directions issued by the Commission.

2.2 Council will engage a suitably qualified and independent consultant to undertake a Peer Review of the draft Code Amendment.

2.3 The Peer Review will:

- a. Review the draft Code Amendment against the Proposal to Initiate a Code Amendment approved by the Minister for Planning, and against the requirements of section 73(6) of the PDI Act
- b. Review the drafting instructions and mapping changes and documentation for community engagement, all responses received during consultation, and finalised policy changes and documentation including the draft report to the Minister under section 73(7) of the PDI Act.

2.4 Selection of a consultant to undertake the Peer Review will be undertaken in accordance with Council's Procurement Policy. In selecting a consultant, the Council will enquire as to any current or prior relationship with the Private Proponent which could affect, or be perceived to affect, the consultant's independence.

3 The capacity for Council to process a Privately Funded Code Amendment will be influenced by Council's other policy priorities, and projected timing will be estimated accordingly. It is acknowledged that some parts of the Code Amendment process cannot be outsourced and management, policy oversight and processing will be required to be undertaken by Council staff, therefore Code Amendments will be managed according to Council priorities and subsequent timeframes.

4 The consultant undertaking the Peer Review will report directly to Council staff.

5 Council maintains ultimate control of the Code Amendment process, and key stages will be presented to Council for consideration, prior to being submitted to the Minister for agreement or endorsement.

6 Council will publicly indicate that it has received payment for preparation of the Code Amendment but has sought independent advice.

7. Payment and Legal Arrangements

1. A legally binding Deed between Council and the third party funding the Code Amendment will be prepared which will outline applicable agreement

and legal procedures. The Deed will be executed upon approval on the Initiation of the Code Amendment by the Minister.

2. The legal agreement will contain at least the following:

- a. The nature of the arrangements, including the project management fee to be paid, and the time when payment is to be made.
- b. Details about the nature of the Code Amendment including the area to be covered, the purpose of the Code Amendment and what the Code Amendment investigations will encompass (the Code Amendment principles).
- c. Details about the responsibilities of each of the parties in relation to preparation of the Code Amendment and documentation, and draft Code Amendment.
- d. An acknowledgment by the Private Proponent funding the Code Amendment that it is a Council document and as such may be amended at the direction of Council.
- e. An acknowledgment by the Private Proponent that after complying with the requirements of section 76(6) of the PDI Act, the Council may choose to not proceed with the Code Amendment.
- f. An acknowledgement by the Private Proponent that timing and processing of the Code Amendment will be dependent upon the timing and priorities of other Council projects and the availability of staff resourcing.
- g. An acknowledgment by the Private Proponent that while the Council may initiate a Code Amendment, ultimately the decision on its authorisation is a decision of the Minister, and not the Council, and that the Council has no control over the outcome.
- h. An acceptance that if the Code Amendment is either not authorised by the Minister, or is authorised with amendments that do not suit the interest of the Private Proponent, the Private Proponent must abide the event and is still be responsible for the cost of the Code Amendment process.
- i. Agreement that the Private Proponent will fund any legal costs associated with preparation of the Code Amendment, including legal review and representation in any legal proceedings or judicial review proceedings that are brought in relation to the Code Amendment process (should the Council be involved or choose to participate in such proceedings).

- j. Acknowledgement that Council may require additional investigations to be undertaken, as directed by the Minister, and may charge the Private Proponent for the cost of these additional investigations.
- k. The Private Proponent will pay the full cost of the Code Amendment process including an appropriate project management fee as determined (see below).

8. Project Management Fee

1. The Private Proponent will pay to Council a project management fee to cover a portion of the Council resourcing costs for management of the Code Amendment process. The project management fee will be a fixed rate, based on the scope and complexity of the Code Amendment and the estimated hours of input required of Council Staff. This will be determined by the General Manager City Development, once the Proposal to Initiate a Code Amendment has been agreed by the Minister, and details incorporated into the Deed of Agreement.
2. The project management fee may be split into several payments, details of which will be incorporated into the Deed, with the first payment payable upon approval by the Minister of the Proposal to Initiate a Code Amendment. The Code Amendment may not proceed until payment is received

9. Related Policies and Procedures

Council Procurement Policy / Procedure

10. Approval and Change History

Version	Approval Date	Approval By	Change
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11. Availability

- 11.1 The Policy is available to be downloaded, free of charge, from Council's website www.salisbury.sa.gov.au
- 11.2 The Policy will be available for inspection without charge at the Civic Centre during ordinary business hours and a copy may be purchased at a fee as set annually by Council.

City of Salisbury Community Hub
34 Church Street, Salisbury SA 5108
Telephone: 84068222
Email: city@salisbury.sa.gov.au

12. Review

This policy will be reviewed within 12 months of a Council election or as dictated by legislation changes or changes to related Policies and Procedures, or as deemed necessary by Council.

Further Information

For further information on this Policy please contact:

Responsible Officer: **Principal Planner – Land Use Policy**
Address: 34 Church Street, Salisbury SA 5108
Telephone: 8406 8222
Email: city@salisbury.sa.gov.au

ITEM 1.1.4

POLICY AND PLANNING COMMITTEE

DATE 16 August 2021

HEADING Council Sponsorship Policy

AUTHOR Charles Mansueto, General Manager Business Excellence,
Business Excellence

CITY PLAN LINKS 4.2 We deliver quality outcomes that meet the needs of our
community

SUMMARY This report provides for consideration a draft Sponsorship Policy
for consideration by Council.

RECOMMENDATION

That Council:

1. Adopts the Sponsorship Policy as set out in Attachment 1 to this report (Policy and Planning Committee 16/08/2021, Item No. 1.1.4).

ATTACHMENTS

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

1. Draft Sponsorship Policy

1. BACKGROUND

- 1.1 At its January 2020 Council meeting, Council resolved that:

A further report be brought back to Council with a draft Council Sponsorship Policy for consideration prior to undertaking a call for expressions of interest for further sponsors for Bridgestone Athletics Centre.

- 1.2 This report responds to this resolution and provides a draft Sponsorship Policy for consideration by Council

2. CITY PLAN CRITICAL ACTION

- 2.1 We deliver quality outcomes that meet the needs of our community

3. CONSULTATION / COMMUNICATION

- 3.1 Internal

- 3.1.1 Various internal stakeholders

- 3.2 External

- 3.2.1 Legal Advice was sought in finalising the draft policy

4. REPORT

- 4.1 At the January 2020 meeting, Council considered a report into the proposed sponsorship arrangement with Bridgestone Australia Pty Ltd for the Bridgestone Reserve.
- 4.2 Within the report it was also highlighted that on occasions other organisations have expressed interest in sponsoring the facility. As a result it was identified that a Sponsorship policy was to be developed to assist in managing such requests.
- 4.3 Provided as Attachment 1 is a draft Sponsorship Policy for initial consideration by Council.
- 4.4 The policy aims to facilitate sponsorship arrangements where there is alignment with the City Plan 2035 and/or broader community benefits but also provides a framework as to when a sponsorship proposal may be at odds with Council's objectives and obligations.
- 4.5 The policy also covers when Council may want to consider sponsoring an organisation and/or event.

5. CONCLUSION / PROPOSAL

- 5.1 As a result of considering a sponsorship proposal for Bridgestone Reserve, the need for a broader Sponsorship Policy was identified, with the resultant draft policy attached for consideration.
- 5.2 Subject to endorsement of the policy as is or as amended, administration will progress to develop the application form referred to in the policy that addresses the key requirements of the policy.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 09/08/2021



City of Salisbury Values: Respectful, Accountable, Collaborative, Helpful

TITLE: Sponsorship Policy

Approved by:	Council
Responsible Division:	Business Excellence
First Issued/Approved:	24 August 2021
Last Reviewed:	August 2021
Next Review Date:	August 2023

1. Introduction/Purpose

- 1.1 Council has a range of responsibilities to deliver activities, events, programs and services to contribute to a vibrant community life.
- 1.2 Council may enter into sponsorship arrangements with organisations in support of such responsibilities, including the delivery of its City Plan 2035.
- 1.3 Sponsorship support and the development of partnerships enable Council to deliver a diverse range of events and projects and enhance the quality of community outcomes.

2. Scope

- 2.1 This Policy applies to individuals businesses and community organisations which provide activities, events, programs and services for the benefit of the community. It applies to all sponsorship agreements entered in to by Council.
- 2.2 This Policy outlines what sponsorship agreements Council will and will not undertake and the responsibilities of the parties involved. The Council is accountable to the public and as such, any sponsorship must be appropriately assessed to ensure there is no conflict of interest or negative impact on Council's reputation or procurement practices.

- 2.3 The Council will not enter into any sponsorship arrangements where the Council determines (at its sole discretion) that such sponsorship:
- 2.4 will create a conflict of interest, or create a perceived conflict of interest, with the Council, or any Council Member or Council staff;
- 2.5 is improper or inappropriate;
- 2.6 is in breach, or will or may, cause the Council to be in breach, of any law; or
- 2.7 will or may bring to question, the Council's reputation and good standing in the community.

3. Legislative Requirements and Corporate Policy Context

- 3.1 Local Government Act 1999 (SA)
- 3.2 Independent Commissioner Against Corruption Act 2012 (SA)

4. Interpretation/Definitions

Sponsorship: A sponsorship is a commercial arrangement by which a sponsor or Council provides a contribution of financial or in-kind support to an activity, event, program or service in return for certain specified benefits.

5. Policy Statements

5.1. Policy Principles

Council, in its consideration of sponsorships will consider the following guiding principles:

- 5.1.1 **City Plan 2035:** Council must ensure that any sponsorship does not compromise or question the integrity or reputation of Council and as such will ensure any agreements, as a minimum, align with Council's City Plan 2035.
- 5.1.2 **Alignment:** Sponsorship proposals will be assessed against and must align with Council's vision, objectives and priorities for an event or activity.
- 5.1.3 **Probity:** A sponsorship agreement is an open, transparent and equitable approach to sponsorship between all parties. The assessment to enter into any sponsorship will be undertaken in a fair and equitable process.
- 5.1.4 **Prior sponsorship:** Where appropriate Council may approach a current sponsor based on a previous year's arrangement prior to engaging with new potential sponsors.

5.2 Types of sponsorship

Through sponsorship, Council can enhance, enrich or reduce the financial and operational requirements of current and future activities, events, programs and services.

5.2.1 **Council providing sponsorship:** Council may agree to undertake a sponsorship with a third party if it has an expectation that it will receive benefits from such sponsorship including, but not limited to:

- Branding and profile-raising opportunities;
- An ability to leverage support through community attendance of an event;
- An ability to reach traditional and non-traditional audiences; and
- Supporting a worthwhile activity, event, program or service within the community.

In addition to financial sponsorship, Council may offer in-kind sponsorship that may include:

- Access to Council owned and controlled land and facilities; and
- Promotion and marketing for the activity, event, program or service.

5.2.2 **Council accepting sponsorship:** Any income or in-kind services obtained from sponsorship will go towards the delivery and improvement of facilities and services provided by Council, or reducing the costs associated with a particular activity, event, program or service.

5.2.3 **Undertakings that are not sponsorship:** Sponsorship does not include:

- Selling advertising space;
- Joint ventures or consultancies;
- Grants, including funding agreements and community grants;
- Unconditional gifts, donation, bequests or endowments; or
- Philanthropic activities where a sponsor expects to receive a reciprocal benefit beyond a modest acknowledgement.

5.3 Exclusions to this Policy

5.3.1 **Suppliers to Council:** Council will not enter into any new sponsorship arrangements with any business or individual that is currently tendering for work with Council or has an existing contract for supply of goods and services with Council.

5.3.2 Legal and reputational risk: Council will not accept sponsorships which:

- Require or imply the Council's endorsement of any commercial products, services, companies, political parties or individuals, except where it is
 - in line with Council's Community Recreation Facilities Sponsorship Policy, or
 - the Community Recreation Facilities Signage Policy; or
 - Council has resolved to enter into a sponsorship through a formal Council resolution
- Limit the Council's ability to carry out its legislative responsibilities;
- Restrict access to Council facilities to any person or group;
- Are not consistent with generally-accepted social principles of equity, participation, rights and accessibility for all groups in the community;
- Provide a benefit individual Council Members, Council staff, their friends or family;
- Allow ownership and control of the sponsorship assets to be removed from the Council's possession or control;
- Create a conflict with the broader policies and practices of the Council; or
- Create a conflict between the objectives and values of the Council and those of the sponsor.

5.3.3 Discretion to Reject Sponsorship: The Council may refuse to undertake any sponsorship where:

- There is, or there is a likely perception, that the Council, any Council member or Council staff may receive, or be perceived to receive, any of the benefits listed in the previous section "*Legal and reputational risk*" (in its sole discretion).
- The Council and/or Chief Executive Officer (as the case may be) always retain the discretion not to accept sponsorship from any entity for any reason.

5.4 Benefits of sponsorship

5.4.1 Benefits to the Council: Any sponsorship should:

- Enhance Council's reputation;
- Support the Council to undertake or deliver activities, events, programs or services that may not otherwise be funded or undertaken to the same extent;
- Either reduce the cost of a particular activity, event, program or service, or enable it to be expanded or enhanced; and

- Achieve greater community awareness or public profile for Council or for a particular activity, event, program or service than may have otherwise been possible.

5.4.2 Benefits to third parties: Any sponsorships will aim to provide a third party:

- A competitively-priced strategy to reach a target audience or to meet corporate social responsibility goals;
- Build key relationships with government and community bodies;
- Receive recognition from the Council, with the nature and extent of any recognition to be determined on a case-by-case basis, proportionate with the sponsorship;
- Limited licence to use the Council's intellectual property such as branding, logos, content and imagery;
- Naming rights or branding connected to the sponsorship;
- Exposure through signage, access to floor space for activation and integration;
- Online promotion including banners, splashes and sponsored segments;
- The ability to develop co-branded marketing initiatives;
- Invitations to specific events and functions; and
- An award in the sponsor's name and publicly presented.

Benefits to the parties are determined by collaboration and agreement between the Council and the sponsor and may be restricted by legislation, this Policy and/or Council policy generally.

5.5 Festivals and Events Sponsorship

The Council aims to support festivals and events that celebrate, develop and engage the community. The Council recognises the important contribution festivals and events make to the economy and cultural diversity of the City.

Support of such events will be considered in accordance with this Policy, but may also be available through the City of Salisbury Community Events Grant.

5.6 Calls for sponsorships

Where appropriate, Council may seek Expressions of Interest to ensure the business community and other relevant government and non-government agencies have the opportunity to participate in sponsorship opportunities.

Council reserves the right to publicly call for Expressions of Interest or, in its discretion, to approach individual potential sponsors directly.

5.7 Managing and monitoring sponsorships

A sponsorship agreement must be entered into for each sponsorship arrangement in accordance with Council's approved delegations (if not a decision made by resolution) and Procurement Policy.

Monitoring processes will be used to determine the outcome and success of all sponsorships. This will include, but is not limited to:

- Success of media coverage;
- Public feedback; and
- Benefits derived by the parties to the sponsorship.

5.8 Eligibility

To be eligible for sponsorship from or by Council the recipient must demonstrate that the activity, event, program or service:

- Takes place in the Council area or, if held outside the area, identify and justify the benefits to the Council area or to the community;
- Aligns with Council's City Plan 2035 [\[hyperlink to be added to the plan\]](#);
- Has a value to Council that at least equals or exceeds the value of the sponsorship; and
- Is covered by an appropriate and current Public and/or Product Liability Insurance.

To be considered for any sponsorship, please complete the sponsorship [application form](#). [\[hyperlink to a form to be added to this Policy\]](#)

6. Related Policies and Procedures

- 6.1 Gifts & Benefits Policy
- 6.2 Procurement Policy
- 6.3 Community Recreation Facilities Sponsorship Policy
- 6.4 Community Recreation Facilities Signage Policy

7. Approval and Change History

Version	Approval Date	Approval By	Change
1	24 August 2021	Council	N/A

8. Availability

- 8.1 The Policy is available to be downloaded, free of charge, from Council's website www.salisbury.sa.gov.au
- 8.2 The Policy will be available for inspection without charge at the Civic Centre during ordinary business hours and a copy may be purchased at a fee as set annually by Council.

City of Salisbury Community Hub
 34 Church Street, Salisbury SA 5108
 Telephone: 84068222
 Email: city@salisbury.sa.gov.au

9. Review

This Policy will be reviewed:

- If a new Policy - within 12 months of a Council election and thereafter as necessary; or
- The frequency dictated in legislation; or
- Earlier in the event of changes to legislation or related Policies and Procedures; or
- If deemed necessary by Council.

Further Information

For further information on this Policy please contact:

Responsible Officer: Manager Community Experience & Relationship
Address: 34 Church Street, Salisbury SA 5108
Telephone: 8406 8222
Email: city@salisbury.sa.gov.au