



**MINUTES OF FINANCE AND CORPORATE SERVICES COMMITTEE MEETING
HELD IN LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,
34 CHURCH STREET, SALISBURY ON
16 MAY 2022**

MEMBERS PRESENT

Mayor G Aldridge
Cr M Blackmore
Cr L Braun (*via Microsoft Teams*)
Cr B Brug (*via Microsoft Teams*)
Deputy Mayor, Cr C Buchanan (Chairman)
Cr K Grenfell (*via Microsoft Teams*)
Cr N Henningsen (*via Microsoft Teams*)
Cr D Hood
Cr S Ouk
Cr S Reardon
Cr J Woodman

OBSERVERS Not applicable

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
Acting General Manager City Infrastructure, Mr D Roy
General Manager Community Development, Mrs A Pokoney Cramey
General Manager City Development, Ms M English
Manager Governance, Mr R Deco
Team Leader Council Governance, Ms J O'Keefe-Craig
Team Leader Corporate Governance, Mr B Kahland
Team Leader Community Compliance, Mr B Scholefield

Due to apologies from the Chairman and Deputy Chairman of the Committee, The Chief Executive Officer, Mr J Harry opened the meeting to seek a nomination for Chairman.

Mayor G Aldridge moved that the Deputy Mayor, Cr C Buchanan is nominated as Chairman for the Finance and Corporate Services Committee meeting 16 May 2022 due to apologies received from the Chairman and Deputy Chairman.

Seconded Cr J Woodman

CARRIED
UNANIMOUSLY

The meeting commenced at 6:42pm.

The Chairman welcomed the members, staff and the public present in the gallery.

APOLOGIES

Apologies were received from Cr D Proleta Cr Jensen, Cr A Duncan and Cr Reynolds.

LEAVE OF ABSENCE

Nil.

PRESENTATION OF MINUTES

Moved Cr K Grenfell
Seconded Mayor G Aldridge

The Minutes of the Finance and Corporate Services Committee Meeting held on 19 April 2022, be taken as read and confirmed.

CARRIED

REPORTS

Administration

2.0.1 Future Reports for the Finance and Corporate Services Committee

Moved Cr S Ouk
Seconded Cr D Hood

That Council:

1. Notes the report.

CARRIED

2.1.1 Draft Fees and Charges 2022/23

Moved Mayor G Aldridge
Seconded Cr M Blackmore

That Council:

1. Adopts the Fees and Charges as set out in Attachment 1 of this report (Item No. 2.1.1, Budget and Finance Committee, 16 May 2022), and that it be updated to reflect delegations provided in other parts of this resolution.
2. Notes that where fees and charges are set by regulation, gazettal notice or other government agency those fees will be applied by Council, with staff authorised to update the 2022/23 Fees and Charges Booklet accordingly.
3. Delegates authority to the Manager Environmental Health and Community Compliance and Team Leader Community Compliance to refund 76% of the dog registration fee paid in the event of the registered dog passing away within 4 weeks of the payment due date and 50% in the event of the dog passing away within three months of the payment due date.
4. Delegates authority to the Manager Community Participation and Partnerships to vary Library fees for the purpose of introducing new programs and / or allowing for increases in supply costs.
5. Delegates authority to the Manager Community Health and Wellbeing to vary Salisbury Home and Community Services room hire fees for not for profit organisations where they are working in partnership with Council or have a demonstrated limited capacity to pay.
6. Delegates authority to the Manager Community Participation and Partnerships to vary fees for regular bookings at “Twelve25” by existing permanent user groups in accordance with the Memorandum of Understanding with Council, and to vary “Twelve25” fees for the purpose of introducing new programs and / or allowing for increase in supply costs.
7. Delegates authority to the Manager Community Participation and Partnerships to assess events and functions to be held at the Burton Community Hub to determine whether the booking is low or high risk and vary hire fees on this basis and vary the bond for hiring the Burton Community Hub depending on type of activity, the rate of subsidy and additional services as requested by the hirer.
8. Delegates authority to the Manager Community Participation and Partnerships to assess events and functions to be held at the Para Hills Community Hub to determine whether the booking is low or high risk and vary hire fees on this basis and vary the bond for hiring the Para Hills Community Hub depending on type of activity, the rate of subsidy and additional services as requested by

the hirer.

9. Delegates authority to the Manager Sports, Recreation and Community Planning to assess events and functions to be held at the Bridgestone Athletics Centre to determine whether the booking is low or high risk and vary hire fees on this basis and vary the bond for hiring the Bridgestone Athletics Centre depending on type of activity, the rate of subsidy and additional services as requested by the hirer.
10. Delegates authority to the General Manager Community Development to vary fees by up to \$300 (+ or -) for Salisbury Memorial Park for customers who demonstrate financial hardship but do not qualify for the Centrelink Funeral Assistance Program, and to recover additional costs associated with providing a non-standard product or service.
11. Delegates authority to the Manager Property and Buildings to vary casual hire of park facilities fees and bonds for Council activities, Community events, for not for profit organisations providing benefit to the community, and for the purpose of recovering additional costs associated with event bookings.
12. Delegates authority to the Manager Governance to waive fees for a single copy of any publicly available document.
13. Delegates authority to the Manager Economic Development to vary Room Hire fees to make it as attractive as possible for third party providers to deliver from the Polaris facility.
14. Delegates authority to the General Manager Community Development to exercise discretion as to applying the proposed Room Booking Policy at the Salisbury Community Hub in relation to:
 - The Prioritisation Parameters during application of the new framework to ensure it remains an effective model to activate the Hub and Civic Place/Inparrinthe Kurnangka
 - The application of the three categories (Community, Private and Business/Government) as to how they apply to requests for bookings received.
15. Delegates authority to the Chief Executive Officer to negotiate fees consistent with those adopted in the Fees and Charges Booklet to facilitate access to services/facilities in circumstances not specified within the Fees and Charges Booklet (for example, extended booking of a Council facility) and to waive or vary the requirement for payment of a fee, charge or bond where Council is providing 'in kind' support to an event or activity or there is a community benefit to be achieved.
16. Authorises staff to round fees to the nearest 5 cents, where applicable, for ease of administration.

CARRIED
UNANIMOUSLY

2.1.2 Council Finance Report - April 2022

Moved Cr M Blackmore
Seconded Cr K Grenfell

That Council:

1. Notes the report.

CARRIED

2.1.3 Green Adelaide Board Regional Landscape Levy (Separate Rate)

Moved Mayor G Aldridge
Seconded Cr J Woodman

That Council:

1. Notes the report and that the resolution for the Regional Landscape separate rate be prepared for the June 2022 meeting of Council.

CARRIED

2.1.4 Salisbury Business Association Separate Rate

Moved Cr L Braun
Seconded Cr D Hood

That Council:

1. Approves the separate rate increase to \$161,950 (excluding GST) as requested by the Salisbury Business Association and notes that this be subject to formal declaration at the June 2022 Council meeting.
2. Approves that the Salisbury Business Association be supported to keep its member database up to date through the provision of assessment record details of those subject to the separate rate at the time of generating the first quarter rates notice at no charge to the Association, and periodically throughout the year as may be requested by the Association.

CARRIED
UNANIMOUSLY

2.1.5 Third Quarter Budget Review 2021/22

Moved Cr J Woodman
Seconded Cr K Grenfell

That Council:

1. Notes the 2021/22 Third Quarter Budget Review report.

2. Approves the budget variances identified in this report and contained in the Budget Variation Summary (Appendix 1, item 2.1.5 Finance and Corporate Services Committee 16 May 2022), and approves that net capital and operating \$291,800 be credited to the Sundry Project Fund, noting this will bring the balance to \$38,298,829 prior to the allocation of approved net bids.
3. Approves the allocation of funding for the following non-discretionary net bids:

OPERATING

Additional Security Costs	\$8,000
Continued Provision of the Community Bus Service Until July 2022	\$53,000
Footpath Maintenance & Kerbing	\$92,000
Northern Health and Wellbeing Project	\$20,000
Revised Budget to Support Free Food Organics Green Organics (FOGO) Bins	\$72,000
Salisbury Water – Electricity Operational Expenditure	\$180,000

CAPITAL

Automated Water Top up System, Gulfview Heights Lake	\$10,000
Daniel Avenue Stormwater Pump Station Replacement	\$53,321

TOTAL **\$488,321**

NB: If parts 1, 2 & 3 of this recommendation are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of \$37,810,508.

4. Approves the allocation of funding for the following **discretionary** net bids:

OPERATING

Animal Relocations	\$25,000
Mosquito Control	\$15,500
Strategic Development Projects - Investigations Expenditure	\$54,663

CAPITAL

Confidential Item 1	\$400,000
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TOTAL **\$495,163**

NB: If parts 1, 2, 3 & 4 of this recommendation are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of \$37,898,945.

5. Approves the following transfers:

Confidential Item 2	\$35,000
Consulting Funds Transfer	\$54,000
Short Term Position Transfer from Economic Development & Urban Policy to Business Excellence	\$77,700
Salisbury Fringe Carnival February 2022	\$14,000
Transfer Between Salisbury Oval Master Plan and Local Roads and Community Infrastructure (LRCI) Phase 3 to Support the Delivery of the Indoor Community Cricket Training Facility	\$150,000
Transfer Budget from Vandalism to Maintenance Public Toilets	\$40,000
Transfer to Operations Centre Upgrade to Offset Latent Conditions	\$151,000
Transfer Youth Sponsorship to Community Grants	\$40,000

NB: If parts 1, 2, 3, 4 & 5 of this recommendation are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of \$37,898,945.

6. Approves the variation of Loan Borrowings to reflect the bids and transfers approved by Council detailed in parts 1 to 5 of this recommendation.

(NB: If parts 1 to 6 of this recommendation are moved as recommended, loan borrowings in 2021/22 will increase by \$691,684)

CARRIED

QUESTIONS ON NOTICE

There were no Questions on Notice.

MOTIONS ON NOTICE

There were no Motions on Notice.

OTHER BUSINES

There were no Other Business Items.

The meeting closed at 6:47pm.

CHAIRMAN.....

DATE.....