

*Please note that the audio of this public meeting will be recorded and published on Council's website where it will be available for 3 months, in accordance with Council's decision*



## **AGENDA**

**FOR COUNCIL MEETING TO BE HELD ON**

**27 JUNE 2022 AT 6.30 PM**

**IN THE COUNCIL CHAMBER, 34 CHURCH STREET, SALISBURY**

### **MEMBERS**

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

### **REQUIRED STAFF**

Chief Executive Officer, Mr J Harry  
General Manager Business Excellence, Mr C Mansueto  
General Manager City Infrastructure, Mr J Devine  
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  
Governance Support Officer, Ms K Boyd



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# Council Meeting: 27 June 2022

## Index

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**Kaurna Acknowledgement** p9

**Prayer** p9

**Apologies** p9

**Leave of Absence** p9

**Public Question Time** p9

**Deputations** p9

DEP1 Climate Change Youth Forum Outcome

DEP2 Reduction of Proposed 2022/23 Council Rate Increase for Commercial and Industrial

**Presentation of Minutes** p10

Presentation of the Minutes of the Council meeting held 23 May 2022 (see p.139)

Presentation of the Minutes of the Special Council meeting held 14 June 2022 (see p.174)

**Petitions**

*No Petitions have been received.*

## Committee Reports

### **Policy and Planning Committee: 20 June 2022**

**p11**

**Chair: Cr C Buchanan**

- 1.0.1 Future Reports for the Policy and Planning Committee
- 1.2.1 Recommendations of the Youth Council Sub Committee meeting held 15 June 2022:
  - YC1 Future Reports for the Youth Council Sub Committee
  - YC2 Youth Council Projects 2022 Update
  - YC3 Youth Programs and Events Update June 2022
  - YC4 Twelve25 Employment Offering Update
  - YC5 Youth Council Membership

### **Finance and Corporate Services Committee: 14 June 2022**

**p13**

**Chair: Cr D Proleta**

- 2.0.1 Future Reports for the Finance and Corporate Services Committee
- 2.1.1 Globe Derby Community Club 2022/23 Separate Rate
- 2.1.2 NAWMA (Northern Adelaide Waste Management Authority) Second Quarter Budget Review 2021/2022
- 2.1.3 NAWMA (Northern Adelaide Waste Management Authority) Third Quarter Budget Review 2021/2022
- 2.1.4 NAWMA Draft 2022/2023 Budget
- 2.1.5 2022/23 Long Term Financial Plan and Annual Business Plan and Budget Public Consultation Report
- 2.1.6 Budget Update
- 2.1.7 Rating Strategy 2022/23
- 2.1.8 Valuer General's Revaluation Initiative General Rate Capping Policy

### **Governance and Compliance Committee: 20 June 2022**

**p17**

**Chair: Cr J Woodman**

- 3.0.1 Future Reports for the Governance and Compliance Committee
- 3.1.1 2022 Local Government Association Annual General Meeting – Proposed Items of Business
- 3.1.2 By-Laws Review 2022
- 3.2.1 Community Compliance Resources
- 3.2.2 Summary Report for Attendance at Training and Development Activity – Leading Public Sector Change Initiatives

### **Urban Services Committee: 20 June 2022**

**p21**

**Deputy Chair: Cr D Hood**

- 4.0.1 Recommendations of the Tree Management Appeals Sub Committee meeting held on 14 June 2022
  - TMASC2 Tree Removal Requests – Monthly Update for April 2022
  - TMASC-MWON6 Tree Screen – Kings Road
- 4.0.2 Future Reports for the Urban Services Committee
- 4.1.1 Salisbury Oval Security
- 4.1.2 Doggy Bin Locations
- 4.1.3 Recycled Water Supply to Reactivated Reserves
- 4.1.4 New Public Toilets – Mawson Lakes

- 
- 4.1.5 Kitchen Caddy – Liner Options
  - 4.1.6 Playground Asset Renewal – Consultation Outcomes
  - 4.1.7 Salisbury United Football Club, Burton Park – Request for Council Endorsement of New Lease
  - 4.1.8 Proposed license to North City Panthers for use of Creaser Park, Parafield Gardens, for training purposes
  - 4.1.9 NAWMA Draft Annual Business Plan 2022/2023
  - 4.1.10 New Grant Funding for Infrastructure Projects
  - 4.1.11 Safety of Trucks Using Target Hill Road
  - 4.2.1 Capital Works Program Monthly Report – May 2022 Update
  - 4.2.2 Research Road Joint Animal Pound Facility Update

**Community Wellbeing and Sport Committee: 21 June 2022**

**p29**

***Chair: Cr A Duncan***

- 5.0.1 Future Reports for the Community Wellbeing and Sport Committee
- 5.1.1 Minor Capital Works Grant Program – Salisbury United Soccer Club Incorporated
- 5.1.2 Minor Capital Works Grant Program – Globe Derby Equestrian Centre
- 5.1.3 Minor Capital Works Program – Salisbury Villa Sports and Social Club Application
- 5.2.1 Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship
- 5.2.2 Bridgestone Athletic Centre – Display of Club Memorabilia
- 5.2.3 Salisbury Community Markets – Budget Bid OOPN000831
- 5.2.4 Youth Sponsorship Applications – June 2022

**Innovation and Business Development Committee: 21 June 2022**

**p33**

***Chair: Cr K Grenfell***

- 6.0.1 Future Reports for the Innovation and Business Development Committee
- 6.1.1 Covid-19 Small Business Grant Applications Review
- 6.1.2 Community Bus Evaluation Report  
  - \*\*see Further Information Report 6.1.2FI – Community Bus Evaluation Report*
- 6.2.1 Community Requests – Response Dashboard

**p35**

**Audit and Risk Committee**

*No Audit and Risk Committee meeting held in June 2022*

**Council Assessment Panel**

Council to note the Minutes of the Council Assessment Panel meeting held on 24 May 2022

**CEO Review Committee**

***Chair: Mayor G Aldridge***

*No CEO Review Committee meeting was held in June 2022.*

## General Business Reports

|     |   |     |
|-----|---|-----|
| GB1 | Budget Status Report  | p39 |
| GB2 | Adoption of the Long Term Financial Plan and Annual Business Plan,<br>Budget and Declaration of Rates | p51 |
| GB3 | Declaration of Globe Derby Community Club Separate Rate   | p75 |
| GB4 | Declaration of The Green Adelaide Board Regional Landscape Levy (RLL)<br>Separate Rate                | p79 |
| GB5 | Declaration of Salisbury Business Association Separate Rate   | p81 |
| GB6 | Community Grant 55/2022: Para Hills Cricket Club  | p85 |

## Mayor's Diary Report p127

## Reports from Council Representatives

### Questions on Notice

*There are no Questions on Notice*

### Questions Without Notice

## Motions on Notice p132

|      |  |
|------|--|
| MON1 | Local Flooding in Paralowie            |
| MON2 | Speeding in Caloundra Drive, Paralowie |

### Motions Without Notice

## Other Business

**Policy and Planning Committee: 20 June 2022***Chair: Cr C Buchanan*

1.4.1 Potential Land Ownership Transfer

**Finance and Corporate Services Committee: 14 June 2022***Chair: Cr D Proleta*

2.4.1 Belgravia Leisure Fees and Charges 2022/23

**Governance and Compliance Committee: 20 June 2022***Chair: Cr J Woodman*3.4.1 Audit and Risk Committee Membership – Appointment of  
Independent Members**Community Wellbeing and Sport Committee: 21 June 2022***Chair: Cr A Duncan*5.1.3 Minor Capital Works Grant Program – Ingle Farm Sporting Club  
Incorporated**General Business**

C1 Request for Extension of Confidentiality Orders



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## KAURNA ACKNOWLEDGEMENT

*The City of Salisbury acknowledges that we are meeting on the traditional Country of the Kurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kurna people living today.*

## PRAYER

*Father in heaven*

*We thank you for the wondrous resources of our City, for its people, its environment and its sense of community.*

*We thank you for the opportunity to now deliberate over how best to help our community.*

*Please bless that we will respect one another and that we will all do our best to make decisions that will help our community to grow and prosper.*

*Bless our efforts this day in God's name.*

*Amen.*

## APOLOGIES

## LEAVE OF ABSENCE

## PUBLIC QUESTION TIME

## DEPUTATIONS

### **DEP1 Deputation: Climate Change Youth Forum Outcome**

Emily Williams, member of the City of Salisbury Youth Council Sub Committee will be in attendance to address Council regarding outcomes from a recent Climate Change Youth Forum.

### **DEP2 Deputation: Reduction of Proposed 2022/23 Council Rate Increase for Commercial and Industrial**

Mr David Waylen, Executive Officer of the Salisbury Business Association Inc. will be in attendance to address the recommendations of the 14 June 2022 Finance and Corporate Services Committee, specifically item 2.1.7 – Rating Strategy 2022/23.

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## **PRESENTATION OF MINUTES**

Presentation of the Minutes of the Council Meeting held on 23 May 2022 (*see p.142*).

Presentation of the Minutes of the Special Council Meeting held on 14 June 2022 (*see p.177*)

## **PETITIONS**

No Petitions have been received.

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## COMMITTEE REPORTS

### 1 Policy and Planning Committee Meeting

*Chairman - Cr C Buchanan*

Consideration of the minutes of the Policy and Planning Committee Meeting - 20 June 2022 and adoption of recommendations in relation to item numbers:

#### *Administration*

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

It is recommended to Council:

That Council:

1. Notes the report.

#### *For Information*

##### **1.2.1 Recommendations of the Youth Council Sub Committee meeting held on Wednesday 15 June 2022**

It is recommended to Council:

That Council:

Receives and notes the information contained in the Youth Council Sub Committee minutes of the meeting held on 15 June 2022 with respect to the following recommendations contained therein to be adopted by Council:

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

It is recommended to Council:

That Council:

1. Notes the report.

##### **1.2.1-YC2 Youth Council Projects 2022 Update**

It is recommended to Council:

That Council:

1. Notes the information.

##### **1.2.1-YC3 Youth Programs and Events Update June 2022**

It is recommended to Council:

That Council:

1. Notes the report.

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### **1.2.1-YC4 Twelve25 Employment Offering Update**

It is recommended to Council:

That Council:

1. Approves the changes to the Youth Employment and Business Start-up Programs as set out in paragraph 4.4 and 4.5 of this report (Youth Council Sub Committee, 15 June 2022, item YC3); and
2. Notes that an outcomes-based approach in delivering future youth employment programs will enable these programs to be flexible to meet the needs of young people and emerging trends within the City of Salisbury.

### **1.2.1-YC5 Youth Council Membership**

It is recommended to Council:

That Council:

1. Approves the extension of Nicolette Nedelcev's membership as Youth Council Mentor until 31 December 2022.

### ***Confidential Items***

***Refer to CONFIDENTIAL ITEMS section of Council Agenda***

#### **1.4.1 Potential Land Ownership Transfer**

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## **2 Finance and Corporate Services Committee Meeting**

### ***Chairman - Cr D Proleta***

Consideration of the minutes of the Finance and Corporate Services Committee Meeting - 14 June 2022 and adoption of recommendations in relation to item numbers:

### ***Administration***

#### **2.0.1 Future Reports for the Finance and Corporate Services Committee**

It is recommended to Council:

##### That Council:

1. Notes the report.

### ***For Decision***

#### **2.1.1 Globe Derby Community Club 2022/23 Separate Rate**

It is recommended to Council:

##### That Council:

1. Approves in principle, the proposed separate rate of \$150 per share in common land, 63 shares in total, in the relevant area for the Globe Derby Community Club for 2022/23, noting that a formal resolution be brought forward to the June 2022 Council meeting for adoption of the rate.

#### **2.1.2 NAWMA (Northern Adelaide Waste Management Authority) Second Quarter Budget Review 2021/2022**

It is recommended to Council:

##### That Council:

1. Approves the Second Quarter Budget Review of the Northern Adelaide Waste Management Authority as contained in Attachment 1 to this report (Item 2.1.2 Finance and Corporate Services Committee 14 June 2022).

#### **2.1.3 NAWMA (Northern Adelaide Waste Management Authority) Third Quarter Budget Review 2021/2022**

It is recommended to Council:

##### That Council:

1. Approves the Third Quarter Budget Review of the Northern Adelaide Waste Management Authority as contained in Attachment 1 to this report (Item 2.1.3 Finance and Corporate Services Committee 14 June 2022).

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#### **2.1.4 NAWMA Draft 2022/2023 Budget**

It is recommended to Council:

That Council:

1. Notes the information regarding the draft 2022/2023 NAWMA Budget.
2. Endorses the draft NAWMA 2022/23 Budget.

#### **2.1.5 2022/23 Long Term Financial Plan and Annual Business Plan and Budget Public Consultation Report**

It is recommended to Council:

That Council:

1. Notes 2022/23 Draft Long Term Financial Plan and Annual Business Plan and Budget Public Consultation Report.
2. Approves the draft responses to the 2022/23 Long Term Financial Plan and Annual Business Plan and Budget consultation submissions as contained in Attachment 1 to this report (Item 2.1.5 Finance and Corporate Services Committee, 14 June 2022).

#### **2.1.6 Budget Update**

It is recommended to Council:

That Council:

1. Approves the Consolidated Budget Summary and Proposed Budget Adjustments to the Consolidated Summary as contained in Attachments 1 and 2 to this report (Item 2.1.6 Finance and Corporate Services Committee, 14 June 2022).
2. Approves the changes to Infrastructure budget bids:
  - STN000921 Hausler Reserve, Paralowie, Stage 2 Upgrade \$1,000k – brought forward as per Council Resolution 1288/2022 (Paragraph 3.2 and Attachment 3).
3. Approves new and updated operating budget bids:
  - OPN000857 Little Para Catchment Native Forest \$60k – increased as a result of operational costs for the maintenance of new plantings (Paragraph 3.3.1 and Attachment 4), and reclassified to the operating category.
  - OPN000959 Community Bus \$100k – funding for a further six months to continue the community bus service in the western part of the City of Salisbury (Paragraph 3.3.2 and Attachment 5).
  - ITN000961 Business Transformation Operating Funds \$100k – funding to support the Business Transformation program (Paragraph 3.3.3 and Attachment 6).

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4. Approves the removal of budget bid:
    - OPN000957 Northern Health and Wellbeing Precinct Contribution \$10k – with this item funded as a 2021/22 Third Quarter Budget Review bid (Council Resolution 1338/2022) (Paragraph 3.4 and Attachment 7).
  5. Approves the inclusion of:
    - TRN000830 Staff Capitalisation Overhead \$3,084k – capital component of non-direct roles (Paragraph 3.5 and Attachment 8).

#### **2.1.7 Rating Strategy 2022/23**

It is recommended to Council:

That Council:

1. Notes the recommendation.
2. That the Finance and Corporate Services Committee approves a rate increase based on 3.5% average increase of residential rates and a 3.9% increase for Commercial and Industrial, and a 30% differential on the residential rate be applied to vacant land, as the basis for setting rates in 2022/23.

#### **2.1.8 Valuer General's Revaluation Initiative General Rate Capping Policy**

It is recommended to Council:

That Council:

1. Adopts the Valuer General's Revaluation Initiative General Rate Capping Policy as set out in section 1.1.11 of this report, (Item 2.1.8 Valuer General's Revaluation Initiative General Rate Capping Policy Finance and Corporate Services Committee 14 June 2022) to apply for 2022/23.
2. Approves that ratepayers impacted by the Revaluation Initiative that are assessed as being in financial hardship in accordance with the Financial Hardship policy will have a cap applied consistent with section 1.1.11 of this report, (Item 2.1.8 Valuer General's Revaluation Initiative General Rate Capping Policy Finance and Corporate Services Committee 14 June 2022) but at a level of 20% for the 2022/23 financial year.

***Confidential***

***Refer to CONFIDENTIAL ITEMS section of Council Agenda***

#### **2.4.1 Belgravia Leisure Fees & Charges 2022-23**



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### **3 Governance and Compliance Committee Meeting**

*Chairman - Cr J Woodman*

Consideration of the minutes of the Governance and Compliance Committee Meeting - 20 June 2022 and adoption of recommendations in relation to item numbers:

#### ***Administration***

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

It is recommended to Council:

That Council:

1. Notes the report.

#### ***For Decision***

##### **3.1.1 2022 Local Government Association Annual General Meeting - proposed Items of Business**

It is recommended to Council:

That Council:

1. Notes the report.

##### **3.1.2 By-Laws Review 2022**

It is recommended to Council:

That Council:

1. Makes the following By-Laws in exercise of the powers contained in the *Local Government Act 1999*, as presented in Attachments 4 through to 9 to this report (Governance and Compliance Committee 20/06/2022, Item No. 3.1.2) and as listed below, in the presence of at least two thirds of its members and by absolute majority supporting vote:
  - a. Permits and Penalties By-Law 2022 - By-Law No.1 of 2022.
  - b. Moveable Signs By-Law 2022 - By-Law No. 2 of 2022.
  - c. Roads By-Law 2022 - By-Law No.3 of 2022.
  - d. Local Government Land By-Law 2022 - By-Law No.4 of 2022.
  - e. Dogs By-Law 2022 - By-Law No.5 of 2022.
  - f. Waste Management By-Law 2022 - By-Law No. 6 of 2022.
2. Notes that, in making the By-Laws, it has considered and had regard to:
  - a. the submission from the Dog and Cat Management Board in respect of the Dogs By-Law 2022;
  - b. the fact that no submissions were received from members of the public in relation to the By-Laws;

- 
- c. the National Competition Policy Reports prepared in respect of each of the By-Laws; and
    - d. the Certificates of Validity provided by the Council's legal practitioner in respect of each of the By-Laws.
  3. Authorises the Chief Executive Officer (or Delegate) undertaking the necessary administrative requirements associated with the making of the By-Laws, including:
    - a. The signing the By-Laws, as made by Council.
    - b. Publishing copies of the By-Laws in the Government Gazette.
    - c. Publishing a notice of the making of the By-Laws in a newspaper circulating in the Council's area.
    - d. Delivering the By-Laws, the Reports to the Legislative Review Committee and other associated necessary documentation to the Legislative Review Committee within six Parliamentary sitting days of the By-Laws being made.
  4. Notes that a further report will be prepared and presented to Council regarding the setting of expiation fees and the making of delegations under the By-Laws, prior to the By-Laws commencement date.

### ***For Information***

#### **3.2.1 Community Compliance Resources**

It is recommended to Council:

That Council:

1. Notes that Council's Community Compliance Services team will:
  - a. focus existing resources on higher risk activities over the next 12 - 24 months.
  - b. increase educational programs to encourage voluntary compliance in the area of school parking and dog registrations.
2. Approves a report on the Community Compliance resources and outcomes be presented to Council by 30 November 2023 to enable consideration of required resource demands without the impacts of COVID-19 on both staff and the community.

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### **3.2.2 Summary Report for Attendance at Training and Development Activity - Leading Public Sector Change Initiatives**

It is recommended to Council:

That Council:

1. Notes the summary report from Cr Henningsen for her online attendance at the 'Leading Public Sector Change Initiatives and Managing Negative Public Sentiments' seminar held on 9 – 11 March 2022.

*Confidential*

*Refer to CONFIDENTIAL ITEMS section of Council Agenda*

### **3.4.1 Audit and Risk Committee Membership - Appointment of Independent Members**



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## **4 Urban Services Committee Meeting**

*Chairman - Cr L Braun*

Consideration of the minutes of the Urban Services Committee Meeting - 20 June 2022 and adoption of recommendations in relation to item numbers:

### ***Administration***

#### **4.0.1 Recommendations of the Tree Management Appeals Sub Committee meeting held on Tuesday 14 June 2022**

It is recommended to Council:

##### That Council:

Receives and notes the information contained in the Tree Management Appeals Sub Committee minutes of the meeting held on 14 June 2022 with respect to the following recommendations contained therein to be adopted by Council:

#### **4.0.1-TMASC2 Tree Removal Requests - Monthly Update for April 2022**

It is recommended to Council:

##### That Council:

1. Notes the report.
2. Tree Management Appeals Sub Committee recommends that the following assessments by the Asset Management Team proceed to appeal:
  - Paralowie - Side 1 Bartlett Avenue – 2 outer trees – Winston Avenue
  - Paralowie - 53 Vincent Road
  - Paralowie – rear 14 Mullen Court – shrubs/trees on Tobin Way at rear of property.

#### **TMASC-MWON6 Tree Screen – Kings Road**

It is recommended to Council:

##### That Council:

1. Notes the correspondence received from Chief Executive Officer Department for Infrastructure and Transport in regards to the Kings Road widening and our request for consideration of the tree screen to be removed.
2. Request staff to provide a further report to the Tree Management Appeals Sub Committee for the July 2022 meeting advising on further options to address the tree screen including the proposed tree assessment and action plan.

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#### **4.0.2 Future Reports for the Urban Services Committee**

It is recommended to Council:

That Council:

1. Notes the report.

#### ***For Decision***

##### **4.1.1 Salisbury Oval Security**

It is recommended to Council:

That Council:

1. Notes that the Administration will continue to work with and advocate to the South Australian Police, social support networks, community and cultural organisations to address the underlying social and health challenges associated with the anti-social behaviours and alcohol consumption occurring at the Salisbury Oval and surrounding area.
2. Approves that Brown Terrace playground and environs as shown in the attached plan – (Attachment 3 Brown Terrace Playground and Environs, Item 4.1.1, Salisbury Oval Security, Urban Services Committee, 20 June 2022) is closed between 10pm and 6am, and will be an alcohol-free area under By-Law 4 from 1 July 2022, as follows:
  - a. Pursuant to clause 7 of City of Salisbury By-Law 4 - Local Government Land, the local government land known as Brown Terrace playground and environs, as shown in the attached plan (Attachment 3 Brown Terrace Playground and Environs, Item 4.1.1, Salisbury Oval Security, Urban Services Committee, 20 June 2022) is closed to public access and use for any activity, other than commuting and travelling across the land, between 10pm and 6am inclusive (penalties may apply). The period of restricted access shall begin on 1 July 2022 and remain in force until further notice.
  - b. Pursuant to Section 238 of the *Local Government Act 1999*, a sign or signs shall be erected in a prominent position(s) in the immediate vicinity of the local government land known as Brown Terrace Playground and Environs, as shown in the attached plan to notify all attendees and members of the community that the land is closed to public access between 10pm and 6am for use for any activity other than commuting and travelling across the land.
  - c. Pursuant to clause 9.2 of City of Salisbury By-Law 4 - Local Government Land, a person must not without the permission of the Council, consume, carry or be in possession or in charge of any liquor on Local Government Land comprising parks or reserves to which the Council has determined this paragraph applies, namely the local government land known as Brown Terrace playground and environs as shown in the attached plan (Attachment 3 Brown Terrace Playground and Environs, Item 4.1.1, Salisbury Oval Security, Urban Services Committee, 20 June 2022), and this restriction shall begin on 1 July 2022 and remain in force until further notice.

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- d. Pursuant to Section 238 of the *Local Government Act 1999* a sign or signs shall be erected in a prominent position(s) in the immediate vicinity of the local government land known as Brown Terrace playground and environs (Attachment 3 Brown Terrace Playground and Environs, Item 4.1.1, Salisbury Oval Security, 20 June 2022) to notify all attendees and members of the community that a person must not without the permission of the Council, consume, carry or be in possession or in charge of any liquor on Local Government Land comprising parks or reserves to which the Council has determined this paragraph applies, namely the local government land known as Brown Terrace Playground and Environs (as shown in the attached plan).
  3. That staff bring back a further report with options and costs to install permanent CCTV at Salisbury Oval to the July 2022 Council meeting.

#### **4.1.2 Doggy Bin Locations**

It is recommended to Council:

That Council:

1. Approves that new installations of dog waste bag dispensers be completed, in the next three months as part of maintenance activities, as per 3.16 (1) and 3.16 (2) in the report and Walkley Heights corridor near Elms Lane, as well as Pauls Drive and the reserve on The Boulevard, Parafield Gardens
2. Notes that a report on the review of provision and management of dog waste bag dispensers and bags across the City be brought back to Council once alternatives to the current single use plastic bag and dispenser systems are identified.

#### **4.1.3 Recycled Water Supply to Reactivated Reserves**

It is recommended to Council:

That Council:

1. Notes the report

#### **4.1.4 New Public Toilets, Mawson Lakes**

It is recommended to Council:

That Council:

1. Approves that no additional toilet facilities be provided around Sir Douglas Mawson Lakes.
2. Approves the installation of additional signage, (near the corner of Mawson Lakes Boulevard and the Promenade) alerting the community to the available public facilities.
3. Notes that a refurbishment of the Mobara Public Toilets is likely to occur over the next two to four years.

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#### **4.1.5 Kitchen Caddy - Liner Options**

It is recommended to Council:

That Council:

1. Notes the proposed changes to budget bid OPN000904, based on updated information and current circumstances as included in the report (Item 4.1.5 – Kitchen Caddy – Liner Options, Urban Services Committee, 20 June 2022).
2. Approves for the financial implications of the change in OPN000904 Greenwaste Kitchen Caddies to be reflected in the 2022/23 revised budget through the inclusion of this change as a non-discretionary item in the 2021/22 Carry Forwards Report.

#### **4.1.6 Playground Asset Renewal - Consultation Outcomes**

It is recommended to Council:

That Council:

1. Notes the outcomes of the consultation as included within this report (Item 4.1.6 – Playground Asset Renewal – Consultation Outcomes, Urban Services Committee, 20 June 2022).
2. Approves for the following playgrounds to proceed to detailed design and construction incorporating the feedback provided through the consultation:
  - a. Barker Gully Reserve, Gulfview Heights
  - b. Carney Close Reserve, Salisbury Plain
  - c. Middleton Green Reserve, Salisbury
  - d. Peppercorn Circuit Reserve, Mawson Lakes
  - e. Yalumba Drive Reserve, Paralowie
  - f. Camelot Drive Reserve, Paralowie
3. Approves Kingswood Crescent Reserve, Paralowie proceed to detailed design and construction incorporating the feedback provided from consultation and residents of Caulfield Crescent, Paralowie to the Policy and Planning Committee, 20 June 2022,
  - (a) amend the proposed carparking at Caulfield Crescent to five parallel carparks, and
  - (b) notify the residents of this resolution.

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#### **4.1.7 Salisbury United Football Club, Burton Park - Request for Council Endorsement of New Lease**

It is recommended to Council:

That Council:

1. Authorises the Manager Property and Buildings to enter into a new lease with the Salisbury United Soccer Club for the Burton Park Soccer Centre on the following terms and conditions:
  - a. For the period commencing 1<sup>st</sup> June 2022 and expiring 30<sup>th</sup> September 2023;
  - b. At a commencing rent of \$970.89 inclusive of GST per calendar month which is in line with Council's Club Fee Policy; and
  - c. On the same terms and conditions as are outlined in the existing agreement which has previously been approved by Council.

#### **4.1.8 Proposed License to North City Panthers for use of Creaser Park, Parafield Gardens for training purposes**

It is recommended to Council:

That Council:

1. Authorises the Manager Property and Buildings to enter into a licence with the North City Panthers for use of the clubrooms, reserve and the adjacent toilet block at Creaser Park, Parafield Gardens on the following terms and conditions:
  - a. That the Panthers recognise that this is a training facility only, for use during approved times as agreed between the club and Council staff. Council reserves the right to make use of the licence entire facility when not being used by the Panthers at no cost to Council.
  - b. That a clause be incorporated into this agreement compelling the Panthers to make the facility available to sub-licensees, as an overflow or for casual hire when not in use by the Panthers, with all such arrangements to be approved by staff. Any costs, fees and charges are to be negotiated between the parties on a user-pays basis to ensure that the Panthers are not financially disadvantaged. The Panthers may enter into such an arrangement regardless of whether or not the proposed use is during their designated time of use; alternatively, the casual hire may be referred to Council staff to manage via the Casual Hire booking system. The Panthers are to consult with Council staff to ensure that this does not clash with any proposed use by the City of Salisbury.
  - c. Council reserves the right to use this facility at its discretion, either by Council or third-party users under the direction of staff at no charge to Council. During these times, Council may seek to have temporary exclusive use of the entire facility. The Panthers shall not unreasonably withhold consent to such an arrangement.

- 
- d. That all relevant terms, fees and charges be applied in line with Council's Club Fee Policy, Council's Sub-Licence Approval Policy, or the Fees and Charges for Hire of Council Facilities contained within Council's Reserve Hire Application booklet as may be appropriate.
  - e. That the licence offered to the Panthers fall in line with Council's current Sporting and Community Club Lease, which was approved by Council at its meeting held on 28<sup>th</sup> May 2018 (resolution number 2516/2018). However, this agreement is to be a license as opposed to a lease, clearly stating that the Panthers do not retain exclusive use over the facility and are obliged to share the premises with other users. Ongoing use by the Panthers and suitability as an overflow facility for use by other clubs as may be required shall be reviewed prior to the expiry of the agreement on 30<sup>th</sup> September 2023.
2. Notes that Creaser Park, Parafield Gardens is to be used for training purposes only, and not to be declared as a principal clubroom or venue at competition level. This stipulation shall form part of the license agreement to be entered into between the Panthers and the City of Salisbury.

#### **4.1.9 NAWMA Draft Annual Business Plan 2022/2023**

It is recommended to Council:

That Council:

1. Notes the information provided regarding NAWMA's Draft Annual Business Plan 2022/23.
2. Endorses the Northern Adelaide Waste Management Authority (NAWMA) Draft Annual Business Plan 2022/23, as provided in Attachment 1 to this report.

#### **4.1.10 New Grant Funding for Infrastructure Projects**

It is recommended to Council:

That Council:

1. Notes that information has been sent from the Department for Infrastructure and Transport and the Office for Recreation, Sport and Racing in relation to new grant funding opportunities as a result of the 2022 state election.
2. Approves the submission of grant funding applications to the Department for Infrastructure and Transport associated with the 2022 state election to the value of \$2,575,000, with this to be formally included within the 2022/23 Second Quarter Budget Review to reflect the agreed grant value.
3. Approves the submission of grant funding applications to the Office for Recreation, Sport and Racing associated with the 2022 state election to the value of \$2,030,000, with this to be formally included within the 2022/23 Second Quarter Non-discretionary Budget Review to reflect the agreed grant value.
4. Approves a 2022/23 Second Quarter Non-discretionary Budget Review Bid of \$1.1M for the delivery of the full range of grant related projects stated in paragraphs 4.2.2 and 4.2.4 of the report (Item 4.1.10 – New Grant Funding for Infrastructure Projects – Urban Services Committee, 20 June 2022).

- 
5. Authorises the Chief Executive Officer to distribute the \$1.1M across the grant related projects stated in paragraphs 4.2.2 and 4.2.4 of the report (Item 4.1.10 – New Grant Funding for Infrastructure Projects – Urban Services Committee, 20 June 2022) with these allocations to be summarised within the following Quarterly Budget Review.
  6. Approves that the CEO, or delegate, be authorised to proceed to tender, enter into negotiations, award and deliver the new grant projects subject to Council’s approval of the associated 2022/23 Non-discretionary Second Quarter Budget Review Bids as defined within the report (Item 4.1.10 – New Grant Funding for Infrastructure Projects – Urban Services Committee, 20 June 2022).
  7. Notes that any additional costs associated with the \$650,000 grant funding application for Rowe Park Lower, Ingle Farm is not included in the \$1.1M 2022/23 Non-discretionary Second Quarter Budget Review Bids as defined within the report (Item 4.1.10 – New Grant Funding for Infrastructure Projects – Urban Services Committee, 20 June 2022).
  8. Notes the \$300,000 grant funding identified by Department for Infrastructure and Transport, to deliver the internal carpark works at Salisbury East High School, will be redirected to Department for Education.

#### **4.1.11 Safety of Trucks Using Target Hill Road**

It is recommended to Council:

That Council:

1. Approves that a review of the signage and local area traffic management for Target Hill Road be included in the Salisbury Heights Local Traffic Management Review to be undertaken in conjunction with Department of Infrastructure and Transport as planning and designs for the upgrade to Green Valley Drive / Grove Way and Stanford Road / Grove Way Intersections are completed.

#### ***For Information***

#### **4.2.1 Capital Works Program Monthly Report - May 2022 Update**

It is recommended to Council:

That Council:

1. Notes the report.

#### **4.2.2 Research Road Joint Animal Pound Facility Update**

It is recommended to Council:

That Council:

1. Notes the report.



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## **5 Community Wellbeing and Sport Committee Meeting**

*Chairman - Cr A Duncan*

Consideration of the minutes of the Community Wellbeing and Sport Committee Meeting - 21 June 2022 and adoption of recommendations in relation to item numbers:

*Administration*

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

It is recommended to Council:

That Council:

1. Notes the report.

*For Decision*

### **5.1.1 Minor Capital Works Grant Program - Salisbury United Soccer Club Incorporated**

It is recommended to Council:

That Council:

1. Approves the allocation of funding from the 2021/22 Minor Capital Works Grant Program budget as follows:
  - a. The Salisbury United Soccer Club Incorporated in the amount of \$50,000 for the installation of an equipment shed with a verandah to the facility at Burton Park - Burton, with any additional costs to be funded by the Salisbury United Soccer Club Incorporated as per the funding agreement.

### **5.1.2 Minor Capital Works Grant Program - Globe Derby Equestrian Centre**

It is recommended to Council:

That Council:

1. Approves the allocation of funding from the 2021/22 Minor Capital Works Grant Program budget as follows;
  - a. The Riding for the Disabled Association SA Incorporated in the amount of \$50,000 for the installation of steel posts and gates with Bounce Back wire reinforced rails and kickbox at the facility located at Globe Derby Equestrian Centre, Corner of Ryans and Whites Road, Globe Derby Park contingent on approval of variation of Development Application, by the City of Salisbury Building Team.

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### **5.1.3 Minor Capital Works Program - Salisbury Villa Sports and Social Club Application**

It is recommended to Council:

That Council:

1. Approves the allocation of funding from the 2021/22 Minor Capital Works Grant Program budget as follows:
  - a. The Salisbury Villa Sports and Social Club Incorporated in the amount of \$50,000 for the installation of an outdoor BBQ area to the facility at Reg Groth Reserve - Salisbury Downs, as an addition to the current building renewal program. Any additional costs to be funded by the Salisbury Villa Sports and Social Club Incorporated as per the funding agreement.

***For Information***

### **5.2.1 Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship**

It is recommended to Council:

That Council:

1. Approve awarding the following Phoebe Wanganeen Scholarships to:
  - a. Jake Hanson for the three-year University Scholarship to support his studies for Bachelor of Human Movement/ Masters of Teaching at UniSA.
  - b. Zoe Kopp for the one-year TAFE Scholarship for the Diploma of Screen and Media (specialist make-up services).
2. Approve, in the absence of a second applicant for the TAFE/RTO category, awarding Latishamarie Francis a \$1,000 Scholarship for one year.
3. Approve, from 2023, increasing Scholarship values to \$3,000 for the University category and \$1,500 for the TAFE/RTO category of the Phoebe Wanganeen Scholarship, recognising that these values have not been increased since the program's inception.
4. Approve, from 2023, modifying the Scholarship Guidelines to strengthen accountability by requiring recipients to provide evidence of receipts of how the Scholarship payments were used, or to provide a Justice of the Peace certified declaration that Scholarship funds have been used to support their studies.

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### **5.2.2 Bridgestone Athletics Centre - Display of Club Memorabilia**

It is recommended to Council:

That Council:

1. Notes that the Bridgestone Advisory Group and the agreed licence agreements for each club residing at the Bridgestone Athletics Facility provides a collaborative and transparent framework for managing the needs of the resident clubs, including the display of honour boards.

### **5.2.3 Salisbury Community Markets - Budget Bid OOPN000831**

It is recommended to Council:

That Council:

1. Notes the report.

### **5.2.4 Youth Sponsorship Applications - June 2022**

It is recommended to Council:

That Council:

1. Notes the report.
2. Approves the transfer of \$1,420 from Donations to Youth Sponsorship Grants to fund this shortfall.

### ***Confidential***

***Refer to CONFIDENTIAL ITEMS section of Council Agenda***

### **5.4.1 Minor Capital Works Grant Program - Ingle Farm Sporting Club Incorporated**



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## **6 Innovation and Business Development Committee Meeting**

### ***Chairman - Cr K Grenfell***

Consideration of the minutes of the Innovation and Business Development Committee Meeting - 21 June 2022 and adoption of recommendations in relation to item numbers:

### ***Administration***

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

It is recommended to Council:

That Council:

1. Notes the report.

### ***For Decision***

#### **6.1.1 Covid-19 Small Business Grant Applications Review**

It is recommended to Council:

That Council:

1. Approves the offering of Small Business Grants to City of Salisbury businesses as detailed in the report (Innovation and Business Development Committee, 21 June 2022, Item No. 6.1.1).
2. Authorises the Chief Executive Officer or delegate to make contractual arrangements with the recommended grant recipients.
3. Notes that a further report will be presented to Council by July 2022 on the allocation of unspent funds.

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### **6.1.2 Community Bus Evaluation Report**

**\*\*See Further Information Item 6.1.2FI**

It is recommended to Council:

That Council:

1. Approves the continuation of the Community Bus Service until the end of December 2022 as per Budget Bid number OPN 000959 (Attachment 3, Innovation and Business Development Committee, 21 June 2022, Item 6.1.2).
2. Notes the findings of the Community Bus Trial.
3. Approves the Mayor writing to the Minister for Infrastructure and Transport to share Council's findings of its bus trial and request the Government to fund additional bus routes for an improved public transport system in the western suburbs of the City of Salisbury as detailed in Council's Project Partnerships 2022 document (Project 11: Provide Accessible Services and Stronger Connections with Diverse Groups). Draft text is included as Attachment 4.
4. Council further considers the matter following receipt of the State Government's response as per Recommendation 3 of this report.

### **6.1.2FI Community Bus Evaluation Report (see p.35)**

It is recommended to Council that:

That Council:

1. Approves the continuation of the Community Bus Service until the end of December 2022 as per Budget Bid number OPN 000959 (Attachment 3, Innovation and Business Development Committee, 21 June 2022, Item 6.1.2).
2. Notes the findings of the Community Bus Trial.
3. Approves the Mayor writing to the Minister for Infrastructure and Transport to share Council's findings of its bus trial and request the Government to fund additional bus routes for an improved public transport system in the western suburbs of the City of Salisbury as detailed in Council's Project Partnerships 2022 document (Project 11: Provide Accessible Services and Stronger Connections with Diverse Groups). Draft text is included as Attachment 4.
4. Council further considers the matter following receipt of the State Government's response as per Recommendation 3 of this report.

***For Information***

### **6.2.1 Community Requests - Response Dashboard**

It is recommended to Council that:

That Council:

1. Notes the report.

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|                        |  |
|------------------------|--|
| <b>ITEM</b>            | <b>6.1.2FI</b>   |
|                        | <b>INNOVATION AND BUSINESS DEVELOPMENT COMMITTEE</b>   |
| <b>DATE</b>            | 21 June 2022   |
| <b>HEADING</b>         | <b>Community Bus Evaluation Report</b>   |
| <b>AUTHOR</b>          | Michelle Atkinson, Social Policy & Sport Planner, Community Development  |
| <b>CITY PLAN LINKS</b> | 1.2 The health and wellbeing of our community is a priority<br>4.2 We deliver quality outcomes that meet the needs of our community<br>4.4 We plan effectively to address community needs and identify new opportunities |
| <b>SUMMARY</b>         | This report outlines Council's financial commitment to the Community Bus since inception of the Community Bus Trial.   |

## **RECOMMENDATION**

### That Council:

1. Approves the continuation of the Community Bus Service until the end of December 2022 as per Budget Bid number OPN 000959 (Attachment 3, Innovation and Business Development Committee, 21 June 2022, Item 6.1.2).
2. Notes the findings of the Community Bus Trial.
3. Approves the Mayor writing to the Minister for Infrastructure and Transport to share Council's findings of its bus trial and request the State Government fund additional bus routes for an improved public transport system in the western suburbs of the City of Salisbury. As detailed in Council's Project Partnerships 2022 .
4. Council further considers the matter following receipt of the State Government's response as per Recommendation 3 of this report.

## **ATTACHMENTS**

There are no attachments to this report.

### **1. BACKGROUND**

- 1.1 An evaluation of the Community Bus Trial was considered by the Innovation and Business Development Committee on 21 June 2022. Additional information relating to the initiative's budget was requested.

### **2. CONSULTATION / COMMUNICATION**

- 2.1 Internal
  - 2.1.1 Business Excellence, Financial Services – Budget Bid Transaction List

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### 3. REPORT

3.1 The Budget approved for running the Community Bus Trial is as follows:

| <b>Council Meeting Date</b> | <b>Approved</b>   | <b>Amount</b>    |
|-----------------------------|---|------------------|
| 26 October 2020             | Council endorse a 6-month trial of a Community Bus Service and that a corresponding New Initiative Bid be developed by staff for consideration in the 21/22 Budget (OPN000713).   | \$68,000         |
| 20 December 2021            | Approves that a non-discretionary bid of \$42,000 is considered through the second quarter budget review process to cover the cost of increased passenger capacity and disability access for the Community Bus Trial as expressed by Council. | \$42,000         |
| 20 December 2021            | Approves a further non-discretionary bid of \$19,158 through the second quarter budget review process to cover the cost of providing additional services on Sundays for the remainder of the Community Bus Trial.                             | \$19,158         |
| 22 March 2022               | Approves that a non-discretionary bid of \$53,000 is considered through the Third Quarter Budget Review process to extend the Community Bus service for a further 3 months.   | \$53,000         |
|                             | <b>Total spent to date</b>  | <b>\$182,158</b> |
| 21 June 2022                | Approves the continuation of the Community Bus Service until the end of December 2022 as per Budget Bid number OPN 000959   | \$100,000        |
|                             | <b>Total after December 2022</b>  | <b>\$282,158</b> |

3.2 Costs include;

3.2.1 Bus service, including:

- Garaging
- Maintenance, registration, fuel, tyres, etc.
- Insurance
- Roadside Assist 24/7
- Continuity of service – back up vehicle/driver as required
- City of Salisbury Events (Community Hub Fringe and St Kilda Fun Day)

3.2.2 Branding – magnets for bus

3.2.3 Marketing – Brochures, paid social media, bus stop signs, QR codes etc.

3.2.4 Staff resources applied to the establishment and ongoing management of the trial are not included in the costs identified in paragraph 3.2.

### 4. CONCLUSION / PROPOSAL

4.1 To date, the delivery of the community bus service has cost \$182,158.

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## **7 Audit and Risk Committee**

*No Audit and Risk Committee meeting was held in June 2022*

## **8 Council Assessment Panel Meeting**

Council to note the minutes of the Council Assessment Panel Meeting held on 24 May 2022.

## **9 CEO Review Committee**

*No CEO Review Committee meeting was held in June 2022*



## GENERAL BUSINESS ITEMS

### GB1

### Budget Status Report

|                        |   |
|------------------------|---|
| <b>AUTHOR</b>          | Kate George, Manager Financial Services, Business Excellence  |
| <b>CITY PLAN LINKS</b> | 4.4 We plan effectively to address community needs and identify new opportunities<br>4.2 We deliver quality outcomes that meet the needs of our community                           |
| <b>SUMMARY</b>         | This report provides Council with an update on the Budget following the Finance and Corporate Services meeting on 14 June 2022 and provides for the endorsement of the Budget Bids. |

### RECOMMENDATION

#### That Council:

1. Notes the Consolidated Funding Summary 2022/23 as contained in Attachment 1 to this report (Item No. GB1, Council, 27/06/2022).
2. Notes the Proposed Adjustments to the Consolidated Funding Summary 2022/23 as contained in Attachment 2 to this report (Item No. GB1, Council, 27/06/2022)
3. Approves the Schedule of Budget Bids 2022/23 (4-year program) as contained in Attachment 3 to this report (Item No. GB1, Council, 27/06/2022).
4. Notes that the Long Term Financial Plan in years 3-10 reflect council's strategy of average rate increases of CPI+0.6%.
5. Approves for use in the Long Term Financial Plan a rate increase in year 2 of CPI+0.60%+*adjustment percentage*, with the *adjustment percentage* set to offset the impact of the 2022/23 final adopted average general rate increase compared with that used for public consultation, with the final adopted average general rate increase to be decided through consideration of Item No. GB2 Adoption of the Long Term Financial Plan and Annual Business Plan, Budget and Declaration of Rates, Council, 27/06/2022.
6. Notes the *adjustment percentage* is 0.11% based on Item No. GB2 Adoption of the Long Term Financial Plan and Annual Business Plan, Budget and Declaration of Rates, Council, 27/06/2022 as prepared for consideration of Council, and should an alternative decision be made with respect to the average general rate increase then the *adjustment percentage* will vary accordingly.

### ATTACHMENTS

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

1. Consolidated Funding Summary 2022/23
2. Proposed Adjustments to the Consolidated Funding Summary 2022/23
3. Schedule of Budget Bids 2022/23

## 1. BACKGROUND

- 1.1 At the Finance and Corporate Services Meeting held 14 June 2022, following the public consultation of the Annual Plan and Budget, it was recommended to proceed with an average rate increase of 3.9% for Council's consideration.

## 2. CONSULTATION / COMMUNICATION

### 2.1 Internal

- 2.1.1 The budget and annual plan has progressed through extensive internal processes with management, Executive and Council.

### 2.2 External

- 2.2.1 The budget and annual plan was available for public consultation in May 2021, and results of that consultation were reported to Council at the 14 June 2022 Finance and Corporate Services Committee.

## 3. REPORT

### 3.1 Rates Update

- 3.1.1 The table below summarises rating parameters and outcomes, reflecting the resolution at the Finance and Corporate Services Meeting 14/6/2022 with an average rate increase of 3.5% for residential, and an average 3.9% for commercial and industrial, with the formal declaration of rates being contained in General Business Item 6.2.

|   | <b>2021/22</b>  | <b>2022/23<br/>As resolved<br/>FACS 14/6/2022</b>                               |
|---|---|---|
| General Rate in \$  | 0.4217  | 0.3583  |
| Commerce/Industry Rate in \$  | 0.6345  | 0.6034  |
| Differential percentage – comm/industrial                             | 50.5%   | 68.4%   |
| Vacant Land Rate  | 0.5482  | 0.4658  |
| Differential percentage - vacant land                                 | 30%   | 30%   |
| Minimum Rate  | \$1,044   | \$1,081   |
| % of properties on minimum/HV Rem                                     | 23.5%   | 24.8%   |
| Average Residential Value   | \$338,200   | \$414,178   |
| Average Residential Rate  | \$1,426   | \$1,484   |
| Average Residential Increase (for properties not on the minimum rate) | 2.8%  | 3.5%  |
| Minimum Rate Increase (Residential & Vacant Land)                     | 2.8%  | 3.5%  |
| Rate Revenue Growth and Other Development Activity                    | 1.0%  | 0.89%   |
| Actual CPI (Adelaide) for the year ended 31 March                     | 1.2%  | 4.7%  |
| Total Rate Revenue  | \$105,611,362<br><i>(including<br/>Revaluation<br/>Initiative rate<br/>cap)</i> | \$111,190,664<br><i>(including<br/>Revaluation<br/>Initiative rate<br/>cap)</i> |

- 3.1.2 Since the Finance and Corporate Services Meeting 14 June 2022 we have further updated valuation data which has resulted in an improvement in the rate revenue of \$288k which is reflected in the table above. The status of rate revenue is further detailed in the table below:

|   |                      |
|---|----------------------|
| <b>Original Targeted Rate Revenue (per annual plan)</b>                                       | <b>\$111,405,839</b> |
| Lower Valuation Growth and Other Development Activity at 14/6/2022                            | (\$117,682)          |
| <b>Rate Revenue per 3.9% scenario FACS 14/6/2022</b>  | <b>\$111,288,157</b> |
| Lower Rate Revenue resulting from average rate increase for residential being reduced to 3.5% | (\$344,838)          |
| <b>Rate Revenue per 3.5% Residential and 3.9% Commercial and Industrial Scenario</b>          | <b>\$110,943,319</b> |
| Valuer General Revaluation Initiative Rate Cap (50%)  | (\$41,000)           |
| <b>Rate Revenue reflecting FACS recommendation to Council</b>                                 | <b>\$110,902,319</b> |
| Improved Valuation Growth and Other Development Activity at 27/6/2022                         | \$288,345            |
| <b>Budgeted Rates Revenue 2022/23</b>   | <b>\$111,190,664</b> |

- 3.1.3 The resulting lower revenue being \$215k against the original target will result in the Long Term Financial Plan not achieving financial sustainability targets over the life of the plan. This is discussed further below.

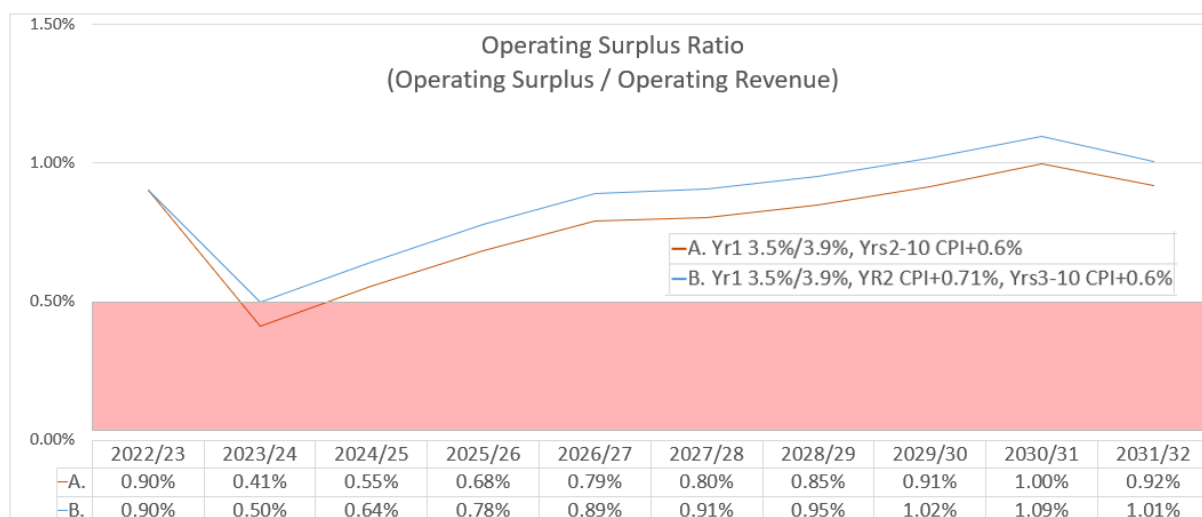
## 3.2 Consolidated Budget Summary

- 3.2.1 Following the Finance and Corporate Services Meeting 14 June 2022 the Consolidated Summary has been updated, which results in a decrease to the Operating Surplus from \$1,327k to \$1,229k. The reduction in operating surplus is the result of decreases in rates revenue from lower average rate increase for residential rates \$345k, the inclusion of the Valuer General Revaluation Initiative rate cap of \$41k partially offset by improved growth and other development activity contributing \$288k, as detailed above and within Attachments 1 and 2.
- 3.2.2 The Schedule of Budget Bids, Attachment 3, reflects bids as consulted with the community and subsequent changes as detailed in the Budget Status Report presented to the Finance and Corporate Services Committee 14 June 2022.

- 3.2.3 The Adoption of the Long Term Financial Plan and Annual Business Plan, Budget and Declaration of Rates item on tonight's agenda has been formed on the basis of the Consolidated Summary, Attachments 1 and 2 to this item and recommended for noting, and the Schedule of Budget Bids recommended for approval.

### 3.3 Long Term Financial Plan (LTFP)

- 3.3.1 The Long Term Financial Plan (LTFP) which was available for consultation concurrently and incorporated into a single document with the Draft Annual Plan and Budget has been updated for Council decisions made since public consultation as detailed through Budget Status Update presented to Finance and Corporate Services Committee 14 June 2022. This process ensures that Year 1 of the LTFP is consistent with the proposed budget for adoption.
- 3.3.2 As part of aligning Year 1 of the LTFP to the budget, the Financial Indicators for the 10 year period are also reviewed. As a result of the recommended average residential rate increase being reduced from 3.9% (public consultation) to 3.5% for residential rates at the Finance and Corporate Services 14 June 2022, the LTFP has an operating surplus ratio in year 2 outside the endorsed range. All other results of all indicators are within the endorsed ranges.
- 3.3.3 The impact of the year 1 lower average rate increase is offset in part by higher rate revenue from growth and other development activity having been achieved (\$288k), so that CPI+0.71% in year 2 will result in an operating surplus ratio just within the target range, this is effectively an additional percentage increase of 0.11% above the CPI+0.6% originally planned. This is detailed in the graph below:



- 3.3.4 The additional 0.11% is not a significant change, and Council will determine the actual average rate increase through the 2023/24 budget process. It should be noted that there will be a number of changes to be reflected into the next LTFP, with CPI and other economic factors potentially having significant impacts on the next iteration of the LTFP.

- 3.3.5 Should Council resolve any further changes through the adoption process on tonight's agenda this may necessitate further adjustments to rate increase in year 2 of the LTFP, with the operating surplus in that year being only marginally within the range.

**4. CONCLUSION / PROPOSAL**

- 4.1 It is recommended that Council endorse the Budget Bids as previously reviewed by Council through the budget process as a key element for the completion of the budget.
- 4.2 Further that Council approve the average rate increase in year 2 of the Long Term Financial Plan to be  $CPI+0.6\%+\text{adjustment percentage}$ , with the adjustment percentage required to offset the lower average rate increase in year 1.



| Consolidated Budget Summary 2023 as at 27/06/2022            |                    |                    |             |
|--|--------------------|--------------------|-------------|
|  | 2022               | 2023               |             |
|  | Budget             | Budget             |             |
|  | \$                 | \$                 | %           |
| <b>OPERATING BUDGET SUMMARY</b>                              |                    |                    |             |
| <b>Base Operating Budget (excluding rates)</b>               |                    |                    |             |
| Expenditure as at 27/06/2022                                 |                    | 130,514,268        | 2.3%        |
| Operating Budget Bids  |                    | 4,182,601          |             |
| <b>Expenditure</b>   | <b>127,602,117</b> | <b>134,696,868</b> | <b>5.6%</b> |
| Income as at 27/06/2022                                      |                    | 23,601,538         | -0.3%       |
| Operating Budget Bids  |                    | 314,200            |             |
| <b>Income</b>  | <b>23,674,727</b>  | <b>23,915,738</b>  | <b>1.0%</b> |
| <b>Operating Net Bid (excluding Rate Revenue)</b>            | <b>103,927,390</b> | <b>110,781,130</b> | <b>6.6%</b> |
| <b>Rate Revenue</b>  | <b>106,196,362</b> | <b>112,010,502</b> |             |
| <i>Rate Capping - Revaluation Initiative</i>                 | <i>(585,000)</i>   | -                  |             |
| Final Rates Calculation Adjustment                           | 5,582              | -                  |             |
| <b>Operating Surplus/(Deficit) including Business Units</b>  | <b>1,683,972</b>   | <b>1,229,372</b>   |             |
| <b>Operating Surplus Ratio</b>                               | <b>1.30%</b>       | <b>0.90%</b>       |             |
| <b>Adjustments</b>   |                    |                    |             |
| Water Business Unit Surplus - Transfer to Reserves           | 493,050            | 322,198            |             |
| <b>Underlying Surplus/(Deficit) excluding Business Units</b> | <b>1,190,922</b>   | <b>907,174</b>     |             |
| <b>CAPITAL FUNDING SUMMARY</b>                               |                    |                    |             |
| <b>Other - Non Operating Items</b>                           |                    |                    |             |
| Add Back Depreciation - non cash item                        | 30,060,900         | 31,856,255         |             |
| Transfer from Reserves                                       | (424,000)          | (400,000)          |             |
| Net gain (loss) on disposal of assets (Non-Bid Related)      | 2,100,000          | 1,670,000          |             |
| Loan Principal Repayments                                    | (1,735,069)        | (1,320,922)        |             |
| <b>Total Other</b>   | <b>30,001,831</b>  | <b>31,805,333</b>  |             |
| <b>Funding Available for Capital</b>                         | <b>31,685,803</b>  | <b>33,034,705</b>  |             |
| <b>Indicative Borrowing Requirements</b>                     |                    |                    |             |
| General Purpose Borrowings / (Investments)                   | 34,552,197         | 34,715,597         |             |
| Business Unit Borrowings                                     | 4,336,000          | 3,663,600          |             |
| <b>Total Indicative Borrowings</b>                           | <b>38,888,197</b>  | <b>38,379,197</b>  |             |
| <b>Net Borrowings/(Investment)</b>                           | <b>38,888,197</b>  | <b>38,379,197</b>  |             |
| <b>Net Financial Liabilities Ratio</b>                       | <b>70.36%</b>      | <b>60.52%</b>      |             |
| <b>Total Available for Capital</b>                           | <b>70,574,000</b>  | <b>71,413,902</b>  |             |
| <b>Infrastructure Budget Bids (Net)</b>                      |                    |                    |             |
| Business Units Infrastructure Investment                     | 4,336,000          | 3,663,600          |             |
| Plant Furniture & Equipment                                  | 2,726,000          | 3,057,000          |             |
| Information Technology                                       | 1,177,000          | 370,800            |             |
| Infrastructure, including project resourcing overhead        | 62,335,000         | 64,322,502         |             |
| <b>Total</b>   | <b>70,574,000</b>  | <b>71,413,902</b>  |             |
| <b>Funding Surplus/(Deficit)</b>                             | <b>-</b>           | <b>-</b>           |             |

5. Consolidated Summary 2023 - Version 5 Council 27 June - Adoption



| Proposed Budget Adjustments to Consolidated Summary as at 27/06/2022 |             |
|--|-------------|
| Changes from Base Operating Budget as at 27/06/2022                  |             |
| <u>Expenditure</u>   | \$          |
| Expenditure as at 27/06/2022   | 130,514,268 |
| Expenditure as at 27/06/2022   | 130,514,268 |
| <u>Income</u>  |             |
| Income as at 27/06/2022  | 135,612,040 |
| Income as at 27/06/2022  | 135,612,040 |
| Changes from Operating Budget Bids as at 27/06/2022                  |             |
| <u>Operating Budget Bids</u>   | \$          |
| Operating Budget Bids (Expenditure) as at 14/06/2022                 | 4,182,601   |
| Operating Budget Bids (Expenditure) as at 27/06/2022                 | 4,182,601   |
| Operating Budget Bids (Income) as at 27/06/2022                      | 314,200     |
| Operating Budget Bids (Income) as at 27/06/2022                      | 314,200     |
| Changes from Infrastructure Budget Bids as at 27/06/2022             |             |
| <u>Net Infrastructure Budget Bids</u>                                | \$          |
| Net Infrastructure Bids as at 14/06/2022                             | 67,986,102  |
| Net Infrastructure Bids as at 27/06/2022                             | 67,986,102  |
| Changes from PF&E Budget Bids as at 27/06/2022                       |             |
| <u>PF&amp;E Budget Bids</u>  | \$          |
| PF&E Budget Bids as at 14/06/2022                                    | 3,057,000   |
| PF&E Budget Bids as at 27/06/2022                                    | 3,057,000   |
| Changes from IT Budget Bids as at 27/06/2022                         |             |
| <u>IT Budget Bids</u>  | \$          |
| IT Budget Bids as at 14/06/2022                                      | 370,800     |
| IT Budget Bids as at 27/06/2022                                      | 370,800     |

5. Consolidated Summary 2023 - Version 5 Council 27 June - Adoption

## 2022/23 Financial Yr

Budget Bids Schedule - MASTER 2022-23 17/06/2022 10:51 AM 1 of 3

Budget Bids

2022/23 Financial Yr

| Infrastructure & Operating Summary<br>2022/23 Financial Yr |        | 2022/23  |         |        |       |                           |                    |         |       |     |                           | 2023/24          |         |        |         |                           |                    |         |       |       |                           | 2024/25          |         |     |       |                           |                    |         |       |        |                           | 2025/26          |         |     |                    |  |  |
|--|--------|--|---------|--------|-------|---------------------------|--------------------|---------|-------|-----|---------------------------|------------------|---------|--------|---------|---------------------------|--------------------|---------|-------|-------|---------------------------|------------------|---------|-----|-------|---------------------------|--------------------|---------|-------|--------|---------------------------|------------------|---------|-----|--------------------|--|--|
|  |        | CAPITAL<br>000'S   |         |        |       | Variance to<br>21/22 Yr 2 | OPERATING<br>000'S |         |       |     | Variance to<br>21/22 Yr 2 | CAPITAL<br>000'S |         |        |         | Variance to<br>21/22 Yr 3 | OPERATING<br>000'S |         |       |       | Variance to<br>21/22 Yr 3 | CAPITAL<br>000'S |         |     |       | Variance to<br>21/22 Yr 4 | OPERATING<br>000'S |         |       |        | Variance to<br>21/22 Yr 4 | CAPITAL<br>000'S |         |     | OPERATING<br>000'S |  |  |
|  |        | Exp  | Funding | Net    | USC   |                           | Exp                | Funding | Net   | USC |                           | Exp              | Funding | Net    | USC     |                           | Exp                | Funding | Net   | USC   |                           | Exp              | Funding | Net | USC   |                           | Exp                | Funding | Net   | USC    |                           | Exp              | Funding | Net | USC                |  |  |
| Program Works Paren Bid Synopsis                           |        |  |         |        |       |                           |                    |         |       |     |                           |                  |         |        |         |                           |                    |         |       |       |                           |                  |         |     |       |                           |                    |         |       |        |                           |                  |         |     |                    |  |  |
| Subtotal - New   |        | 7,093  | 1,350   | 5,743  | 1,230 | 1,592                     | 79                 | 0       | 79    | 0   | (88)                      | 5,584            | 907     | 4,677  | 220     | 304                       | 80                 | 0       | 80    | (52)  | 6,612                     | 1,384            | 5,228   | 44  | 426   | 82                        | 0                  | 82      | (54)  | 6,730  | 1,443                     | 5,287            | 84      | 0   | 84                 |  |  |
| Renewal  |        |  |         |        |       |                           |                    |         |       |     |                           |                  |         |        |         |                           |                    |         |       |       |                           |                  |         |     |       |                           |                    |         |       |        |                           |                  |         |     |                    |  |  |
| TRR  | 000794 | Sport Lighting Renewal Program   | 299     | 50     | 249   | 50                        | 0                  | 0       | 0     | 0   | (4)                       | 303              | 50      | 253    | 50      | 0                         | 0                  | 0       | (4)   | 338   | 50                        | 288              | 50      | 0   | 0     | 0                         | 0                  | (4)     | 306   | 50     | 256                       | 0                | 0       | 0   |                    |  |  |
| TRR  | 000795 | Public Lighting Program  | 450     | 0      | 450   | (274)                     | 50                 | 0       | 50    | 0   | 36                        | 458              | 0       | 458    | (277)   | 51                        | 0                  | 51      | 37    | 460   | 0                         | 460              | (189)   | 52  | 0     | 52                        | 37                 | 471     | 0     | 471    | 53                        | 0                | 53      |     |                    |  |  |
| TRR  | 000800 | Carpark Renewal / Upgrade Program  | 40      | 0      | 40    | 40                        | 0                  | 0       | 0     | 0   | 0                         | 462              | 0       | 462    | (0)     | 0                         | 0                  | 0       | 0     | 202   | 0                         | 202              | 0       | 2   | 0     | 0                         | 0                  | 0       | 204   | 0      | 204                       | 0                | 0       | 0   |                    |  |  |
| TRR  | 000801 | Bridge Program   | 1,703   | 410    | 1,293 | 812                       | 805                | 0       | 0     | 0   | 103                       | 3,908            | 0       | 3,908  | 80      | 3,414                     | 0                  | 0       | 0     | 104   | 2,362                     | 0                | 2,362   | 0   | 1,857 | 0                         | 0                  | 0       | 106   | 392    | 0                         | 392              | 0       | 0   | 0                  |  |  |
| TRR  | 000803 | Kerb Ramp Construction / Upgrade Program   | 285     | 0      | 285   | (144)                     | 0                  | 0       | 0     | 0   | 0                         | 289              | 0       | 289    | (155)   | 0                         | 0                  | 0       | 0     | 293   | 0                         | 293              | (162)   | 0   | 0     | 0                         | 0                  | 0       | 297   | 0      | 297                       | 0                | 0       | 0   |                    |  |  |
| TRR  | 000804 | Transportation Program Area - Planning Program                                   | 90      | 0      | 90    | 20                        | 0                  | 0       | 0     | 0   | 0                         | 90               | 0       | 90     | 27      | 0                         | 0                  | 0       | 0     | 313   | 0                         | 313              | 75      | 0   | 0     | 0                         | 0                  | 0       | 124   | 0      | 124                       | 0                | 0       | 0   |                    |  |  |
| TRR  | 000805 | Bituminous Footpaths and Shared-Use Paths - Reseal / Upgrade Program             | 208     | 0      | 208   | (0)                       | 0                  | 0       | 0     | 0   | 0                         | 211              | 0       | 211    | (1)     | 0                         | 0                  | 0       | 0     | 217   | 0                         | 217              | 1       | 0   | 0     | 0                         | 0                  | 0       | 221   | 0      | 221                       | 0                | 0       | 0   |                    |  |  |
| TRR  | 000806 | Bus Shelter and Bus Stop Improvement Program                                     | 292     | 0      | 292   | (0)                       | 10                 | 0       | 10    | 0   | 0                         | 296              | 0       | 296    | (1)     | 10                        | 0                  | 10      | 0     | 304   | 0                         | 304              | 1       | 11  | 0     | 11                        | 1                  | 1       | 144   | 0      | 144                       | 11               | 0       | 11  |                    |  |  |
| TRR  | 000807 | Road Reseal / Reconstruction Program   | 8,128   | 0      | 8,128 | (861)                     | 850                | 0       | 850   | 0   | 0                         | 8,278            | 0       | 8,278  | (1,043) | 869                       | 0                  | 869     | 0     | 8,511 | 0                         | 8,511            | (1,217) | 889 | 0     | 889                       | (4)                | 8,711   | 0     | 8,711  | 911                       | 0                | 911     |     |                    |  |  |
| TRR  | 000808 | Footpath Renewal Program   | 650     | 0      | 650   | 200                       | (24)               | 0       | 0     | 0   | 674                       | 610              | 0       | 610    | 0       | (70)                      | 0                  | 0       | 0     | 680   | 613                       | 0                | 613     | 0   | (78)  | 0                         | 0                  | 0       | 691   | 627    | 0                         | 627              | 0       | 0   | 0                  |  |  |
| TRR  | 000924 | Signalised Pedestrian Crossing Renewal Program                                   | 30      | 0      | 30    | 30                        | 17                 | 0       | 17    | 0   | 17                        | 30               | 0       | 30     | 30      | 17                        | 0                  | 17      | 17    | 30    | 0                         | 30               | 30      | 18  | 0     | 18                        | 18                 | 180     | 0     | 180    | 18                        | 0                | 18      |     |                    |  |  |
| Subtotal - Renewal   |        | 12,175   | 460     | 11,715 | 1,052 | (359)                     | 927                | 0       | 927   | 0   | 826                       | 14,935           | 50      | 14,885 | 80      | 1,973                     | 947                | 0       | 947   | 834   | 13,643                    | 50               | 13,593  | 0   | 370   | 970                       | 0                  | 970     | 845   | 11,677 | 50                        | 11,627           | 993     | 0   | 993                |  |  |
| TOTAL - Transportation                                     |        | 19,268   | 1,810   | 17,458 | 2,281 | 1,233                     | 1,006              | 0       | 1,006 | 0   | 738                       | 20,519           | 957     | 19,562 | 300     | 2,277                     | 1,027              | 0       | 1,027 | 782   | 20,255                    | 1,434            | 18,821  | 44  | 795   | 1,052                     | 0                  | 1,052   | 791   | 18,407 | 1,493                     | 16,914           | 1,077   | 0   | 1,077              |  |  |
| Bid Project Asset Category: Salisbury Water Business       |        |  |         |        |       |                           |                    |         |       |     |                           |                  |         |        |         |                           |                    |         |       |       |                           |                  |         |     |       |                           |                    |         |       |        |                           |                  |         |     |                    |  |  |
| New  |        |  |         |        |       |                           |                    |         |       |     |                           |                  |         |        |         |                           |                    |         |       |       |                           |                  |         |     |       |                           |                    |         |       |        |                           |                  |         |     |                    |  |  |
| WBN  | 000750 | Salisbury Water - Pump Station Upgrade Program                                   | 470     | 0      | 470   | 470                       | 0                  | 0       | 0     | 0   | 0                         | 120              | 0       | 120    | 120     | 0                         | 0                  | 0       | 0     | 120   | 0                         | 120              | 120     | 0   | 0     | 0                         | 0                  | 0       | 170   | 0      | 170                       | 0                | 0       | 0   |                    |  |  |
| WBN  | 000809 | Salisbury Water - Water Licence Purchase   | 100     | 0      | 100   | 0                         | 0                  | 0       | 0     | 0   | 0                         | 100              | 0       | 100    | 0       | 0                         | 0                  | 0       | 0     | 100   | 0                         | 100              | 0       | 0   | 0     | 0                         | 0                  | 0       | 100   | 0      | 100                       | 0                | 0       | 0   |                    |  |  |
| WBN  | 000810 | Salisbury Water - Dry Creek: Weirs & Harvesting Optimisation                     | 600     | 0      | 600   | 0                         | 0                  | 0       | 0     | 0   | (6)                       | 0                | 0       | 0      | 0       | 0                         | 0                  | 0       | (6)   | 0     | 0                         | 0                | 0       | 0   | 0     | 0                         | 0                  | 0       | 0     | 0      | 0                         | 0                | 0       | 0   |                    |  |  |
| WBN  | 000811 | Improving the amenity of Technology Park Mawson Lakes and the Edinburgh Parks In | 40      | 0      | 40    | 190                       | (160)              | 0       | 0     | 0   | 0                         | (126)            | 150     | 0      | 150     | 0                         | (50)               | 0       | 0     | (33)  | 200                       | 0                | 200     | 0   | 200   | 60                        | 45                 | 15      | (18)  | 200    | 0                         | 200              | 120     | 90  | 30                 |  |  |
| WBN  | 000812 | Salisbury Water - Recycled Water Supply to Reactivated Reserves                  | 450     | 0      | 450   | 100                       | 200                | 73      | 73    | 0   | 0                         | (7)              | 250     | 0      | 250     | 0                         | 0                  | 122     | 122   | 0     | (3)                       | 250              | 0       | 250 | 0     | 0                         | 122                | 0       | (3)   | 250    | 0                         | 250              | 122     | 122 | 0                  |  |  |
| WBN  | 000813 | Salisbury Water - Sustainable Schools Program                                    | 220     | 0      | 220   | 220                       | (120)              | 0       | 0     | 0   | 0                         | 53               | 340     | 0      | 340     | 0                         | 140                | 0       | 56    | (56)  | 110                       | 200              | 0       | 200 | 0     | 200                       | 0                  | 0       | 0     | 0      | 240                       | (240)            |         |     |                    |  |  |
| WBN  | 000859 | Salisbury Water - Business Unit Planning Program                                 | 60      | 0      | 60    | 60                        | 0                  | 0       | 0     | 0   | (1)                       | 0                | 0       | 0      | 0       | 2                         | 0                  | 2       | 1     | 0     | 0                         | 0                | 0       | 0   | 0     | 0                         | 0                  | 0       | 0     | 0      | 0                         | 0                | 0       | 0   |                    |  |  |
| WBN  | 000860 | Salisbury Water Distribution Main Linkages                                       | 360     | 360    | 0     | 0                         | (640)              | 0       | 0     | 0   | 0                         | (3)              | 320     | 0      | 320     | 320                       | 320                | 5       | 45    | (41)  | (50)                      | 0                | 0       | 0   | 0     | 0                         | 4                  | 110     | (106) | (116)  | 0                         | 0                | 0       | 130 | (130)              |  |  |
| WBN  | 000861 | Salisbury Water - Water Quality Treatment R&D                                    | 0       | 0      | 0     | 0                         | 0                  | 200     | 0     | 200 | 0                         | 0                | 0       | 0      | 0       | 0                         | 200                | 0       | 200   | 0     | 0                         | 0                | 0       | 0   | 0     | 200                       | 0                  | 200     | 0     | 0      | 0                         | 200              | 0       | 200 | 0                  |  |  |
| WBN  | 000864 | Salisbury Water - Dry Creek: Greenfields MAR Upgrade                             | 200     | 0      | 200   | 200                       | 0                  | 0       | 0     | 0   | (16)                      | 0                | 0       | 0      | 0       | 0                         | 0                  | 0       | 0     | 0     | 0                         | 0                | 0       | 0   | 0     | 0                         | 0                  | 0       | 0     | 0      | 0                         | 0                | 0       | 0   |                    |  |  |
| WBN  | 000889 | Salisbury Water - Regulatory Groundwater Monitoring and Reporting                | 250     | 0      | 250   | 250                       | 0                  | 0       | 0     | 0   | 0                         | 120              | 0       | 120    | 120     | 0                         | 0                  | 0       | 0     | 0     | 0                         | 0                | 0       | 0   | 0     | 0                         | 0                  | 0       | 0     | 0      | 0                         | 0                | 0       | 0   |                    |  |  |
| WBN  | 000933 | Groundwater Community Bores - Tank and Booster Pump System                       | 73      | 0      | 73    | 73                        | 0                  | 0       | 0     | 0   | 0                         | 0                | 0       | 0      | 0       | 0                         | 0                  | 0       | 0     | 0     | 0                         | 0                | 0       | 0   | 0     | 0                         | 0                  | 0       | 0     | 0      | 0                         | 0                | 0       | 0   |                    |  |  |
| Subtotal - New   |        | 2,823  | 360     | 2,463  | 510   | 333                       | 273                | 73      | 200   | 0   | (106)                     | 1,400            | 0       | 1,400  | 320     | 650                       | 329                | 223     | 106   | 19    | 870                       | 0                | 870     | 0   | 520   | 386                       | 447                | (61)    | (70)  | 720    | 0                         | 720              | 442     | 582 | (140)              |  |  |
| Renewal  |        |  |         |        |       |                           |                    |         |       |     |                           |                  |         |        |         |                           |                    |         |       |       |                           |                  |         |     |       |                           |                    |         |       |        |                           |                  |         |     |                    |  |  |
| WBR  | 000814 | Salisbury Water - Asset Renewal Program  | 1,201   | 0      | 1,201 | 154                       | 0                  | 0       | 0     | 0   | 0                         | 1,002            | 0       | 1,002  | 146     | 0                         | 0                  | 0       | 0     | 656   | 0                         | 656              | (19)    | 0   | 0     | 0                         | 0                  | 0       | 396   | 0      | 396                       | 0                | 0       | 0   |                    |  |  |
| Subtotal - Renewal   |        | 1,201  | 0       | 1,201  | 0     | 154                       | 0                  | 0       | 0     | 0   | 0                         | 1,002            | 0       | 1,002  | 0       | 146                       | 0                  | 0       | 0     | 0     | 656                       | 0                | 656     | 0   | (19)  | 0                         | 0                  | 0       | 0     | 396    | 0                         | 396              | 0       | 0   | 0                  |  |  |
| TOTAL - Salisbury Water Business                           |        | 4,024  | 360     | 3,664  | 510   | 487                       | 273                | 73      | 20    |     |                           |                  |         |        |         |                           |                    |         |       |       |                           |                  |         |     |       |                           |                    |         |       |        |                           |                  |         |     |                    |  |  |

## 2022/23 Financial Yr

|                                    |        |       |        |        |  |       |     |       |    |  |        |       |        |       |  |       |     |       |  |        |       |        |    |  |       |     |       |  |        |       |        |       |     |       |
|------------------------------------|--------|-------|--------|--------|--|-------|-----|-------|----|--|--------|-------|--------|-------|--|-------|-----|-------|--|--------|-------|--------|----|--|-------|-----|-------|--|--------|-------|--------|-------|-----|-------|
| Total Infrastructure Program       | 70,156 | 2,170 | 67,986 | 31,111 |  | 1,928 | 73  | 1,855 | 0  |  | 32,562 | 957   | 31,605 | 1,317 |  | 2,403 | 223 | 2,180 |  | 32,256 | 1,434 | 30,822 | 44 |  | 2,445 | 447 | 1,998 |  | 30,372 | 1,493 | 28,879 | 2,580 | 582 | 1,998 |
| Total Plant, Furniture & Equipment | 3,827  | 770   | 3,057  | 716    |  | 97    | 0   | 97    | 40 |  | 3,028  | 951   | 2,077  | 0     |  | 48    | 0   | 48    |  | 3,072  | 748   | 2,324  | 0  |  | 48    | 0   | 48    |  | 2,775  | 886   | 1,889  | 49    | 0   | 49    |
| Total Operating                    | 0      | 0     | 0      | 0      |  | 1,448 | 241 | 1,207 | 30 |  | 0      | 0     | 0      | 0     |  | 934   | 239 | 694   |  | 0      | 0     | 0      | 0  |  | 840   | 174 | 666   |  | 0      | 0     | 0      | 786   | 173 | 613   |
| Total Information Technology       | 371    | 0     | 371    | 0      |  | 710   | 0   | 710   | 0  |  | 377    | 0     | 377    | 0     |  | 749   | 0   | 749   |  | 1,180  | 0     | 1,180  | 0  |  | 813   | 0   | 813   |  | 433    | 0     | 433    | 770   | 0   | 770   |
|                                    | 74,354 | 2,940 | 71,414 | 31,827 |  | 4,183 | 314 | 3,868 | 70 |  | 35,968 | 1,908 | 34,060 | 1,317 |  | 4,133 | 462 | 3,670 |  | 36,508 | 2,182 | 34,326 | 44 |  | 4,146 | 621 | 3,525 |  | 33,580 | 2,379 | 31,201 | 4,185 | 755 | 3,431 |

## Adoption of the Long Term Financial Plan and Annual Business Plan, Budget and Declaration of Rates

**CITY PLAN LINKS** 4.4 We plan effectively to address community needs and identify new opportunities

**SUMMARY** On 14 June 2022, the Finance and Corporate Services Committee (FACS) was provided an update on the 2022/23 Draft Budget based on a proposed rate increase of 3.9%. The committee recommended to Council an average rate increase of 3.5% for residential and 3.9% for commercial and industrial property. The purpose of this report is to formally adopt the Long Term Financial Plan (LTFP) Annual Business Plan (ABP) and Budget for 2022/23, and to declare the rates in line with the FACS recommendation.

**a. Adoption of Long Term Financial Plan and Annual Business Plan**

The Draft 2022/23 Long Term Financial Plan and Annual Business Plan used for the purposes of public consultation be adopted as the 2022/23 Long Term Financial Plan and Annual Business Plan in accordance with sections 124(4)(ab) and section 123 of the Local Government Act 1999 and regulation 6 of the Local Government (Financial Management) Regulations 2011, after adjusting for changes resolved by Council subsequent to the adoption of the draft annual plan on 26 April 2022 and incorporation of any other minor editorial changes or presentation improvements. Noting that in accordance with S123(6a) the adopted annual business plan will contain significant amendments as detailed in Significant Amendments to the Adopted Annual Business Plan Attachment 1 (Item No. GB2, Council Meeting 27/06/2022).

**b. Approval of Estimates of Expenditure**

The Estimates of Expenditure for the 2022/23 financial year as they are prepared by the Council of the City of Salisbury and contained in Budget Summary – Direct Cost as contained in Attachment 2 to this report (Item No. GB2, Council 27/06/22) which provide for an expenditure of a total of \$209,050,768, and Loan Principal Repayments of \$1,320,922 are hereby approved by the Council.

**c. Adoption of the Budgeted Financial Statements**

The following budgeted financial statements in accordance with section 123 of the Local Government Act 1999 and regulation 7 of the Local Government (Financial Management) Regulations 2011 be adopted:

- Budgeted Statement of Comprehensive Income as contained in Attachment 3 to this report (Item No. GB2, Council Meeting 27/06/2022)
- Budgeted Statement of Financial Position as contained in Attachment 4 to this report (Item No. GB2, Council Meeting 27/06/2022)

and staff be authorised to update these statements to reflect the decisions of Council in relation to other parts of this recommendation, and decisions made in relation to separate rate declarations and the endorsement of Budget Bids.

**d. Adoption of Valuation**

Pursuant to section 167(2)(a) of the Local Government Act 1999 the Council for the 2022/23 financial year adopt the Valuer General's Assessment of Capital Values of all land constituting the area of the Council being rateable of **\$27,544,971,591** *(to be updated at Council Meeting)* and nonrateable of **\$1,401,721,669** *(to be updated at Council Meeting)*, totalling **\$28,946,693,260** *(to be updated at Council Meeting)* which represents the sum of all separately owned and/or occupied land set forth in the Assessment Record of the Council for the 2022/23 financial year, and specifies the 27<sup>th</sup> day of June 2022 as the day upon which such adoption of such Valuations shall become the Valuations of the Council.

**e. Minimum Rate**

Pursuant to section 158 of the Local Government Act 1999 Council has determined that the sum of **\$1,081** shall be the minimum amount payable by way of general rates for the 2022/23 financial year.

**f. Declaration of Rate**

The Council, for the financial year ending on 30 June 2023, having

- Adopted the Annual Plan
- Adopted estimates of expenditure of \$209,050,768, for the 2022/23 financial year, AND
- Adopted Budgeted Financial Statements as contained in Attachments 3 and 4 to this report (Item No. GB2, Council Meeting 27/06/2022)
- Adopted its Valuation Assessments totalling **\$28,946,693,260** *(to be updated at the Council Meeting)* for such year, AND
- Fixed a Minimum Amount Payable by way of General Rates of **\$1,081**.

The Council pursuant to sections 152(1)(a), 153(1)(b) and 156(1)(a) of the Local Government Act 1999 declares Differential General Rates on land within its area for the financial year ending 30 June, 2023 which rates vary by reference to the use of the land as follows:

- (a) In respect of rateable land with a "Commercial – Shop", "Commercial – Office", "Commercial – Other", "Industrial - Light", "Industrial – Other", or "Marina Berth" land use a Differential General Rate of **0.6034** cents in the dollar for the assessed capital value of such land.
- (b) In respect of rateable land which has a "Vacant Land" land use a Differential General Rate of **0.4658** cents in the dollar for the assessed capital value of such land.
- (c) In respect of all other rateable land used for purposes other than as stated in paragraphs (a) and (b), a Differential General Rate of **0.3583** cents in the dollar on the assessed capital value of such land.

**g. Rebate to Cap Rate Increase – General**

Pursuant to section 153(3) of the Local Government Act 1999 Council has determined that it will fix a maximum increase in the general rate to be charged on rateable land that constitutes the principal place of residence of a principal ratepayer where the principal ratepayer is a natural person, to cap any increase in general rates levied to 12.5% of the amount of general rates paid in the 2021/22 financial year, where that increase is as a result of significant valuation movements but not as a result of:

- improvements made to the property, or
- a change to the land use or zoning of the property, or
- a change in ownership of the rateable property, or
- a correction to the previously undervalued property by the Valuer General.

**h. Discretionary Rate Rebate – General (Revaluation Initiative Relief)**

The Council has determined that any increase of more than 50% in the amount of general rates payable in the 2022/23 financial year over the amount of general rates payable in the 2021/22 financial year that is a result of a change in value due to the Valuer Generals Revaluation Initiative, is a liability that is unfair and unreasonable and, pursuant to section 166(1)(m)(ii) and (4) of the Local Government Act 1999, provides a discretionary rebate to limit the amount of the increase in general rates to a 50% increase in the general rates payable in 2022/23, except where the increase is as a result of:

- improvements made to the property, or
- a change to the land use or zoning of the property, or
- a change in ownership of the rateable property, or
- a correction to the previously undervalued property by the Valuer General (excluding the revaluation initiative adjustments).

**i. Higher Value Rate Remission**

Pursuant to section 158(1)(b) of the Local Government Act 1999 Council has determined that it will alter the amount that would otherwise be payable by way of rates by providing a special adjustment for general rates for land within a range of specified values, for residential properties only. For 2022/23 the special adjustment applies to the general rates payable within the following value ranges:

| Tier | Value Range           | Rate Adjustment   |
|------|-----------------------|---|
| 1    | 0- \$610,000          | 0%  |
| 2    | \$610,001 - \$675,000 | 10% reduction of the general rates payable on the value above \$610,000 up to and including \$675,000 |
| 3    | \$675,001 - \$814,000 | 15% reduction of the general rates payable on the value above \$675,000 up to and including \$814,000 |
| 4    | >\$814,001            | 35% reduction of the general rates payable on the value above \$814,000                               |

excluding:

- Multiple Dwellings (noting that House and Granny Flat will continue to receive the remission)
- Dwelling(s) + Commercial Undertaking
- Properties entitled to a mandatory rebate.

**j. Additional Supporting Financial Statements**

The following additional supporting financial statements be adopted:

- Budgeted Statement of Cash Flows as contained in Attachment 5 to this report (Item No. GB2, Council Meeting 27/06/2022)
- Budgeted Statement of Changes in Equity as contained in Attachment 6 to this report (Item No. GB2, Council Meeting 27/06/2022)
- Budgeted Uniform Presentation of Finances as contained in Attachment 7 to this report (Item No. GB2, Council Meeting 27/06/2022)
- Budgeted Financial Indicators as contained in Attachment 8 to this report (Item No. GB2, Council Meeting 27/06/2022)
- Budget Summary by Full Cost Attribution as contained in Attachment 9 to this report (Item No. GB2, Council Meeting 27/06/2022)

and staff be authorised to update these statements to reflect the decisions of Council in relation to other parts of this recommendation, and decisions made in relation to separate rate declarations and the endorsement of Budget Bids.

**ATTACHMENTS**

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

1. Significant Amendments to the Adopted Annual Business Plan
2. Budget Summary by Direct Cost 2022/23
3. Budgeted Statement of Comprehensive Income 2022/23
4. Budgeted Statement of Financial Position 2022/23
5. Budgeted Statement of Cash Flows 2022/23
6. Budgeted Statement of Changes in Equity 2022/23
7. Budgeted Uniform Presentation of Finances 2022/23
8. Budgeted Financial Indicators 2022/23
9. Budget Summary by Full Cost 2022/23

**BACKGROUND**

- 1.1 Council has considered the budget in detail, including the Base Operating budget, Budget Bids and Infrastructure Budget Bids. As part of this process Council have considered various scenarios of rate increases, and the financial sustainability of the organisation. Further there has been consideration of the feedback provided through public consultation. The purpose of this report is to finalise the setting of the budget for 2022/23.

## **2. CONSULTATION / COMMUNICATION**

### **2.1 Internal**

- 2.1.1 The Long Term Financial Plan, Annual Business Plan and Budget have been extensively consulted internally, through engagement with Divisional Managers, General Managers, the Executive Group, and Council.

### **2.2 External**

- 2.2.1 The Long Term Financial Plan, Annual Business Plan and Budget was available for public consultation in May, with two submissions received and considered at the Budget and Finance Committee Meeting, 14<sup>th</sup> June 2022.

## **3. REPORT**

- 3.1 The recommendations as drafted in this report are required for the formal adoption of the budget and setting of rates, in accordance with the Local Government Act 1999, and cover adoption of:

- 3.1.1 The Long Term Financial Plan and Annual Business Plan

- 3.1.2 Estimates of Expenditure

- 3.1.3 Financial Statements

- Budgeted Statement of Comprehensive Income
- Budgeted Statement of Financial Position

- 3.1.4 Valuation

- 3.1.5 Minimum Rate, rates in the dollar, rate capping, and discretionary rate rebate (refer paragraph 3.2-3.4)

- 3.1.6 Additional Supporting Financial Statements

- Budget Summary – Direct Cost
- Budgeted Statement of Cash Flows
- Budgeted Statement of Changes in Equity
- Budgeted Uniform Presentation of Finances
- Budgeted Financial Indicators
- Budget Summary by Full Cost Attribution, with this statement designed to fully cost our functions or services by distributing corporate costs and other overhead/indirect costs to those functions, noting that not all costs need to be distributed, only those that are consumed by the function.

### Discretionary Rate Rebate – General (Revaluation Initiative Relief)

- 3.2 Some City of Salisbury ratepayers were impacted in 2021/22 by the Valuer Generals Revaluation Initiative, which was a comprehensive review of property valuations across South Australia to ensure accuracy which contributes to equity

in the distribution of rates across assessments. Council responded by implementing a rebate of rates in the 2021/22 financial year. The result is that for these ratepayers there will be an increase in rates in 2022/23 resulting from the 2021/22 revaluation initiative.

- 3.3 To support those ratepayers most impacted by the Valuer General Revaluation Initiative, it has been determined by Council that a rebate of general rates will apply automatically to all ratepayers for the current financial year where the amount of any increase in general rates in monetary terms between the rates generated for the previous financial year net of the revaluation initiative rebate and the amount imposed for the current financial year is great than 50%, resulting from the Valuer General's Revaluation Initiative except if the increase has resulted from improvements made to the property, change to land use or zone, change of ownership, or correction to property value by the Valuer General.
- 3.4 To achieve this result, S166 of the Local Government Act is being utilised to provide a discretionary rebate as detailed in part (h) of the recommendation. When applying a discretionary rebate to general rates, separate rates must also be considered and comparable rebate percentages provided as required by S159(9) of the Act. Council has two separate rates (noting the regional landscape levy is excluded) and the requirement for rebates is detailed in the paragraphs below.
- 3.4.1 Globe Derby Separate Rate
- We are not anticipating any impact on Globe Derby separate rates as a result of the Revaluation Initiative Rate Cap.
- 3.4.2 Salisbury Business Association (SBA)
- The requirements of S159(9) mean that any ratepayer receiving a general rate rebate, must also receive a rebate on this separate rate. The impacts are expected to be minor.
- 3.5 Our process is that shortfalls and over recoveries in separate rates are adjusted for in the next year, so whilst the impact of S159(9) is minor for each individual ratepayer, and adds complexity to the rate generation process, financial impacts will be resolved in the 2023/24 financial year through including under and over recoveries from 2022/23 in the setting of separate rates applied for 2023/24.

#### **4. CONCLUSION / PROPOSAL**

- 4.1 To finalise the budget process, it is proposed that Council resolve the recommendations set out in this report, reflecting an average rate increase of 3.5% for Residential and 3.9% for Commercial and Industrial.

## Significant Amendments to the Adopted Annual Business Plan

In accordance with S123(6a) of the *Local Government Act 1999 (SA)* this statement advises significant amendments to the Annual Business Plan subsequent to public consultation and the reasons for those amendments.

### Operating Statement Adjustments

1. The average rate increase proposed at time of public consultation was 3.9%. Due to the significant economic pressures facing the community from increases in cost of living and interest rates Council determined that residential rates would increase by an average of 3.5%; this rate in the dollar also applying to primary production and other property categories, with vacant land being charged a 30% differential on this lower rate in the dollar. This reduced rate revenue by \$344,838.  
Council determined that the average rate increase for Commercial and Industrial categories would remain at the public consultation proposed increase of 3.9% as rates are a tax deduction for business, Council has provided significant support to the sector during Covid with many businesses now returning to near normal conditions, and to minimise the financial impact to Council.  
Additionally, Council resolved to provide rate relief for those most impacted by the 2020/21 Valuer General Revaluation Initiative through the provision of a 50% cap (subject to some exception) which resulted in a further reduction in rate revenue of \$41k.
2. Valuation Growth and Rate Revenue increases from Other Development Activity has increased \$170,663 based on valuation data received following public consultation.
3. Insurance Costs have been increased \$100,174 on advice from Local Government Risk Services that insurance costs will likely increase more than originally anticipated due to escalation of costs in the construction sector resulting in increased valuation for our existing assets.
4. Contractual services have been reviewed and reduced \$134,340 to reflect current contractual arrangements.
5. Bonus paid from the self-insured LGA Workers Compensation Scheme has been increased \$151,300 to reflect latest bonus experience.

### Operating Bid Adjustments

1. Additional funding of \$100,000 has been provided to continue the Community Bus trial through to December 2022 to enable evaluation and consideration of how the transport needs of the community to the west of the City of Salisbury can be addressed in the longer term.
2. Business Transformation operating budget of \$100,000 has been established to enable ongoing costs associated with delivery of business transformation projects to be funded.

### Infrastructure Bid Adjustments

1. Hausler Reserve Paralowie Stage 2 Upgrade of \$1,000k has been brought forward from 2023/24 to 2022/23 to better support formal recreation activities within the City at this location.

2. Staff Capitalisation of \$3,084k has been included in the capital program to appropriately account for human resource costs allocated to the program.

# Budget Summary by Direct Cost 2022/23 Budget

| OPERATING BUDGET by KEY DIRECTION                          | 2022/23                |                    |                 |
|--|------------------------|--------------------|-----------------|
|  | Direct Cost<br>\$000's | Funding<br>\$000's | Net<br>\$000's  |
| <b>A welcoming and liveable City</b>                       |                        |                    |                 |
| Community Development                                      | 2,272                  | 15                 | 2,257           |
| Library Services   | 4,628                  | 607                | 4,021           |
| Community Centres  | 1,678                  | 324                | 1,354           |
| Recreation Services  | 1,594                  | 126                | 1,467           |
| Community Sport and Club Facilities                        | 2,288                  | -                  | 2,288           |
| Community Health and Wellbeing                             | 4,654                  | 3,618              | 1,036           |
| Cemetery   | 482                    | 507                | (25)            |
| Food and Health Regulation                                 | 872                    | 253                | 619             |
| Community Compliance Services                              | 714                    | 289                | 425             |
| Dog and Cat Management                                     | 1,278                  | 956                | 322             |
| Crime Prevention and Repair                                | 437                    | -                  | 437             |
| Street Lighting  | 3,446                  | -                  | 3,446           |
| <b>Total A welcoming and liveable City</b>                 | <b>24,343</b>          | <b>6,695</b>       | <b>17,648</b>   |
| <b>A sustainable City</b>                                  |                        |                    |                 |
| City Infrastructure  | 3,671                  | 1,051              | 2,621           |
| Water Management   | 4,270                  | 2,664              | 1,606           |
| Waste Management   | 18,953                 | 359                | 18,594          |
| Parks and Landscapes                                       | 19,350                 | 124                | 19,226          |
| <b>Total A sustainable City</b>                            | <b>46,244</b>          | <b>4,197</b>       | <b>42,047</b>   |
| <b>A growing City that creates new opportunities</b>       |                        |                    |                 |
| Economic Development                                       | 1,155                  | 59                 | 1,096           |
| Development Services                                       | 3,432                  | 1,640              | 1,792           |
| Urban Planning and Development                             | 1,288                  | -                  | 1,288           |
| Roads  | 2,275                  | 3,332              | (1,057)         |
| Footpaths  | 882                    | -                  | 882             |
| <b>Total A growing City that creates new opportunities</b> | <b>9,031</b>           | <b>5,030</b>       | <b>4,001</b>    |
| <b>Innovation and Business Development</b>                 |                        |                    |                 |
| Innovation and Business Development                        | 17,728                 | 735                | 16,993          |
| Council  | 2,681                  | 2                  | 2,679           |
| Sundry   | 3,893                  | 7,762              | (3,869)         |
| Infrastructure Depreciation                                | 26,595                 | -                  | 26,595          |
| <b>Total Innovation and Business Development</b>           | <b>50,896</b>          | <b>8,499</b>       | <b>42,397</b>   |
| <b>Rate Revenue</b>  |                        | 111,191            | (111,191)       |
| <b>Operating New Initiatives</b>                           | 4,183                  | 314                | 3,868           |
| <b>Total Operating Surplus / (Deficit)</b>                 | <b>134,697</b>         | <b>135,926</b>     | <b>1,229</b>    |
| <b>Infrastructure</b>                                      |                        |                    |                 |
| Infrastructure Program                                     | 70,156                 | 2,170              | 67,986          |
| Plant Furniture and Equipment                              | 3,827                  | 770                | 3,057           |
| Infrastructure Technology                                  | 371                    | -                  | 371             |
| <b>Total Capital Works</b>                                 | <b>74,354</b>          | <b>2,940</b>       | <b>71,414</b>   |
| <b>Funding Adjustments</b>                                 |                        |                    |                 |
| Depreciation   |                        |                    | (31,856)        |
| NAWMA Equity Adjustment                                    |                        |                    | -               |
| Net Gain (Loss) on Disposal of Assets                      |                        |                    | (1,670)         |
| Transfer From Reserves                                     |                        |                    | 400             |
| <b>Total Funding Adjustments</b>                           |                        |                    | <b>(33,126)</b> |
| <b>Financing</b>   |                        |                    |                 |
| New Borrowings / (Investments)                             |                        |                    | (38,379)        |
| Principal Repayments                                       |                        |                    | 1,321           |
| <b>Total Financing</b>                                     |                        |                    | <b>(37,058)</b> |
| <b>TOTAL ALL SERVICE AREAS</b>                             |                        |                    |                 |



**City of Salisbury**  
**Budgeted Statement of Comprehensive Income**

| <b>YEAR ENDING 30 JUNE</b>                                | <b>2023<br/>Budget<br/>\$000's</b> |
|---|------------------------------------|
| <b>INCOME</b>   |                                    |
| Rates Revenues  | 112,011                            |
| Statutory Charges   | 2,848                              |
| User Charges  | 5,410                              |
| Grants, Subsidies & Contributions                         | 14,317                             |
| Investment Income   | 71                                 |
| Reimbursements  | 289                                |
| Other Income  | 980                                |
| <b>Total Income</b>                                       | <b>135,926</b>                     |
| <b>EXPENSES</b>   |                                    |
| Employee Costs  | 42,534                             |
| Materials, Contracts & Other Expenses                     | 58,863                             |
| Depreciation, Amortisation & Impairment                   | 31,856                             |
| Finance Costs   | 1,444                              |
| <b>Total Expenses</b>                                     | <b>134,697</b>                     |
| <b>OPERATING SURPLUS/(DEFICIT) BEFORE CAPITAL AMOUNTS</b> | <b>1,229</b>                       |
| Asset Disposal & Fair Value Adjustments                   | 2,440                              |
| Amounts Received Specifically for New or Upgraded Assets  | 1,770                              |
| Physical Resources Received Free of Charge                | 1,000                              |
| <b>NET SURPLUS/(DEFICIT)</b>                              | <b>6,439</b>                       |
| <b>OTHER COMPREHENSIVE INCOME</b>                         |                                    |
| Changes in Revaluation Surplus - I,PP&E                   | 47,617                             |
| <b>Total Other Comprehensive Income</b>                   | <b>47,617</b>                      |
| <b>TOTAL COMPREHENSIVE INCOME</b>                         | <b>54,056</b>                      |



**City of Salisbury**  
**Budgeted Statement of Financial Position**

| <b>YEAR ENDING 30 JUNE</b>                         | <b>2023<br/>Budget<br/>\$'000's</b> |
|--|-------------------------------------|
| <b>ASSETS</b>                                      |                                     |
| <b>Current Assets</b>                              |                                     |
| Trade & Other Receivables                          | 6,230                               |
| Inventories  | 1,787                               |
| <b>Total Current Assets</b>                        | <b>8,017</b>                        |
| <b>Non-Current Assets</b>                          |                                     |
| Financial Assets                                   | 330                                 |
| Equity Accounted Investments in Council Businesses | 4,824                               |
| Infrastructure, Property, Plant & Equipment        | 1,729,775                           |
| Intangible Assets                                  | 210                                 |
| Other Non-Current Assets                           | 22,012                              |
| <b>Total Non-Current Assets</b>                    | <b>1,757,151</b>                    |
| <b>TOTAL ASSETS</b>                                | <b>1,765,168</b>                    |
| <b>LIABILITIES</b>                                 |                                     |
| <b>Current Liabilities</b>                         |                                     |
| Trade & Other Payables                             | 17,752                              |
| Borrowings   | 1,409                               |
| Provisions   | 10,170                              |
| <b>Total Current Liabilities</b>                   | <b>29,331</b>                       |
| <b>Non-Current Liabilities</b>                     |                                     |
| Cash Advance Debenture                             | 52,992                              |
| Borrowings   | 4,698                               |
| Provisions   | 2,204                               |
| <b>Total Non-Current Liabilities</b>               | <b>59,894</b>                       |
| <b>TOTAL LIABILITIES</b>                           | <b>89,225</b>                       |
| <b>NET ASSETS</b>                                  | <b>1,675,943</b>                    |
| <b>EQUITY</b>                                      |                                     |
| Accumulated Surplus                                | 403,420                             |
| Asset Revaluation Reserves                         | 1,235,378                           |
| Other Reserves                                     | 37,144                              |
| <b>TOTAL EQUITY</b>                                | <b>1,675,942</b>                    |



**City of Salisbury**  
**Budgeted Statement of Cash Flows**

| <b>YEAR ENDING 30 JUNE</b>  | <b>2023<br/>Budget<br/>\$'000's</b> |
|---|-------------------------------------|
| <b>CASH FLOWS FROM OPERATING ACTIVITIES</b>                                 |                                     |
| <b>Receipts</b>   |                                     |
| Operating Receipts  | 136,394                             |
| Investment Receipts   | 72                                  |
| <b>Payments</b>   |                                     |
| Operating Payments to Suppliers and Employees                               | (100,201)                           |
| Finance Payments  | (1,444)                             |
| <b>Net Cash provided by (or used in) Operating Activities</b>               | <b>34,821</b>                       |
| <b>CASH FLOWS FROM INVESTING ACTIVITIES</b>                                 |                                     |
| <b>Receipts</b>   |                                     |
| Amounts Received Specifically for New/Upgraded Assets                       | 1,770                               |
| Sale of Replaced Assets   | 770                                 |
| Sale of Real Estate Developments  | 1,670                               |
| Repayments of Loans by Community Groups                                     | 33                                  |
| <b>Payments</b>   |                                     |
| Expenditure on Renewal/Replacement of Assets                                | (20,012)                            |
| Expenditure on New/Upgraded Assets  | (54,342)                            |
| <b>Net Cash Provided by (or used in) Investing Activities</b>               | <b>(70,111)</b>                     |
| <b>CASH FLOWS FROM FINANCING ACTIVITIES</b>                                 |                                     |
| <b>Receipts</b>   |                                     |
| Proceeds from CAD's   | 0                                   |
| <b>Payments</b>   |                                     |
| Repayments of Borrowings  | (1,321)                             |
| <b>Net Cash provided by (or used in) Financing Activities</b>               | <b>(1,321)</b>                      |
| <b>Net Increase/(Decrease) in Cash Held</b>                                 | <b>(36,611)</b>                     |
| <b>Cash &amp; Cash Equivalents at Beginning of Period</b>                   | <b>(16,382)</b>                     |
| <b>Cash &amp; Cash Equivalents/Movements in Borrowings at End of Period</b> | <b>(52,993)</b>                     |



**City of Salisbury**  
**Budgeted Statement of Changes in Equity**

| <b>YEAR ENDING 30 JUNE</b>             | <b>2023<br/>Budget<br/>\$000's</b> |
|--|------------------------------------|
| <b>Opening Balance</b>                 | <b>1,621,886</b>                   |
| Net Surplus / (Deficit) for Year       | 6,439                              |
| <b>Other Comprehensive Income</b>      |                                    |
| - Gain (Loss) on Revaluation of I,PP&E | 47,617                             |
| <b>Other Comprehensive Income</b>      | <b>47,617</b>                      |
| <b>Total Comprehensive Income</b>      | <b>54,056</b>                      |
| <b>Balance at end of period</b>        | <b>1,675,942</b>                   |



## City of Salisbury

### Budgeted Uniform Presentation of Finances

| YEAR ENDING 30 JUNE   | 2023<br>Budget<br>\$'000's |
|---|----------------------------|
| Income  | 135,926                    |
| less Expenses   | (134,697)                  |
| <b>Operating Surplus / (Deficit)</b>                          | <b>1,229</b>               |
| <b>Less: Net Outlays on Existing Assets</b>                   |                            |
| Capital Expenditure on Renewal/Replacement of Existing Assets | (20,012)                   |
| less Depreciation, Amortisation & Impairment                  | 31,856                     |
| less Proceeds from Sale of Replaced Assets                    | 770                        |
|   | <b>12,614</b>              |
| <b>Less: Net Outlays on New and Upgraded Assets</b>           |                            |
| Capital Expenditure on New/Upgraded Assets                    | (54,341)                   |
| less Amounts Specifically for New/Upgraded Assets             | 1,770                      |
| less Proceeds from Sale of Surplus Assets                     | 1,670                      |
|   | <b>(50,901)</b>            |
| <b>Net Lending / (Borrowing) for Financial Year</b>           | <b>(37,058)</b>            |

In any one year, the above financing transactions are associated with either applying surplus funds stemming from a net lending result or accommodating the funding requirement stemming from a net borrowing result.



## City of Salisbury

### Budgeted Financial Indicators

| YEAR ENDING 30 JUNE   | 2023<br>Budget<br>\$000's |
|---|---------------------------|
| <b>Operating Surplus</b>  | <b>1,229</b>              |
| The operating surplus (deficit) before capital amounts.   |                           |
| <b>Operating Surplus Ratio</b>  | <b>0.90%</b>              |
| Operating surplus divided by total operating revenue. This ratio expresses the operating surplus/(deficit) as a percentage of total operating revenue.                |                           |
| <b>Net Financial Liabilities</b>  | <b>82,665</b>             |
| Net Financial Liabilities are defined as total financial liabilities less financial assets (excluding equity accounted investments in Council businesses).            |                           |
| <b>Net Financial Liabilities Ratio</b>  | <b>60.82%</b>             |
| Net Financial Liabilities divided by total operating revenue. Indicates the extent that council can meet its net financial liabilities out of operating revenue.      |                           |
| <b>Asset Renewal Funding Ratio</b>  | <b>100%</b>               |
| Net Asset Renewals divided by Asset Management Plan Renewal Expenditure. Indicates whether capital assets are being renewed as planned in the Asset Management Plans. |                           |



# Budget Summary by Full Cost 2022/23 Budget

| OPERATING BUDGET by KEY DIRECTION                          | 2022/23                |                            |                      |                    |                |
|--|------------------------|----------------------------|----------------------|--------------------|----------------|
|  | Direct Cost<br>\$000's | Attributed Cost<br>\$000's | Full Cost<br>\$000's | Funding<br>\$000's | Net<br>\$000's |
| <b>A welcoming and liveable City</b>                       |                        |                            |                      |                    |                |
| Community Development                                      | 2,272                  | (250)                      | 2,022                | 15                 | 2,007          |
| Library Services   | 4,628                  | 3,385                      | 8,012                | 607                | 7,405          |
| Community Centres  | 1,678                  | 1,080                      | 2,758                | 324                | 2,435          |
| Recreation Services  | 1,594                  | 148                        | 1,742                | 126                | 1,615          |
| Community Sport and Club Facilities                        | 2,288                  | 2,010                      | 4,298                | -                  | 4,298          |
| Community Health and Wellbeing                             | 4,654                  | 2,195                      | 6,849                | 3,618              | 3,231          |
| Cemetery   | 482                    | 103                        | 585                  | 507                | 78             |
| Food and Health Regulation                                 | 872                    | 369                        | 1,241                | 253                | 988            |
| Community Compliance Services                              | 714                    | 383                        | 1,097                | 289                | 808            |
| Dog and Cat Management                                     | 1,278                  | 521                        | 1,799                | 956                | 843            |
| Crime Prevention and Repair                                | 437                    | -                          | 437                  | -                  | 437            |
| Street Lighting  | 3,446                  | 404                        | 3,849                | -                  | 3,849          |
| <b>Total A welcoming and liveable City</b>                 | <b>24,343</b>          | <b>10,347</b>              | <b>34,690</b>        | <b>6,695</b>       | <b>27,995</b>  |
| <b>A sustainable City</b>                                  |                        |                            |                      |                    |                |
| City Infrastructure  | 3,671                  | (2,407)                    | 1,264                | 1,051              | 214            |
| Water Management   | 4,270                  | 6,576                      | 10,846               | 2,664              | 8,183          |
| Waste Management   | 18,953                 | -                          | 18,953               | 359                | 18,594         |
| Parks and Landscapes                                       | 19,350                 | 12,445                     | 31,795               | 124                | 31,671         |
| <b>Total A sustainable City</b>                            | <b>46,244</b>          | <b>16,614</b>              | <b>62,858</b>        | <b>4,197</b>       | <b>58,662</b>  |
| <b>A growing City that creates new opportunities</b>       |                        |                            |                      |                    |                |
| Economic Development                                       | 1,155                  | 406                        | 1,561                | 59                 | 1,502          |
| Development Services                                       | 3,432                  | 1,653                      | 5,085                | 1,640              | 3,445          |
| Urban Planning and Development                             | 1,288                  | 538                        | 1,826                | -                  | 1,826          |
| Roads  | 2,275                  | 10,613                     | 12,888               | 3,332              | 9,556          |
| Footpaths  | 882                    | 2,313                      | 3,195                | -                  | 3,195          |
| <b>Total A growing City that creates new opportunities</b> | <b>9,031</b>           | <b>15,524</b>              | <b>24,555</b>        | <b>5,030</b>       | <b>19,525</b>  |
| <b>Innovation and Business Development</b>                 |                        |                            |                      |                    |                |
| Innovation and Business Development                        | 17,728                 | (14,325)                   | 3,403                | 735                | 2,668          |
| Council  | 2,681                  | (40)                       | 2,641                | 2                  | 2,639          |
| Sundry *   | 30,487                 | (28,121)                   | 2,367                | 7,762              | (5,395)        |
| <b>Total Innovation and Business Development</b>           | <b>50,896</b>          | <b>(42,485)</b>            | <b>8,411</b>         | <b>8,499</b>       | <b>(88)</b>    |
| Infrastructure and Project Preparation                     |                        |                            |                      |                    |                |
| Corporate Unallocated                                      |                        |                            |                      |                    |                |
| Corporate Governance Overhead                              |                        |                            |                      |                    |                |
| Rates Revenue  |                        |                            |                      | 111,191            | (111,191)      |
| Operating Budget Bids                                      | 4,183                  |                            | 4,183                | 314                | 3,868          |
| <b>TOTAL OPERATING SURPLUS / (DEFICIT)</b>                 | <b>134,697</b>         |                            | <b>134,697</b>       | <b>135,926</b>     | <b>1,229</b>   |

\* Sundry expenditure is primarily depreciation, with income being untied grant funding.



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|            |  |
|------------|--|
| <b>GB3</b> | <b>Declaration of Globe Derby Community Club<br/>Separate Rate</b> |
|------------|--|

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|                        |   |
|------------------------|---|
| <b>AUTHOR</b>          | Kate George, Manager Financial Services, Business Excellence  |
| <b>CITY PLAN LINKS</b> | 4.2 We deliver quality outcomes that meet the needs of our community<br>4.4 We plan effectively to address community needs and identify new opportunities   |
| <b>SUMMARY</b>         | On 14 June 2022 the Finance and Corporate Services Committee resolved to support a separate rate of \$9,450 on behalf of the Globe Derby Community Club in accordance with the Land Management Agreement. The purpose of this report is to formally declare this separate rate for 2022/23. |

**RECOMMENDATION**

1. For the purposes of raising revenue for the activity of the maintenance of the Land and management of the facilities on the Land, being Lot 65 in deposited plan no. 9832, and in exercise of the power contained in section 154 of the *Local Government Act 1999*, a separate rate of \$150 for each share of Common Land (Lot 65 in deposited plan no. 9832) being
  - 1 share for each allotment numbered Lots 1-23 & Lots 26-32 of DP9830,
  - 1 share for each allotment numbered Lots 50-51 of DP18972,
  - 1 share for each allotment numbered Lots 33-34 & Lots 38-64 of DP9831,
  - 1 share for allotment numbered lot 2 of FP14624, and
  - 1 share in total for Lots 1 on FP14624 and 37 on DP9831 combined
 of portion of section 3070 of Hundred Port Adelaide (laid out as Bolivar) is declared for the year ending 30 June 2023.

**ATTACHMENTS**

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

1. Globe Derby Allotment Plan

**1. BACKGROUND**

- 1.1 In the Land Management Agreement with the Globe Derby Community Club, Council has agreed to raise funds by way of separate rates on properties with an interest in an area of common land (63 allotments). The rates raised are for use by the club to maintain the common land area.
- 1.2 On 14 June 2022 the Finance and Corporate Services Committee were advised that the Club have requested a separate rate of \$150 per share in the common land (Allotment 65 in DP 9832), which is an increase on the 2021/22 separate rate of \$110, providing a total revenue of \$9,450 for 2022/23

**1. CONSULTATION / COMMUNICATION****1.1 Internal****1.1.1 N/A****1.2 External****1.2.1 Globe Derby Community Club****2. REPORT**

- 2.1** A rate of \$150 per share of Common Land is required to generate the requested and required revenue of \$9,450 to enable the Globe Derby Community Club to maintain the common land area (the Land), and is detailed below:

|                                |  |
|--------------------------------|--|
| DP9830 Lots 1-23 & Lots 26-32  | \$150 per allotment                      |
| DP18972 Lots 50-51             | \$150 per allotment                      |
| DP9831 Lots 33-34 & Lots 38-64 | \$150 per allotment                      |
| F14624 Lot 2                   | \$150 per allotment                      |
| FP14624 Lot 1 & DP9831 Lot37   | \$150 in total for the two lots combined |

**3. CONCLUSION / PROPOSAL**

- 3.1** Council declare a separate rate of \$150 per share in the common land (Allotment 65 in DP 9832) for the Globe Derby Community Club for 2022/23.





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## GB4 Declaration of The Green Adelaide Board Regional Landscape Levy (RLL) Separate Rate

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|                        |  |
|------------------------|--|
| <b>AUTHOR</b>          | Kate George, Manager Financial Services, Business Excellence   |
| <b>CITY PLAN LINKS</b> | 4.4 We plan effectively to address community needs and identify new opportunities  |
| <b>SUMMARY</b>         | On 16 May 2022 the Finance and Corporate Services Committee resolved to collect a separate rate as required by the Landscape South Australia Act 2019. The purpose of this report is to formally declare this separate rate for 2022/23. |

### RECOMMENDATION

1. Pursuant to Section 69 of the *Landscape South Australia Act 2019* and Section 154 of the *Local Government Act 1999*, in order to reimburse to the Council the amount contributed to the Green Adelaide Board Regional Landscape Levy of \$2,139,763, Council declares for the year ending 30 June 2023 a separate rate of 0.008178 cents in the dollar on the capital valuation of all rateable properties within the area of the City of Salisbury.

### ATTACHMENTS

There are no attachments to this report.

### 1. BACKGROUND

- 1.1 On 16 May 2022, the Finance and Corporate Services Committee received information that the Green Adelaide Board would require \$2,139,763 in levies for 2022/23. The purpose of this report is to declare this separate rate.

### 2. CONSULTATION / COMMUNICATION

- 2.1.1 N/A

### 3. REPORT

- 3.1 In accordance with the requirements under the Landscape South Australia Act 2019, Council is required to contribute \$2,139,763 to the Green Adelaide Board for the Regional Landscape Levy in 2022/23 and for this amount to be recovered by way of a separate rate on the capital value of rateable properties within the City of Salisbury.
- 3.2 In addition Council needs to add the estimated cost of any rebates and remissions applicable to the levy because these cannot be recovered from the Board. Furthermore, any excess or shortfall in separate rate collected needs to be adjusted. Therefore the total amount required to be calculated from the levy is as follows:

|                                    |                           |
|------------------------------------|---------------------------|
| Board requirement                  | \$2,139,763               |
| Rebates/Remission estimate 2022/23 | \$30,333                  |
| Add prior period under-recovery    | \$82,478                  |
|                                    | <u><b>\$2,252,574</b></u> |

- 3.3 Given the capital value of all rateable properties a rate of 0.008178 cents in the dollar is required for 2022/23 noting that the 2021/22 cents in the dollar was 0.009258.
- 3.4 As a guide the rate will translate into the following amounts for a range of property values:

| Capital Value | 2021/22 Separate Rate | 2022/23 Separate Rate |
|---------------|-----------------------|-----------------------|
| \$100,000     | \$9.26                | \$8.18                |
| \$150,000     | \$13.89               | \$12.27               |
| \$200,000     | \$18.52               | \$16.36               |
| \$250,000     | \$23.15               | \$20.45               |
| \$500,000     | \$46.29               | \$40.89               |

#### 4. CONCLUSION / PROPOSAL

- 4.1 Council declare a separate rate of 0.008178 cents in the dollar for Regional Landscape Levy for 2022/23.

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## **GB5**

### **Declaration of Salisbury Business Association Separate Rate**

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**PREV REFS** Finance and Corporate Services Committee 2.1.4 16/05/2022

**AUTHOR** Kate George, Manager Financial Services, Business Excellence

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

**SUMMARY** On 16 May 2022 the Finance and Corporate Services Committee resolved to support a separate rate of \$161,950 (exclusive of GST) as requested by the Salisbury Business Association, to enable the association to undertake a range of activities. The purpose of this report is to formally declare this separate rate for 2022/23.

### **RECOMMENDATION**

1. The request by the Salisbury Business Association for Council to raise a differential separate rate in the area delineated in the map as set out in Attachment 1 (Council, 27/6/22, Item No. GB5) attached to this report, in order to promote and enhance business viability, profitability, and trade commerce and industry for that area, be supported.
2. Pursuant to Section 154 of the *Local Government Act 1999*, a differential separate rate of 0.060029 cents in the dollar of the Capital Value of rateable land in that area with a local government code classified as Commercial Shop, Commercial Office, Commercial Other, Industrial Light and Industrial Other, be declared on that land for the year ending 30 June 2023.
3. Funds raised by way of the separate rate be paid to the Association in one or more instalments, and the activities of the Association be periodically reviewed to ensure that the funds are used for the intended purposes of generally promoting, marketing and improving the image of the Salisbury City Centre.

### **ATTACHMENTS**

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

1. Salisbury Business Association Separate Rate Map

### **1. BACKGROUND**

- 1.1 On 16 May 2022 the Finance and Corporate Services Committee resolved to support a rate levy to generate \$161,950 (exclusive of GST) as requested by the Salisbury Business Association. The purpose of this report is to declare this separate rate for 2022/23.

**2. CONSULTATION / COMMUNICATION**

2.1 External

- 2.1.1 The Salisbury Business Association (SBA) have submitted their request to Council, which was presented to the Finance and Corporate Services Committee on 16 May 2022.

**3. REPORT**

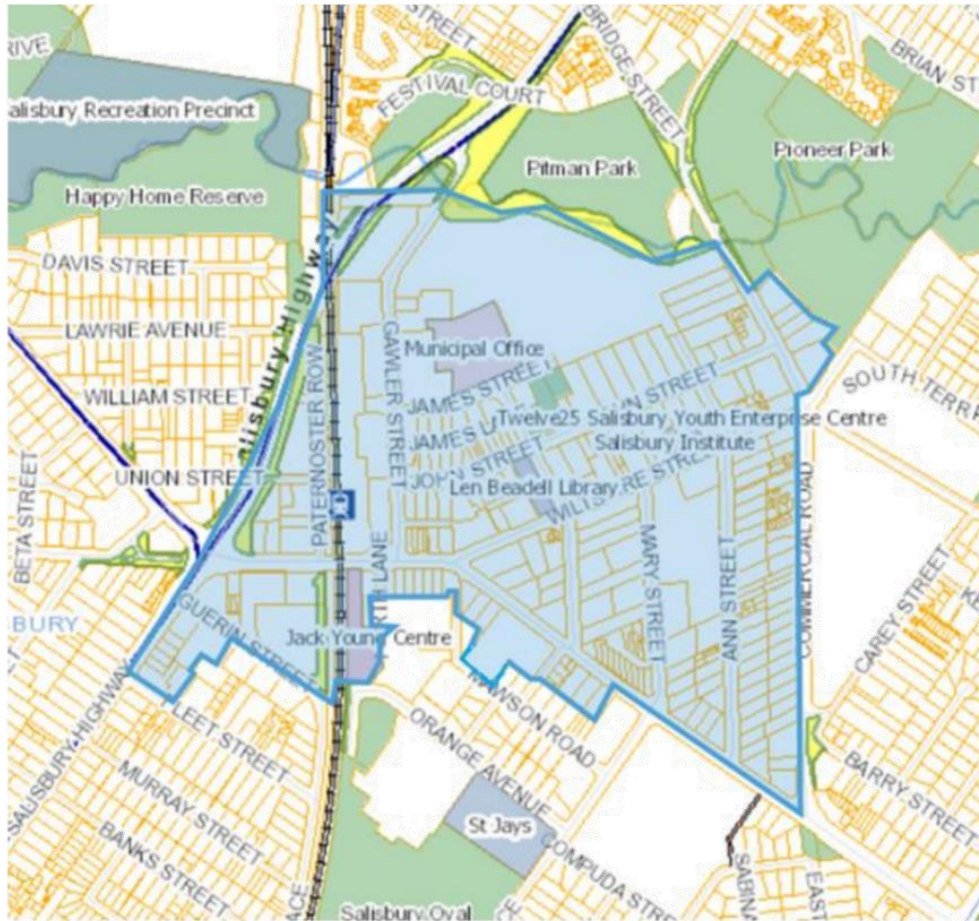
- 3.1 A rate of 0.060029 cents in the dollar is required to generate the required amount of \$161,950 for the Salisbury Business Association for 2022/23.

**4. CONCLUSION / PROPOSAL**

- 4.1 Council declare a separate rate of 0.060029 cents in the dollar for Salisbury Business Association for 2022/23, with the conditions previously imposed by Council continuing to apply.

## Salisbury Business Association

Separate Rate Map





| <b>GB6</b>             | <b>Community Grant 55/2022: Para Hills Cricket Club</b>  |
|------------------------|--|
| <b>AUTHOR</b>          | Sara Howley, PA to GM Community Development, Community Development   |
| <b>CITY PLAN LINKS</b> | 1.2 The health and wellbeing of our community is a priority<br>1.3 People are valued and they feel safe, included and connected<br>4.4 We plan effectively to address community needs and identify new opportunities |
| <b>SUMMARY</b>         | The Para Hills Cricket Club Community Grant Application is submitted to Council for consideration.   |

## **RECOMMENDATION**

### That Council:

1. Approves the request for funding for the June 2022 round of Community Grants as follows:
  - a. Grant No. 55/2021-22 Para Hills Cricket Club to the value of \$5,000: to assist with the refurbishing of a cricket pitch roller.

## **ATTACHMENTS**

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

1. Community Grant: 55/2021-22 Para Hills Cricket Club Community Grant Application
2. Community Grant Guidelines & Eligibility Criteria

### **1. BACKGROUND**

- 1.1 The Para Hills Cricket Club has applied for the June 2022 round of Community Grants to assist with the refurbishing of a cricket pitch roller.
- 1.2 The Para Hills Cricket Club is eligible to apply for the June round of grant funding.

### **2. CITY PLAN CRITICAL ACTION**

- 2.1 A welcoming and liveable City
  - 2.1.1 Provide support and grants to sporting and community groups

### **3. REPORT**

- 3.1 The Para Hills Cricket Club (PHCC) was established in 1964 and play at the Para Hills Oval in the City of Salisbury. The PHCC has 176 members with approximately 80% of these players residing in the City of Salisbury.
- 3.2 This application is requesting funds to assist with the cost of refurbishing a cricket pitch roller. The PHCC will be contributing
- 3.3 The Community Grants Program funding budget allocation for 2021/2022 is \$160,000 with \$4,265 remaining to date.

- 3.4 The money committed to this application for the June 2022 round, if approved, is \$5,000.
- 3.5 If this community grant application is approved, a shortfall of \$800 will be required to be funded by Council.
- 3.6 It is recommended that the shortfall is funded from the Donations line which is currently favourable \$1,580.

**4. CONCLUSION / PROPOSAL**

- 4.1 That the Community Wellbeing and Sport Committee approves the grant funding application from the Para Hills Community Club for \$5,000 to assist with the refurbishing of a cricket pitch roller
- 4.2 It is recommended that the shortfall of \$800 is funded from the Donations line.

**From:** Para Hills Cricket Club  
**Sent:** Tue, 14 Jun 2022 14:05:08 +0930  
**To:** City of Salisbury  
**Cc:** Chad Buchanan;Peter Jensen;Domenic Decrea;Mason Rickard;Para Hills Cricket Club;Shane Martin  
**Subject:** Community Grants Program Application – Para Hills Cricket Club  
**Attachments:** Salisbury Community Grant - Para Hills CC roller.pdf, Para Hills Cricket Club - 2022-26 Strategic Plan.pdf, Quote # QU0270.pdf

Hi Community Grants Team,

Please see attached grant application and supporting documents from the Para Hills Cricket Club for funding contribution towards a roller for your consideration.

If you require any further information please contact me via email rather than post.

Regards  
 Tyson





# Community Grants Program

## Application Form

Applications for Community Grants must be received by the 15<sup>th</sup> of each month to be assessed by the Community Wellbeing and Sport Committee the following month (providing the eligibility criteria is met).

**Please ensure you have read and understood the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria document prior to completing an Application.**



*live it up*

| Application Eligibility Checklist   |                          |                                     |
|---|--------------------------|-------------------------------------|
| Is the Funding For:   | Yes                      | No                                  |
| • Money already spent?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • Salaries (initial or ongoing)?<br><i>Payment of facilitator or contractor engaged specifically to deliver program / activity under the grant may be considered</i>  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • Recurrent administration costs or Public Liability Insurance?   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • Capital development (e.g. renovations or building changes that will be permanently part of the structure)?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • Upgrading facilities which belong to Local, State or Commonwealth Governments?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • Application from Public / Private Schools?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • An organisation trading as a sole trader/individual?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • A group that is a non-incorporated body and does not have a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • Groups/organisations that have previously received funding and <b>NOT</b> fulfilled reporting obligations, including provision of post event evaluation/report and financial acquittal?   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • Groups/organisations that have received Community Grants Program funding from the City of Salisbury within the past twelve (12) months ( <i>with the exception of Defibrillator funding</i> ).  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

*If you have answered **YES** to any of these questions,  
this application **may NOT** be eligible for grant funding.*

*to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered***

Community Grant Application - Page 2 of 13

| Applicant Organisation Information   |   |   |
|--|---|---|
| <b>1. GROUP / ORGANISATION DETAILS</b>   |   |   |
| Name:  | Para Hills Cricket Club   |   |
| Address:   | Para Hills Oval, Murrell Road   |   |
| Suburb:  | Para Hills  | Postcode: 5096  |
| <b>2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)</b>  |   |   |
| Name:  | Mr<br>Tyson Roling  |   |
| Title (your role with the group/organisation):   | Secretary   |   |
| Address:   | PO Box 233, Para Hills SA 5096  |   |
| Phone:   | Landline:   | Mobile: [REDACTED]  |
| Email:   | [REDACTED]  |   |
| <b>3. COMMUNITY GRANT RESPONSIBILITY</b>   |   |   |
| Name of Person Responsible for the Grant:  | Other:<br>Tyson Roling  |   |
| Title (role with the group/organisation):  | Secretary   |   |
| <b>4. GROUP / ORGANISATION MANAGEMENT DETAILS</b>  |   |   |
| How is your group/organisation managed:<br><i>(ensure Committee/Board Meeting Minutes are attached)</i>  | Committee   |   |
| <b>Is your organisation:</b>   |   |   |
| a) Incorporated:   | <b>Yes</b><br><input checked="" type="checkbox"/><br>(go to question c) | <b>No</b><br><input type="checkbox"/><br>(go to question b) |
| ASIC Registration Number:  | SA A4256  |   |
| b) Operated under a Parent Organisation:<br><i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i> | <b>Yes</b><br><input type="checkbox"/><br>(go to question c)            | <b>No</b><br><input type="checkbox"/><br>(go to question c) |
| <b>Parent Organisation</b>   |   |   |
| Name:  |   |   |
| ASIC Registration Number:  |   |   |

to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered**

Community Grant Application - Page 3 of 13

| Organisation Information (continued)   |   |   |
|--|---|---|
| c) Community/Non-Profit:   | Yes<br><input checked="" type="checkbox"/>  | No<br><input type="checkbox"/>            |
| Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?                | Yes<br><input type="checkbox"/><br><i>(evidence must be attached to this application)</i> | No<br><input checked="" type="checkbox"/> |
| d) Government Funded:<br><i>(If Yes, please list funding source/s and purpose in part e &amp; f)</i>   | Yes<br><input type="checkbox"/><br><br>(go to question e & f)                             | No<br><input checked="" type="checkbox"/> |
| e) Funding source/s:   |   |   |
| f) Purpose:  |   |   |
| g) Other (please specify):   | Yes<br><input type="checkbox"/>   | No<br><input type="checkbox"/>            |
| <b>5. BANKING INFORMATION</b>  |   |   |
| <i>Your organisation must have its own Bank/Credit Union Account or similar</i>  |   |   |
| Full Account Name:<br><i>Para Hills Cricket Club</i><br><i>*do not provide account or BSB numbers*</i>   | Financial Institution Name:<br><i>Bank SA</i><br>Branch Location:<br><i>Modbury</i>       |   |
| <b>6. REFEREE INFORMATION</b>  |   |   |
| <i>Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)</i> |   |   |
| Referee's Name:  | <i>Kurt Miegel</i>  |   |
| Referee's Contact Information:   | <div style="background-color: black; width: 100px; height: 1.2em;"></div>                 |   |

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*

Community Grant Application - Page 4 of 13

| GST Declaration  |   |  |
|--|---|--|
| I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status.   |   |  |
| Does your group/organisation have an ABN<br><br><i>(If Yes - Please Quote ABN:)</i><br><br>3 7 3 3 5 8 1 3 9 9 2<br><i>(If No, the ABN Declaration Form attached must be signed)</i>   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Is your group/organisation registered for GST  | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| <b>NB: GST Registration</b><br><i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i> |   |  |

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*

Community Grant Application - Page 5 of 13

| Project/Event Budget Information   |  |
|--|--|
| Will the project or event generate income (e.g. ticket sales, entry fee etc.)?   | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br><i>(enter '0' dollar amounts below)</i>         |
| <i>If Yes, provide details:</i>  |  |
| <b>INCOME</b>  | <b>\$ AMOUNT</b>   |
| Project or event generated income:   | \$ 0   |
| Organisation's contribution:   | \$ 9,528   |
| Income received from other Grants:<br><i>(list organisation(s) providing Grant funding and their contribution)</i>             | \$ 0   |
| Income received from sponsors:<br><i>(list sponsor(s) and their contribution)</i>  |  |
| Donations:<br><i>(please specify the source, product or service and estimated amount of funding requested)</i>                 | \$ 0   |
| Have you sought any other funding for the project/event:<br><i>(please specify the source and amount of funding requested)</i> | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  |
| <b>TOTAL (including GST):</b>  | <b>\$ 9,528</b>  |
| What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?                    | <i>We will provide monetary contributions to the roller investment including in-kind support through club partners</i> |
| <b>EXPENSES</b><br><i>(specify the proposed expense budget by item:)</i>   | <b>\$ AMOUNT</b>   |
| <i>Engine (Perkins RD27)</i>   | \$ 13,837  |
| <i>Labour</i>  | \$ 523   |
| <i>Primary Air Filter</i>  | \$ 70  |
| <i>DD</i>  | \$ 37  |
| <i>Engine Oil</i>  | \$ 42  |
| <i>Sundries</i>  | \$ 20  |
|  |  |
|  |  |
| <b>TOTAL (including GST):</b>  | <b>\$ 14,528</b>   |

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*

Community Grant Application - Page 6 of 13

| Summary of Project/Event Information  |  |
|---|--|
| Is the funding for:<br><i>(please tick which is applicable)</i>                             | <input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> New Group<br><input type="checkbox"/> Defibrillator  |
| Name of Project/Event Requiring Funding   | <i>Roller</i>  |
| Date(s) of Project/Event<br><i>(if ongoing or one-off please state "ongoing"/"one-off")</i> | <i>Ongoing</i>   |
| Total cost of Project/Event   | <i>\$ 14,528</i>   |
| Amount of Community Grant Funding Requested   | <i>\$ 5,000</i>  |
| Is there any other information that you may feel is relevant to your application?           | <p><i>In recent years the Para Hills Cricket Club has contracted out the curating of our cricket wickets due to not having a functioning roller. Recently, the club inherited a roller that needs to be refurbished and the club is keen to undertake this significant piece of work so we can regain flexibility of preparing our wickets and being able to cater for adhoc cricket events and games at short notice, something which an external curator can't do. Having a functional roller will enable us to increase our programming and provide more opportunities to our community</i></p> <p> <input type="checkbox"/> There are no relevant attachments.    <input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached:<br/>           1. <i>Quote</i><br/>           2.         </p> |
| Which category best describes your project/event?<br><i>(please check all that apply)</i>   |  |
| Health  | <input type="checkbox"/>   |
| Establishment of a new group  | <input type="checkbox"/>   |
| Education and Training  | <input type="checkbox"/>   |
| Culture / Arts  | <input type="checkbox"/>   |
| Sport / Recreation  | <input checked="" type="checkbox"/>  |
| Environment   | <input type="checkbox"/>   |
| Disability  | <input type="checkbox"/>   |
| Youth   | <input type="checkbox"/>   |
| Crime Prevention  | <input type="checkbox"/>   |
| Aged  | <input type="checkbox"/>   |

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*

Community Grant Application - Page 7 of 13

| Project/Event Details   |  |
|---|--|
| Previous Community Grants Program Funding   |  |
| Has your Organisation previously received a Community Grant? <i>(if Yes – when, amount granted and what the grant was for:)</i> | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><i>(go to Group/Organisation Information)</i>       |
| When was the Grant funding received (month & year):   |  |
| What amount of Grant funding was provided:  |  |
| When was the previous Grant acquitted (month & year):   |  |
| Group/Organisation Information  |  |
| Group/Organisation Name   | Para Hills Cricket Club  |
| Group/Organisation Description  | Senior & Junior Cricket Club   |
| Group/Organisation Registered Address   | Number/Street: Para Hills Oval, Murrell Road<br>Suburb: Para Hills Postcode: 5096  |
| Is the Club Incorporated?   | Yes  |
| Number of Members   | 176  |
| % of Membership that reside in the City of Salisbury  | 80 %   |
| Project/Event Details   |  |
| Project/Event Name  | Roller   |
| Project/Event Summary   | Refurbishment of an old roller to be able to increase programming  |
| Date(s) of Project/Event  | Ongoing  |
| Location of Project/Event:  | Number/Street: Para Hills Oval, Murrell Road<br>Suburb: Para Hills Postcode: 5096  |
| How will the Project/Event benefit the residents of the City of Salisbury?  | Enable the club to curate in-house and increase programming  |
| How many individuals will benefit from the Project/Event?   | 200 Direct benefit of 200, but with increased ability to host more events, the benefit could be in excess of 500+ per year |
| % of project/event participants that reside in the City of Salisbury  | 80 %   |
| If it is an Event, is it open to the public?  | No   |
| How will the Project/Event be promoted?   | Social Media & website   |

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*

Community Grant Application - Page 8 of 13

| Grant Money Requested  |  |
|--|--|
| Amount Requested   | \$ 5,000   |
| Itemised Breakdown of Costs:   |  |
| <i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i> |  |
| Engine contribution  | \$ 5,000   |
|  | \$   |
|  | \$   |
|  | \$   |
|  | \$   |
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|  | \$   |
|  | \$   |
|  | \$   |
| TOTAL (including GST):   | \$ 5,000   |
| Quote Attached:  | <input checked="checked" type="checkbox"/> Yes <input type="checkbox"/> No<br><i>(please refer to the City of Salisbury Guide to completing the Community Grants Program Application Form)</i> |
| <i>A detailed, current quote <u>must</u> be provided with the application.</i>   |  |

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*

Community Grant Application - Page 9 of 13

| Project or Event Scope   |   |  |
|--|---|--|
| <p><i>Provide a description of the proposed project or event:</i></p> <p><i>In recent years the Para Hills Cricket Club has contracted out the curating of our cricket wickets due to not having a functioning roller. Recently, the club inherited a roller that needs to be refurbished and the club is keen to undertake this significant piece of work so we can regain flexibility of preparing our wickets and being able to cater for ad-hoc cricket events and games at short notice, something which an external curator can't do. Having a functional roller will enable us to increase our programming and provide more opportunities to our community.</i></p> <p><i>Previously the club had a roller that was the asset of longtime club sponsor Selecta Homes. Through this partnership the club was able to host significant events such as:</i></p> <ul style="list-style-type: none"> <li><i>- National Junior Championships</i></li> <li><i>- National Veteran Cricket Championships</i></li> <li><i>- SACA State Championships</i></li> <li><i>- SACA Country Championships</i></li> </ul> <p><i>The club has identified that the investment in refurbishing a roller to be able to curate in-house will enable us to improve our flexibility in curating our wickets and in turn bring significant events such as the ones listed above to the City of Salisbury.</i></p> <p><i>In addition, the club has received funding from State Government and Cricket Australia to upgrade our practice facilities. In order to reduce costs and provide a greater outcome, a roller is required to assist in the construction of our practice facilities. The club has sourced significant external funding for this upgrade which will provide a great community benefit to the City of Salisbury by having compliant and state of the art practice facilities for the local community which will be accessible out of club operating hours.</i></p> <p><b>Attachments</b></p> <p><input type="checkbox"/> There are no attachments relating to the Project or Event Scope.</p> <p><input checked="" type="checkbox"/> The following documents are attached relating to the Project or Event Scope:</p> <ol style="list-style-type: none"> <li>1. Roller Quote</li> <li>2.</li> <li>3.</li> </ol> |   |  |
| <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #f4a460;"> <th style="padding: 5px; text-align: center;">Benefits and Outcomes of the Project or Event</th> </tr> </thead> <tbody> <tr> <td style="padding: 10px; vertical-align: top;"> <p><i>Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:</i></p> <p><i>Previously the club had a roller that was the asset of longtime club sponsor Selecta Homes. Through this partnership the club was able to host significant events such as:</i></p> <p><i>National Junior Championships   National Veteran Cricket Championships   SACA State Championships   SACA Country Championships</i></p> <p><i>The club has identified that the investment in refurbishing a roller to be able to curate in-house will enable us to improve our flexibility in curating our wickets. This will bring significant events such as the ones listed above to the City of Salisbury and showcase our facility to the wider community as one of the premier venues in the State for these competitions.</i></p> <p><i>In addition, the club has received funding from State Government and Cricket Australia to upgrade our practice facilities. In order to reduce costs and provide a greater outcome, a roller is required to assist in the construction of our practice facilities. The club has sourced significant external funding for this upgrade which will provide a great community benefit to the CoS by having compliant and state of the art practice facilities for the local community which will be accessible out of club operating hours.</i></p> </td> </tr> </tbody> </table>  | Benefits and Outcomes of the Project or Event | <p><i>Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:</i></p> <p><i>Previously the club had a roller that was the asset of longtime club sponsor Selecta Homes. Through this partnership the club was able to host significant events such as:</i></p> <p><i>National Junior Championships   National Veteran Cricket Championships   SACA State Championships   SACA Country Championships</i></p> <p><i>The club has identified that the investment in refurbishing a roller to be able to curate in-house will enable us to improve our flexibility in curating our wickets. This will bring significant events such as the ones listed above to the City of Salisbury and showcase our facility to the wider community as one of the premier venues in the State for these competitions.</i></p> <p><i>In addition, the club has received funding from State Government and Cricket Australia to upgrade our practice facilities. In order to reduce costs and provide a greater outcome, a roller is required to assist in the construction of our practice facilities. The club has sourced significant external funding for this upgrade which will provide a great community benefit to the CoS by having compliant and state of the art practice facilities for the local community which will be accessible out of club operating hours.</i></p> |
| Benefits and Outcomes of the Project or Event  |   |  |
| <p><i>Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:</i></p> <p><i>Previously the club had a roller that was the asset of longtime club sponsor Selecta Homes. Through this partnership the club was able to host significant events such as:</i></p> <p><i>National Junior Championships   National Veteran Cricket Championships   SACA State Championships   SACA Country Championships</i></p> <p><i>The club has identified that the investment in refurbishing a roller to be able to curate in-house will enable us to improve our flexibility in curating our wickets. This will bring significant events such as the ones listed above to the City of Salisbury and showcase our facility to the wider community as one of the premier venues in the State for these competitions.</i></p> <p><i>In addition, the club has received funding from State Government and Cricket Australia to upgrade our practice facilities. In order to reduce costs and provide a greater outcome, a roller is required to assist in the construction of our practice facilities. The club has sourced significant external funding for this upgrade which will provide a great community benefit to the CoS by having compliant and state of the art practice facilities for the local community which will be accessible out of club operating hours.</i></p>   |   |  |

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*

| Support for the Project or Event  |  |
|---|--|
| <p><i>Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:</i></p> <p><i>(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.</i></p> <p><i>The project is supported by our affiliated Associations such as SACA, ATCA and NEJCA. The ability to be more flexible in programming provides greater opportunities and flexibility to our governing Associations.</i></p> <p><i>The clubs members have been consulted and the roller is incorporated into our 2022-26 Strategic Plan which has been endorsed by all club members at our AGM in March. Attached is our Strategic Plan and the relevant strategic objective is outlined on page 7</i></p> |  |
| <p><b>Attachments</b></p> <p><input checked="" type="checkbox"/> There are no attachments relating to Support for the Project or Event.</p> <p><input type="checkbox"/> The following documents are attached relating to Support for the Project or Event:</p> <ol style="list-style-type: none"> <li>1. 2022 - 26 Strategic Plan</li> <li>2.</li> <li>3.</li> </ol>  |  |

## Project or Event Management

Ongoing Projects or Events

*Describe how the proposed project or event will be managed into the future:  
(outline how you will ensure sustainability and achieve outcomes for the project or activity)*

One-off Projects or Events

*Describe how the proposed project or event will be managed:  
(outline how you will achieve outcomes for the project or activity)*

*The club will be implementing a stringent maintenance regime on the roller to ensure durability and provide a long term investment by the club and Council. The club will create a position description and standard operating procedures to ensure that the responsible curator is ensuring that the equipment is used appropriately and enable sustainable long term outcomes for the club and the community.*

*to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered***

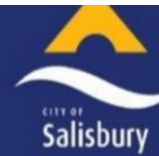
| Application Declaration  |   |
|--|---|
| <p><i>Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)</i></p>   |   |
| <p>Please read, tick the <b>S1</b> and <b>S2</b> boxes and sign:</p>   |   |
| <b>S1</b>  | <b>S2</b>   |
| <input checked="" type="checkbox"/>  | <input checked="" type="checkbox"/>   |
| I acknowledge that I am authorised to make this application on behalf of the Organisation.   |   |
| <input checked="" type="checkbox"/>  | <input checked="" type="checkbox"/>   |
| I acknowledge that the information provided in this application is true and correct.   |   |
| <input checked="" type="checkbox"/>  | <input checked="" type="checkbox"/>   |
| I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.  |   |
| <input checked="" type="checkbox"/>  | <input checked="" type="checkbox"/>   |
| I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria. |   |
| <input checked="" type="checkbox"/>  | <input checked="" type="checkbox"/>   |
| I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.  |   |
| <p>On behalf of <u>Para Hills Cricket Club</u> (Group/Organisation)</p>  |   |
| <p>Tyson Roling / Secretary</p> <p>(Name/Position)</p>   | <p>Domenic Decrea / President</p> <p>(Name/Position)</p>  |
|  <p>(Signature 1)</p>   |  <p>(Signature 2)</p> |
| <p>14/6/2022</p> <p>(Date)</p>   | <p>14/6/2022</p> <p>(Date)</p>  |
| <p>Contact (phone number): <span style="background-color: black; color: black;">XXXXXXXXXX</span></p>  | <p>Contact (phone number): <span style="background-color: black; color: black;">XXXXXXXXXX</span></p>     |

Both signatories will be contacted to verify the application - a contact phone number must be provided for each. Your Application will not be submitted until contact and verification has occurred, no exception.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered



Effective 23 August 2021



# **Community Grants Program**

## **Guidelines and Eligibility Criteria**



*live it up*

## Contents

|     |   |    |
|-----|---|----|
| 1.  | Introduction .....  | 3  |
| 2.  | Submitting an Application .....                                 | 4  |
| 3.  | Community Grants Program Aim and Objectives .....               | 5  |
| 4.  | Funding Rounds Opening and Closing Dates .....                  | 5  |
| 5.  | Community Grants Program Categories.....                        | 5  |
| 6.  | Types of Community Grants and Amount of Funding .....           | 6  |
| 7.  | Eligible Areas .....  | 6  |
| 8.  | Eligibility to Apply .....                                      | 7  |
| 9.  | Eligible Items .....  | 9  |
| 10. | Ineligible Items .....  | 9  |
| 11. | Application Process.....  | 11 |
| 12. | Funding Criteria .....  | 12 |
| 13. | Community Grant Application .....                               | 13 |
| 14. | Referees .....  | 14 |
| 15. | Financial Information .....                                     | 14 |
| 16. | Application Outcome .....                                       | 14 |
| 17. | Expenditure of Community Grants Program Funds .....             | 15 |
| 18. | Goods and Services Tax (GST) .....                              | 16 |
| 19. | Presentation of Community Grants Program Cheques .....          | 16 |
| 20. | Accountability and Reporting Requirements.....                  | 16 |
| 21. | Repayment of Community Grant .....                              | 17 |
|     | ATTACHMENT A – Community Grants Program Documents .....         | 18 |
|     | ATTACHMENT B – Likely Funded Project and Event Examples .....   | 19 |
|     | ATTACHMENT C – Unlikely Funded Project and Event Examples ..... | 20 |
|     | ATTACHMENT D - Project Evaluation Requirements .....            | 21 |
|     | ATTACHMENT E – Frequently Asked Questions.....                  | 22 |

## City of Salisbury Community Grants Program Guidelines and Eligibility Criteria

This document sets out the application process for organisations and groups wanting to apply for a Community Grant with the City of Salisbury. Applicants should review these Guidelines and Eligibility Criteria document carefully before submitting the organisation or group's application form. By submitting an Application Form your organisation or group agrees and acknowledges that it is bound by these Guidelines and Eligibility Criteria.

Applications must not be lodged unless all the eligibility criteria are met. The organisation or group must notify the Community Grants Program if it becomes aware that any of the criteria will not be met subsequent to the application being lodged.

If the organisation or group becomes aware that the application form is incorrect or requires updating the application form must be resubmitted with the correct and updated information.

The organisation or group acknowledges that it places no reliance on, and the Community Grants Program have not made any promise or statement, in association with the organisation or group's chances of receiving a Community Grant.

If you require any assistance in completing your application, please phone 8406 8352 and a City of Salisbury staff member will be happy to help you.

### 1. Introduction

- 1.1. The City of Salisbury, through its Community Grants Program, aims to encourage, develop and support community projects and events that provide a service to residents of the City of Salisbury, which foster opportunities for community participation and development.
- 1.2. The guidelines contained within this document outline the types of projects and events that will be considered for community grant funding. Eligible organisations or groups are invited to apply for up to \$5,000 to assist with projects and events:
  - Community Grants are bound to an upper limit of **\$5,000.00**;
  - For new groups an establishment grant may be available which is limited to a maximum of \$2,500 for an unincorporated (not-for-profit) group and \$5,000 for an incorporated group.
  - Up to \$2,000 funding towards the purchase of a Defibrillator.
- 1.3. The Community Wellbeing and Sport Committee may choose to allocate funding at an amount less than the maximum at its absolute discretion.
- 1.4. The Community Grants Program is open for applications year round and applications are submitted monthly.

*Community Grants Program Guidelines and Eligibility Criteria - Page 3 of 18*

## 2. Submitting an Application

- 2.1. A new application form is required every funding round and the **current** *Community Grant Application Form* must be accessed from the City of Salisbury website. The form can be downloaded from the City of Salisbury website:  
[www.salisbury.sa.gov.au/Council/Grants\\_and\\_Awards/Grants/Community\\_Grants](http://www.salisbury.sa.gov.au/Council/Grants_and_Awards/Grants/Community_Grants).
- 2.2. The application form can be completed by:
  - Downloading the *Current Community Grant Application Form - Print & Complete [Handwriting Version]* form, print the form and complete by hand; **or**
  - Downloading the *Current Community Grant Application - Fillable PDF Form [Electronic Version]* form, save to your computer, complete electronically and print the completed form for submission or email direct using the email button.
- 2.3. Organisations or groups may request a hard copy application form to be posted by telephoning the Community Grants Program on 8406 8352.
- 2.4. Applicants are encouraged to submit their completed application via email to:  
[city@salisbury.sa.gov.au](mailto:city@salisbury.sa.gov.au).
- 2.5. Where email is not possible applications can be:

|                            |  |
|----------------------------|--|
| Faxed to:                  | 8281 5466  |
| Posted to:                 | City of Salisbury<br>Community Grants Program<br>PO Box 8<br>SALISBURY SA 5108 |
| Delivered in<br>Person to: | City of Salisbury<br>34 Church Street<br>SALISBURY SA 5108                     |
- 2.6. To assist applicants a *Guide to completing the City of Salisbury Community Grant Application* is also available from the City of Salisbury website.
- 2.7. If assistance is required with completing your application, please call the Community Grants Program on 8406 8352 and a City of Salisbury staff member will be happy to help you.

### 3. Community Grants Program Aim and Objectives

#### *Aim*

- 3.1. The Community Grants Program aims to uphold and improve community participation and development by providing financial assistance for activities, services and projects that support activities and services that sustain and/or enhance health and wellbeing, community participation and sport and recreation.

#### *Objectives*

- 3.2. The objectives of the Community Grants Program are to:
- Increase opportunities for social activity and community participation: *increases in engagement, trust, respectfulness or collaboration; capacity to get involved in community groups or networks;*
  - Improve health behaviours and support healthy choices: *increases in improved mental health, physical activity, resilience and optimism and nutrition;*
  - Provide funds for one off projects or events that have a benefit for residents of the City of Salisbury: *better connected community, safer community, resourcefulness and interaction.*

### 4. Funding Rounds Opening and Closing Dates

- 4.1. The Community Grants Program funding rounds are open on an ongoing, rolling basis and are assessed monthly. Applications can be submitted at any time and will be processed in the next funding round.
- 4.2. Application forms must be properly completed and successfully received by the 15th of each month to be assessed by the Community Wellbeing and Sport Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting). Due to the timing and assessment process applications will take a minimum of five (5) weeks. It is the responsibility of the Applicant to ensure the application form is properly completed and successfully submitted before the deadline.

### 5. Community Grants Program Categories

*Community Grants Program funding is available under the following categories:*

- Community Grant
- Community Grant – Establishment of a new group
- Community Grant - Event (*applicants must organise public liability insurance*)
- Community Grant - Project
- Community Grant Event - Christmas Carols
- Community Grant - Defibrillator

*Community Grants Program Guidelines and Eligibility Criteria - Page 5 of 18*

## 6. Types of Community Grants and Amount of Funding

*Different levels of funding are available to eligible organisations under the following categories:*

- Community Grant – Event: up to \$5,000 per year
- Community Grant Event – Christmas Carols: up to \$5,000 per year
- Community Grant – Project: up to \$5,000 per year
- Community Grant – Defibrillator: one-off funding up to \$2,000 (*conditions apply*)
- Community Grant: up to \$5,000 per year
- New Establishment Grant for Non-incorporated, Not for Profit, organisations: up to \$2,500
- New Establishment Grant for Incorporated organisations: up to \$5,000

## 7. Eligible Areas

- Health
- Establishment of a new group
- Education and Training
- Sport / Recreation
- Environment
- Culture / Arts
- Disability
- Youth
- Crime Prevention
- Aged
- Event

*Community Grants Program Guidelines and Eligibility Criteria - Page 6 of 18*

## 8. Eligibility to Apply

### *Eligible Organisations*

- 8.1. The Community Grants Program will only provide funds to eligible organisations and groups that have not-for-profit objectives:
- Non-Government, Incorporated community organisation or group;
  - Non-incorporated organisations endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission. DGR status must be maintained until such time as the community grant is acquitted and evidence must be provided with the community grant application.
  - The group/organisation must be established as a legally constituted incorporated organisation or can demonstrate they are auspiced by an incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury\*.
  - The group/organisation has a satisfactory management structure (e.g. President, Secretary, Treasurer). Evidence must be provided by way of meeting minutes that the group/organisation's committee has endorsed submission of the Community Grant Application.
  - Where applicable, the group/organisation has not received a Community Grant from the City of Salisbury within twelve months of submitting this application.
  - The organisation or group must hold a current bank account in South Australia in its name (i.e. the name of the organisation or group applying for the Community Grant must have their bank account in the same name).

*\* Legal entity details are checked with the Australian Business Register (ABR) website. If the organisation or group's legal entity is not clearly listed on the ABR website the Community Grants Program will request a copy of the legal entity's Certificate of Incorporation or Registration.*

### *Non-Eligible Organisations*

- 8.2. Funding will not be considered for the following:
- An organisation trading as a Sole Trader or Individual including applications placed by organisations on behalf of individuals;
  - An organisation that is a non-incorporated body and is not auspiced by a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission;
  - Organisations that are seeking commercial gain from the project (either directly or indirectly);
  - Organisations that have any outstanding acquittals and associated documents for any previous Community Grants Program funding;
  - Money already spent or funding of existing debts or shortfalls;
  - Salaries (initial or on-going);

*Community Grants Program Guidelines and Eligibility Criteria - Page 7 of 18*

- Recurrent administration or ongoing costs;
  - Capital development (e.g. renovations or building changes, which will be permanently part of the structure);
  - Upgrading facilities which belong to Local, State or Commonwealth Governments;
  - Educational programs in schools and other formal educational institutions;
  - Employment and training programs which are the core responsibility of State and Commonwealth Governments;
  - Applications from Public or Private Schools (unless the application is for assistance with a Community event);
  - Organisations receiving Local, State or Federal Government funding either directly or indirectly via a third party for the same purpose;
  - Organisations located outside of South Australia.
- 8.3. An organisation is assessed as a whole business entity when determining eligibility, rather than broken down into different locations or operations - for example, an organisation that receives Community Grants Program funding for the provision of services, a project or event may not receive a second source of Community Grants Program funding for similar services, project or event, regardless of its operation or location, within twelve (12) months of receipt of their previous Community Grant.
- 8.4. An eligible organisation may apply for one-off Community Grants Program funding for up to \$2,000 to assist with the purchase of a defibrillator. Organisations may apply for defibrillator funding regardless of any Community Grants Program funding received within twelve (12) months however the previous funding must have been acquitted in full. The following conditions apply for Defibrillator funding:
- Active recreation or sport clubs or community organisations whose purpose is the delivery of active recreation or sport programs and services in South Australia are encouraged to apply for defibrillator funding through The Office of Recreation, Sport and Racing's Active Club Program – Program and Equipment funding category;
- It is recommended that organisations register the availability of their AEDs to increase public awareness and availability of AEDs in emergency situations. SA Ambulance and St John Ambulance Australia manage separate voluntary registration platforms that organisations can utilize to register their AEDs availability for public use.
- The SA Ambulance register is only used by 000 emergency operators during suspected SCA episode to direct callers to the nearest public use AED location. The registration website can be accessed via <http://www.saambulance.com.au/NewsPublications/AEDRegister.aspx> The St John AED registration website can be accessed via <https://data.aed.stjohn.org.au/registration.aspx> and will be made available to the public via a website map or phone app.

*Applicants are encouraged to contact the Community Grants Program to discuss the process for defibrillator funding prior to submitting an application.*

*Community Grants Program Guidelines and Eligibility Criteria - Page 8 of 18*

## 9. Eligible Items

Funding will be considered for the following:

### 9.1. *Equipment*

- 9.1.1. Funding may be considered for equipment purchases that are integral to a project or event providing the application demonstrates how the equipment will support delivery of the program or event. All items must be justified and be relevant to the project/event.

### 9.2. *Administration and Organisational Costs*

- 9.2.1. An organisation or group's start-up administration costs, including:

- capital equipment (e.g. computers, office furniture, machinery, tools, sport equipment etc.);
- consumables;

All items must be justified and be relevant to starting up the organisation or group.

### 9.3. *Replacement Items*

- 9.3.1. Consideration will be given to replacing items previously funded through the Community Grants Program after a reasonable period of time has elapsed and where sufficient justification for replacement is provided.

### 9.4. *Public Events and Tournaments*

- 9.4.1. Funding may be considered for eligible items related to the costs associated with exhibitions, fairs, festivals, entertainment, sport and leisure events. Eligible items include costumes and accessories, sport uniforms and equipment, hall hire, bus hire, marquee & furniture hire, trophies, medals, musical instruments, public address equipment.
- 9.4.2. Applicants must organise public liability insurance and provide evidence of insurance with the grant application.

### 9.5. *New Establishment Grant*

- 9.5.1. Applications to establish a new organisation or group must address the sustainability of the service or program and must include evidence that the program and the organisation will have sufficient resources or foundation to maintain the program once the Community Grants Program funds have been expended.

### 9.6. *Defibrillator*

- 9.6.1. Funding may be considered to assist with the purchase of a defibrillator. All other eligibility criteria applies, with the exception that eligible organisations may apply for Defibrillator Funding if they have received Community Grants Program funding for a project or event within twelve (12) months, providing the funding has been acquitted in full.

*Community Grants Program Guidelines and Eligibility Criteria - Page 9 of 18*

## 10. Ineligible Items

Funding will not be considered for the following:

### 10.1. *Projects or items not deemed consistent with the Community Grants Program Aim and Objectives*

- 10.1.1. Funding for projects that support activities that are not consistent with the City of Salisbury's Aim and Objectives will not be considered.

### 10.2. *Existing Projects*

- 10.2.1. Projects or events that have already commenced with the exception of those considered to be a significant new direction or enhancement of an existing project.

### 10.3. *Expenses*

- Accommodation costs;
- Personal transportation costs such as fuel expenses and maintenance;
- Vehicle acquisition.

### 10.4. *Administration and Organisational Costs*

- 10.4.1. An organisation's **ongoing business**, administration or **day-to-day** running costs, including:
- capital equipment (e.g. computers, office furniture, machinery, tools etc.);
  - vehicles (used for business or administration purposes);
  - fundraising activities (for commercial, competition and/or event door prizes);
  - consumables (e.g. paper, toner, stationery, equipment etc.);
  - maintenance and repairs;
  - service charges (including additional warranties, service agreements and maintenance).

**However, some administrative costs may be considered if directly and exclusively associated with the establishment of the project.**

### 10.5. *Wages and Salaries*

- 10.5.1. Wages, salary payments or consideration of any type (e.g. payment to presenters/trainers/instructors including gifts for services/guest speakers etc.).

### 10.6. *Memberships and Fees*

- 10.6.1. Memberships and fees (e.g. physical fitness centre memberships, club memberships, entrance fees).

*Community Grants Program Guidelines and Eligibility Criteria - Page 10 of 18*

**10.7. Existing Debts and Shortfalls**

- 10.7.1. Reimbursement of expenses incurred by the organisation prior to grant funds being approved.

**10.8. Other Exclusions**

- 10.8.1. Equipment and services that are not supported by a program of activities and services.
- 10.8.2. Public Liability Insurance.

**10.9. Prior Funding Received for Defibrillators**

- 10.9.1. Defibrillator Applications will not be considered for organisations that have already received prior (one-off) Community Grants Program funding for the purchase of a defibrillator.

**11. Application Process**

- 11.1. An acknowledgement letter will be posted within ten (10) working days of receiving the application. Community Grants Program Staff may contact you via post or email to seek further information. Community Grants Program Staff will contact both signatories to verify the application (application will not proceed until verification has occurred).
- 11.2. Applications that are incomplete or do not contain all essential documentation may be considered ineligible or result in deferral to a subsequent round to enable an assessment to be made pending receipt of the incomplete/additional information. Applicants are requested to submit additional information within the timeframe for submission to the next round. Should the additional information not be received within three (3) months of receipt of the original application the application will be deemed ineligible and the organisation or group must submit a new application should it wish to proceed with applying for Community Grant funding.
- 11.3. Any changes in circumstances with regard to the Application must be made in writing; such as: resignation of the person responsible for the Grant, contact person details, change of address, change of ABN or any other variation to that listed on the Application. Receipt of the variation will be acknowledged in writing and the organisation or group may be asked for further information or to resubmit their Application.

**Assessment of Applications**

- 11.4. All applications are submitted to and assessed by the Community Wellbeing and Sport Committee at their monthly meeting.
- 11.5. A copy of Community Grant applications and any other relevant document(s) are presented to the Community Wellbeing and Sport Committee in its entirety as an attachment to the Committee Report. This means that all information contained within the application forms part of a public document and as such can be inspected by anyone. Reports presented to the Community Wellbeing and Sport Committee is also accessible via the City of Salisbury website.

- 11.6. Applications received that are identified ineligible against the funding guidelines are submitted to the Community Wellbeing and Sport Committee for information. A copy of the application and any other relevant document(s) is presented to the Community Wellbeing and Sport Committee in its entirety as an attachment to the Committee Report as outlined in paragraph 11.4.
- 11.7. Applications are assessed on merit and a comparative assessment made of all applications to establish priority for funding. Funding should not be anticipated or believed to be automatic.
- 11.8. Final decisions on all applications are at the discretion of Community Wellbeing and Sport Committee.
- 11.9. Applications in excess of available grant funds may result in some applications not being approved, being approved for a reduced amount or being deferred to a subsequent funding round even though they meet the eligibility requirements.

## 12. Funding Criteria

The following criteria are examined when assessing applications:

### 12.1. *Aim and Objectives*

- 12.1.1. The project must meet the Aim and Objectives of the Community Grants Program.

### 12.2. *Target Group*

- 12.2.1. The primary target group for projects and events must be the City of Salisbury community.

### 12.3. *Project Outcomes*

- 12.3.1. The project must provide one or more of the following outcomes for the City of Salisbury community:
  - promote and enhance healthy lifestyles, particularly nutrition, physical activity and mental wellbeing;
  - encourage involvement in community activities;
  - reduce social isolation;
  - encourage supportive and safe communities;
  - address gaps in local services;
  - Social Connectedness; and
  - Mental Wellness.

### 12.4. *Contribution*

- 12.4.1. Organisations and groups are expected to contribute towards the project. This can be financial or in-kind (such as the provision of volunteer labour costs).

### 12.5. *Value for Money*

- 12.5.1. Grant funds requested must be proportional to the benefits provided and the number of members/residents targeted by the project.

*Community Grants Program Guidelines and Eligibility Criteria - Page 12 of 18*

### 13. Community Grant Application

- 13.1. Applicants must address the following points in their application for Community Grants Program funding:

#### *Target Group*

- 13.2. Applications must identify the target group in the City of Salisbury that is the subject of the project. Where possible it is advantageous to provide evidence that the target group:
- is the focus of the project or event;
  - has been consulted about and is involved in the project or event;
  - is committed to actively participating in the project or event in significant numbers; and
  - has expressed support for the project or event.
- 13.3. The application must outline details of the relationship of the applicant to the target group.

#### *Project or Event Plan*

- 13.4. Provide a Project/Event Plan which details the activities and services that will be facilitated. The Project/Event Plan should include:
- details of the proposed program of activities and services including frequency and duration (this refers to the activities that will be supported by the project, or the items or services to be purchased with grant funds);
  - timeframes and how the project will be implemented, facilitated, and monitored;
  - details of the benefits/outcomes that the target group will derive from the project; and
  - details of how the project will meet any of the Community Grants Program Aim and Objectives.

#### *Budget Plan*

- 13.5. Provide a Budget Plan with details of the items/services to be purchased or works to be undertaken for the project. The Budget Plan must be reasonably costed and include:
- total cost of the project or event;
  - the amount of grant funds requested;
  - funds committed to the project by the applicant (this contribution can be financial or in-kind);
  - funds committed to the project from other sources, such as donations, funding from other stakeholders, funding from other grant sources; and
  - one quotation for each item requested.
- 13.6. Note that quotations must include GST and be sufficiently formal to clearly identify the proposed supplier and the items requested.

*Community Grants Program Guidelines and Eligibility Criteria - Page 13 of 18*

### *Evaluation Plan*

- 13.7. Provide an Evaluation Plan appropriate to the complexity of the project and the level of funding requested. This must include details of:
- measures that will be taken to gather information to evaluate the project;
  - criteria that will be used to measure the success of the project; and
  - how information gathered for evaluation will be used to enhance/direct the project.
- 13.8. The Evaluation Plan is essential to the application and will form the basis of the Project Evaluation that must be provided as part of the grant acquittal at the conclusion of the project.

### *Other Requirements*

- 13.9. In addressing the above points, applications must provide a level of detail that is in proportion to the amount of funds requested and the complexity of the project. Organisations applying for funding must demonstrate, where applicable:
- a capacity to provide infrastructure, administrative and operating costs;
  - an ability to support the project beyond the grant period; and
  - the availability of volunteer support for the ongoing viability of the project.

## **14. Referees**

- 14.1. Referees listed on the application may be contacted regarding their support and should be informed of their inclusion prior to the application being submitted. Members of the Management Committee cannot be a referee. Written evidence is not required of the referees support.

## **15. Financial Information**

- 15.1. The organisation or group must hold a current bank account in South Australia in its name. The account name (the organisation or group, not the type of account – i.e. savings, cheque), financial institution name (the name of the bank or credit union) and the location (city/suburb of where the account is held) is the only information required. BSB and account numbers are not required to be submitted on the application.

## **16. Application Outcome**

- 16.1. All applicants will receive written notification via post regarding the outcome of their application.

### *Unsuccessful Applicants*

- 16.2. If applicants are unsuccessful they are encouraged to phone or request an appointment with the Community Grants Program staff to receive feedback about the decision and where applicable aspects of the application that may be improved should the applicant wish to resubmit.

## 17. Expenditure of Community Grants Program Funds

### *Successful Applicants - Contractual Obligations*

- 17.1. Successful applicants will receive a notification letter and Acceptance of Community Grant – Form 1 which is a legally binding agreement detailing the terms and conditions of funding. The Acceptance letter contains obligations which include agreed project or event outcomes and timeframes, acquittal, reporting and evaluation requirements. Agreements will be in place for a six (6) month period.
- 17.2. Organisations or groups that are awarded a community grant must only use their community grant to implement their project or event as outlined in their application form and spent in accordance with the conditions of the agreement.
- 17.3. Any proposed change to the project or expenditure of grant funds must be requested in writing to the Community Grants Program.
- 17.4. Organisations or groups must spend their Community Grant within six (6) months of receipt of Community Grant funding or they may be asked to return all or part of the funding. Unspent Community Grant funds must be returned to the City of Salisbury at the end of the project/event period. An unspent amount less than \$10.00 is not required to be returned.
- 17.5. Checks are undertaken to ensure that all information provided can be substantiated and that the Community Grant funding was spent on eligible items. All tax invoices and/or receipts submitted with the acquittal documentation must contain the business name, date of transaction, contact details and ABN number listed (where applicable) of the supplier. All items must be clearly identifiable and listed separately.
- 17.6. Where valid tax invoices or receipts cannot be produced the organisation or group will be requested to complete a statutory declaration, declaring that the Community Grant funding was used to purchase eligible items. Failure to provide valid tax invoices or receipts may result in the organisation or group's ineligibility for any future Community Grants regardless of completion of a statutory declaration. Failure to complete a statutory declaration will result in the organisation or group being requested to return the applicable Community Grant funding.

## 18. Goods and Services Tax (GST)

- 18.1. If the organisation or group is registered for GST and the application for Community Grant funding is successful, a tax invoice must be provided with the Acceptance of Community Grant Form before payment can be made. Furthermore, the Grant will be subject to GST and the organisation or group will be liable to remit the GST component to the Australian Taxation Office.
- 18.2. The Tax Invoice must clearly state the words **TAX INVOICE, Business Name, ABN and the approved Grant funding amount including GST.**

### *ABN Declaration*

- 18.3. If the organisation or group does not have an ABN, an ABN Declaration must be completed as part of the application process.
- 18.4. Furthermore, if the organisation or group does not have an ABN, the City of Salisbury may be obliged to withhold tax from Grant payments at the highest marginal tax rate (currently 48.5%) unless a "Statement by a Supplier" is completed to justify the City of Salisbury not withholding from the payment. This document is contained within the Community Grants Program Application Form "Declaration Where No Australian Business Number is Required".
- 18.5. For more details, contact the Australian Tax Office on **132 866**.

## 19. Presentation of Community Grants Program Cheques

- 19.1. Successful applicants will receive payment by bank cheque made out to the organisation submitting the application form. The presentation of Community Grant cheques will take place at a quarterly Ceremony held on the fourth Wednesday of the month in March, June, September and December. Successful applicants are invited to attend a Community Grants Program Cheque Presentation Ceremony on the 4th Wednesday of the relevant quarter at the City of Salisbury Municipal Offices.
- 19.2. Requests for early disbursement of funds must be made in writing. Approval is at the discretion of the Chairman of the Community Wellbeing and Sport Committee and the relevant General Manager.

## 20. Accountability and Reporting Requirements

- 20.1. The reporting and acquittal requirements are specified in the Acceptance of Community Grant Letter. This legally binding agreement must be signed and returned within seven (7) days of receipt of the Acceptance Letter.
- 20.2. All organisations and groups approved for Community Grants Program funding will be required to:
- Measure the impact of the project or event and report the results in a Project/Event Evaluation;
  - Acknowledge the City of Salisbury as the funding body where applicable;
  - Provide valid tax invoices/receipts (*the organisation or group should maintain financial records in accordance with the generally accepted accounting principles and comply with the relevant laws in force in South Australia*);
- 20.3. These documents are due within six (6) months of receiving the grant funding and is detailed in the Acceptance of Community Grant Offer letter.
- 20.4. The Community Grants Program requires organisations and groups to comply with reporting requirements for past completed projects and events to be eligible to receive future community grants funding for another project or event. Failure to comply will result in the organisation or group being ineligible for future community grant funding.

### *Recognition of Community Grants Program Funding*

- 20.5. Organisations must acknowledge the City of Salisbury's financial contribution to the project or activity where appropriate, e.g. through recognition of the grant in publicity and/or marketing material (use of the City of Salisbury Corporate Logo is prohibited without consent from the City of Salisbury Marketing Department).

## 21. Repayment of Community Grant

- 21.1. The City of Salisbury may take action to recover the Community Grant paid to the organisation or group if:
- The organisation or group does not use the Community Grant as set out in the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria and/or the Acceptance of Community Grant Agreement;
  - If applicable, the organisation or group does not have Deductible Gift Recipient (DGR) status at the time of acquittal;
  - The organisation or group does not provide documentation as required under these guidelines by the times specified.

## **ATTACHMENT A – Community Grants Program Documents**

- 1. Documents relating to the Community Grants Program**
  - 1.1. Application form for the City of Salisbury Community Grants Program;
  - 1.2. A Guide to completing the City of Salisbury Community Grant Application;
  - 1.3. The Acceptance of Community Grant Offer – Form 1 letter
- 2. Documents relating to the Acquittal of successful Community Grant funding**
  - 2.1. Acquittal – Form 2
  - 2.2. Tax Invoice/Receipt
  - 2.3. Project Evaluation Report (refer to Attachment D).

**ATTACHMENT B – Likely Funded Project and Event Examples**

*Project/Event examples likely to be funded through the Community Grants Program*

| <b>Project/Event</b>          | <b>Grant funds can assist to:</b>  |
|-------------------------------|--|
| Community Christmas Carols    | Purchase of candles, booklets, stage hire, children's entertainment (i.e. face painting, jumping castle); fireworks, catering, advertising).   |
| New Group                     | Purchases to establish the group such as computer equipment, launch catering, costs associated with inaugural Annual General Meeting, forums and workshops – i.e. seal, venue hire, stationery, promotional materials, letterhead, envelopes and stamps. |
| Volunteer Lawn Mowing Service | Purchase of mowing equipment and garden tools appropriate to the project.  |
| Fitness classes               | Purchase equipment appropriate to the project ( <i>a fitness trainer is not eligible as this is deemed a salary</i> ).   |
| Dance Club Competition        | Purchase uniforms, material, costumes and related accessories.   |
| Craft Groups                  | Purchase equipment and supplies appropriate to the project ( <i>i.e. purchase of wool and knitting needles to knit knee rugs for the needy</i> ).  |
| Men's Shed                    | Purchase equipment and furniture for woodworking, metalworking and social activities.  |
| Sporting Club                 | Purchase training equipment and uniforms; bus hire to transport team to an event.  |
| History Group                 | Purchase computer and scanning equipment for scanning of books.  |

*Community Grants Program Application Guidelines and Eligibility Criteria – Attachment B*  
Page 19

## ATTACHMENT C – Unlikely Funded Project and Event Examples

*Examples of projects/events and items **unlikely** to be funded through the Community Grants Program*

| Project/Event  | Items  |
|--|--|
| <ul style="list-style-type: none"> <li>Projects or events held outside the City of Salisbury region.</li> </ul>  | <ul style="list-style-type: none"> <li>Gifts for any purpose (i.e. judges, MC's, presenters).</li> </ul>   |
| <ul style="list-style-type: none"> <li>Capital equipment that is stored at a residential address (e.g. computers, office furniture, machinery, tools etc.).</li> </ul> | <ul style="list-style-type: none"> <li>Capital equipment (e.g. computers, office furniture, machinery, tools etc.) unless for the establishment of a new group.</li> </ul> |
| <ul style="list-style-type: none"> <li>Project that requests the purchase of a vehicle.</li> </ul>   | <ul style="list-style-type: none"> <li>Website Development.</li> </ul>   |

*Examples of items **ineligible** for funding through the Community Grants Program*

|   |  |
|---|--|
| <ul style="list-style-type: none"> <li>Salaries, wages or compensation – i.e. payment for competition judges, trainers, presenters, umpires including gifts for service.</li> </ul> | <ul style="list-style-type: none"> <li>Vehicle acquisition.</li> </ul>     |
| <ul style="list-style-type: none"> <li>Payments to volunteers.</li> </ul>   | <ul style="list-style-type: none"> <li>Consumables.</li> </ul>             |
| <ul style="list-style-type: none"> <li>Payments for fuel expenses/vehicle maintenance.</li> </ul>   | <ul style="list-style-type: none"> <li>Maintenance and repairs.</li> </ul> |

*Community Grants Program Application Guidelines and Eligibility Criteria – Attachment C*  
Page 20

### **ATTACHMENT D - Project Evaluation Requirements**

1. An evaluation of the project must be undertaken at the completion of the grant period as detailed in the Acceptance of Community Grant letter.
2. Where applicable, the Project Evaluation must detail the following:
  - 2.1. Introduction – *outline the project, its purpose and overall achievements.*
  - 2.2. People assisted (target group) – *provide details about the people assisted by the project. This could include families, individuals, age groups, type and level of needs/issues.*
  - 2.3. Number of people assisted by the project (*and outlining the number of residents of the City of Salisbury*).
  - 2.4. Assistance provided – *describe what was provided for the target group in terms of programs, activities, other actions or strategies, such as:*
    - 2.4.1. *Assistance to meet general and basic needs;*
    - 2.4.2. *Group programs, courses, activities and training;*
    - 2.4.3. *Improving resources/facilities/equipment or other initiatives.*
  - 2.5. Outcomes achieved by target group – *describe what the target group achieved through participation in the project, such as:*
    - 2.5.1. *Improvement in knowledge, skills, self-esteem, social contacts/networks, motivation, confidence, community participation, quality of life, empowerment and personal development;*
    - 2.5.2. *Enhanced healthy lifestyles, particularly physical activity and mental well-being;*
    - 2.5.3. *Reduction in social isolation.*
  - 2.6. Other achievements – *describe other achievements of the project, such as:*
    - 2.6.1. *Existing programs expanded or enhanced;*
    - 2.6.2. *Improvement in facilities or services;*
    - 2.6.3. *New programs or services established;*
  - 2.7. Any other comments or information relevant to the project or event, such as *newspaper articles, media releases, internal newsletters, etc.*

## **ATTACHMENT E – Frequently Asked Questions**

### *About applying for a City of Salisbury Community Grant*

#### **1. Will late applications be accepted?**

- 1.1. Applications for Community Grants must be received by the 15<sup>th</sup> of each month to be assessed by the Community Wellbeing and Sport Committee the following month (i.e. an application received by the 15<sup>th</sup> of February will be assessed at the March Meeting). Applications received after the 15<sup>th</sup> of the month will be submitted for the following round, without exception (i.e. an application received on the 16<sup>th</sup> of February will be assessed at the April meeting as it has missed the March deadline).

#### **2. When will organisations or groups know if their application is successful?**

- 2.1. All applicants will be advised in writing about the outcome of their application within ten (10) days of the relevant Community Wellbeing and Sport Committee meeting.

#### **3. How do organisations and groups apply for Community Grants?**

Applications can be submitted in the following ways:

- 3.1. A new application form is required every funding round and the current Community Grant Application Form must be accessed from the City of Salisbury website. The form can be downloaded from the City of Salisbury website: [www.salisbury.sa.gov.au/Council/Grants\\_and\\_Awards/Grants/Community\\_Grants](http://www.salisbury.sa.gov.au/Council/Grants_and_Awards/Grants/Community_Grants).
- 3.2. The form can be saved to a computer, completed electronically and then printed for submission or printed and completed by hand for submission.
- 3.3. Organisations or groups may request a hard copy application form to be posted by telephoning the Community Grants Program on 8406 8352.
- 3.4. Applicants are encouraged to submit their completed application via email to: [city@salisbury.sa.gov.au](mailto:city@salisbury.sa.gov.au).

**4. What if our organisation or group doesn't have access to the internet or email?**

4.1. Where email is not possible applications can be:

Faxed to: 8281 5466

Posted to: City of Salisbury  
Community Grants Program  
PO Box 8  
SALISBURY SA 5108

Delivered in  
Person to: City of Salisbury  
34 Church Street  
SALISBURY SA 5108

**5. Can I speak to someone about our organisation or group's Community Grant Application if I deliver it in person?**

5.1. While City of Salisbury staff endeavour to make themselves available at short notice this is not always possible and therefore Applicants are encouraged to phone the Community Grants Program to make an appointment should they wish to speak to staff when submitting their Application.

**6. Can our organisation or group get assistance to complete the Community Grant application?**

- 6.1. To assist applicants a *Guide to completing the City of Salisbury Community Grant Application* is also available from the City of Salisbury website.
- 6.2. If assistance is still required with completing your application, please call the Community Grants Program on 8406 8352 and a City of Salisbury staff member will be happy to help you. Staff are unable to provide personal advice however will guide you as to the information required in the application.

**7. Do documents need to be included with the application?**

7.1. Yes. All relevant documents requested must be provided with your Application. Failure to provide the documents required will result in a delay with processing your application to the Community Wellbeing and Sport Committee; or the Application may be deemed ineligible.

**8. Can organisations and groups submit more than one application per round?**

- 8.1. No. Organisations and groups that receive community grant funding will not be eligible to apply for funding for a period of twelve (12) months from the date of funding receipt. Furthermore community grant funding already provided for a project/event is not eligible to apply for further funding to assist with that same project/event regardless of when the funding was received.
- 8.2. Organisations may apply for one-off Defibrillator Funding regardless of having received Community Grants Program funding within twelve (12) months, providing the funding has been acquitted in full (*subject to conditions outlined in section 8.4*).

**9. Who assesses the Community Grants Program Applications?**

- 9.1. The Applications are assessed initially by the Community Grants Program Team and the General Manager Community Development who make recommendations to the Community Wellbeing and Sport Committee based on the Community Grants Program Eligibility Criteria.
- 9.2. The Community Wellbeing and Sport Committee have delegation to authorise funding and make the final decision on offering grants.

**10. How are the Community Grants Program Applications assessed?**

- 10.1. Applications are assessed on merit based on the following criteria:
  - The level and type of need, evidence of the need provided and geographic area;
  - The benefit to the target group, specifically residents of the City of Salisbury;
  - Proposals that represent value for money;
  - Relevance to Community Grants Program Aims and Objectives and/or the City of Salisbury Strategic Plan;
  - New organisations or groups that can demonstrate sustainability and do not require ongoing funding to succeed;
  - Proposals that have secured in-kind support to reduce the project or event cost;
  - Proposals that demonstrate a level of community engagement;
  - The extent to which the applicant has the infrastructure, support or resources to successfully carry out the project or event;
  - The extent to which the application estimates, and proposes to measure, the impact of the project or event.

**11. Can organisations and groups apply for another round if they are unsuccessful in a previous round?**

11.1. Yes. Organisations and groups that are unsuccessful in a round can apply for another round providing the eligibility criteria has been met. An organisation or group that has been declined funding for a project or event can submit an application for a separate project or event (i.e. another application cannot be made for the same project or event that was declined). The application can be made at any time (the organisation or group doesn't need to wait twelve (12) months).

**12. Our organisation/group's name on the application is different from our ABN and/or that registered with ASIC, are we eligible to apply?**

12.1. No. The organisation or group applying for the Community Grant must have the same name registered with ASIC and the ASIC registration must be in the same name as the ABN registration. The only exception is where an organisation or group is auspiced by an incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury.

**13. If successful, when will our organisation receive the Community Grant cheque?**

13.1. Successful applicants will receive payment by bank cheque made out to the organisation submitting the application form. The presentation of Community Grant cheques will take place at a quarterly Ceremony held on the fourth Wednesday of the month in March, June, September and the second Wednesday of the month in December, commencing at 6.30 pm. The table below outlines the cheque presentation schedule:

| Application Received:      | Application submitted to the Community Wellbeing and Sport Committee held in: | Successful Applicants - Community Grants Program Cheque Presentation Ceremony to be held in: |
|----------------------------|---|--|
| 16 November to 15 December | January   | March  |
| 16 December to 15 January  | February  | March  |
| 16 January to 15 February  | March   | June   |
| 16 February to 15 March    | April   | June   |
| 16 March to 15 April       | May   | June   |
| 16 April to 15 May         | June  | September  |
| 16 May to 15 June          | July  | September  |
| 16 June to 15 July         | August  | September  |
| 16 July to 15 August       | September   | December   |
| 16 August to 15 September  | October   | December   |
| 16 September to 15 October | November  | December   |
| 16 October to 15 November  | December  | March  |



**RECOMMENDATION**That Council:

1. Note this information.

| <b>Date</b> | <b>Time</b> | <b>Function</b>   |
|-------------|-------------|---|
| 19/05/2022  | 12 Noon     | Lunch pre LGA Board meeting   |
| 19/05/2022  | 01:00 PM    | LGA Board of Directors meeting  |
| 20/05/2022  | 03:00 PM    | Meeting with Assistant Minister –Tourism in Nepal                             |
| 20/05/2022  | 04:00 PM    | Meeting with Local Business - Planning enquiry                                |
| 20/05/2022  | 05:30 PM    | Little Athletics Presentation Night   |
| 21/05/2022  | 11:00 AM    | John Street Fun Day   |
| 21/05/2022  | 03:00 PM    | The Hunt - SA Youth Week  |
| 22/05/2022  | 12 Noon     | Justice of the Peace Thank you Lunch  |
| 22/05/2022  | 02:45 PM    | BAPS Swaminarayan Mandir event  |
| 23/05/2022  | 11:00 AM    | Meeting with Mr Michael Brown MP Re: Election Commitments                     |
| 23/05/2022  | 12:30 PM    | Briefing for Sorry Day and Reconciliation Week                                |
| 23/05/2022  | 01:00 PM    | Meeting with Residents  |
| 23/05/2022  | 01:30 PM    | Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries |
| 23/05/2022  | 02:00 PM    | Mount Barker Tour of Hub  |
| 23/05/2022  | 04:30 PM    | Pre Council Meeting Briefing  |
| 23/05/2022  | 05:00 PM    | Weather Cross – Channel 9   |
| 23/05/2022  | 06:30 PM    | Council Meeting   |
| 24/05/2022  | 10:00 AM    | Meeting with Resident   |
| 24/05/2022  | 10:30 AM    | Meeting with resident re outdoor gym facilities                               |
| 24/05/2022  | 11:00 AM    | Catch - up with PA  |
| 24/05/2022  | 11:30 AM    | Meeting with Staff re: Sorry Day & Reconciliation speech                      |
| 24/05/2022  | 01:00 PM    | Council Meeting Filming   |
| 25/05/2022  | 07:00 AM    | Northern Business Breakfast   |
| 27/05/2022  | 02:30 PM    | Meeting with Resident   |
| 27/05/2022  | 06:45 PM    | 21 <sup>st</sup> Annual Leadership Excellence Gala Awards Dinner              |
| 28/05/2022  | 06:00 PM    | Basava Samiti of Asia Pacific Annual Function                                 |
| 30/05/2022  | 10:00 AM    | Cultural Awareness sessions - Reconciliation week                             |
| 30/05/2022  | 01:00 PM    | Meeting with Staff re: Council Land   |
| 30/05/2022  | 01:30 PM    | Meeting with PA   |
| 30/05/2022  | 02:30 PM    | Time for briefing before meeting  |
| 30/05/2022  | 03:00 PM    | Meeting with Member for Playford - Mr John Fulbrook                           |
| 30/05/2022  | 04:00 PM    | Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries |

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|            |          |   |
|------------|----------|---|
| 31/05/2022 | 10:00 AM | Church & John street Renewal Sod Turning                                      |
| 31/05/2022 | 11:00 AM | Photo - Mobara  |
| 31/05/2022 | 11:30 AM | Church/John Street Update   |
| 31/05/2022 | 01:00 PM | Meeting with Resident   |
| 31/05/2022 | 02:30 PM | Meeting with Resident re signage  |
| 31/05/2022 | 03:00 PM | Meeting with Resident   |
| 31/05/2022 | 12 Noon  | Catch up with PA  |
| 1/06/2022  | 09:30 AM | Aboriginal Cultural Sensitivity and respect training                          |
| 1/06/2022  | 02:00 PM | PA Catch-up   |
| 1/06/2022  | 03:00 PM | Regular Catchup to Discuss Current/Upcoming Planning/Building Issues          |
| 1/06/2022  | 03:30 PM | Pooraka Farm Community Centre & Men's Shed meeting                            |
| 3/06/2022  | 11:30 AM | Para Hills High School - RAP Launch   |
| 3/06/2022  | 02:00 PM | Mayor / CEO catch up  |
| 8/06/2022  | 12:30 PM | Catch up - PA   |
| 8/06/2022  | 01:30 PM | Discussion with women re education  |
| 8/06/2022  | 06:30 PM | Mawson Lakes Neighborhood Watch   |
| 10/06/2022 | 01:00 PM | Meet the Member for King, Mrs Rhiannon Pearce MP (Assistant Minister Pearce)  |
| 11/06/2022 | 06:30 PM | Italian Night – Fund Raising event  |
| 12/06/2022 | 09:00 AM | Salisbury Craft Market Fair 9am-4pm   |
| 12/06/2022 | 04:00 PM | Bhutanese Catch up  |
| 14/06/2022 | 02:00 PM | Media Issues - Regular Catch-up   |
| 14/06/2022 | 02:30 PM | Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries |
| 14/06/2022 | 03:00 PM | Helping JP  |
| 14/06/2022 | 03:15 PM | Helping JP  |
| 14/06/2022 | 04:00 PM | Art Panel Discussion and Decision   |
| 14/06/2022 | 06:30 PM | Special Council Meeting   |
| 14/06/2022 | 06:35 PM | Finance and Corporate Services Committee                                      |
| 14/06/2022 | 06:40 PM | Tree Management Appeals Sub Committee   |
| 15/06/2022 | 12:30 PM | Meeting with Residents  |
| 16/06/2022 | 10:00 AM | Salisbury Community Health Expo   |
| 16/06/2022 | 11:30 AM | Catch up - PA   |
| 16/06/2022 | 12:30 PM | Briefing re Meeting with Hon Blair Boyer MP                                   |
| 16/06/2022 | 01:00 PM | Mayor / GM - Community Development Monthly Meeting                            |
| 17/06/2022 | 11:00 AM | Read over briefing information for Meeting                                    |
| 17/06/2022 | 12 Noon  | Meeting with Hon Blair Boyer MP - re Partnership 2022                         |
| 17/06/2022 | 01:15 PM | Meeting with Resident re Zoning   |
| 17/06/2022 | 03:00 PM | LGA Board of Directors special meeting  |
| 19/06/2022 | 03:30 PM | Afternoon tea to raise money for cancer council                               |

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|            |          |  |
|------------|----------|--|
| 20/06/2022 | 09:30 AM | Mayor & GM Catch Up - Urban Services Committee Discussion  |
| 20/06/2022 | 10:30 AM | Mayor   GMCID Catch Up   |
| 20/06/2022 | 02:00 PM | Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries                    |
| 20/06/2022 | 03:00 PM | Meeting with staff – re zoning   |
| 20/06/2022 | 04:30 PM | Refugees week event briefing   |
| 20/06/2022 | 06:30 PM | Monday Committees: Policy & Planning; Urban Services and Governance & Compliance Committees      |
| 21/06/2022 | 10:00 AM | Radio Show   |
| 21/06/2022 | 12:30 PM | Regular meeting Mayor/CEO/EA   |
| 21/06/2022 | 02:00 PM | Meeting with Salisbury Catholic Parish re - 50 years of its consecration - invite                |
| 21/06/2022 | 12 Noon  | Media Issues - Regular Catch-up  |
| 21/06/2022 | 04:00 PM | Catch up CoS and Colin Martin  |
| 21/06/2022 | 06:30 PM | Tuesday Committees: Community Wellbeing & Sport and Innovation & Business Development Committees |
| 22/06/2022 | 09:30 AM | Pooraka Farm Community Centre - Women's Small Business Workshops                                 |
| 22/06/2022 | 01:30 PM | Launch of SA Refugee Week  |
| 22/06/2022 | 12 Noon  | Choosing outfit for the Sharing our Healing Culture Refugee Week Event                           |

#### **Events attended by Elected Members on behalf of the Mayor**

| <b>Date</b> | <b>Member</b>       | <b>Function</b>                                  |
|-------------|---------------------|--|
| 21/05/2022  | Cr Peter Jensen     | AGM Seniors Presentation Night                   |
| 22/05/2022  | Deputy Mayor        | Remembrance of Genocide - Church Service         |
|             | Chad Buchanan       | Remembrance of Genocide - Wreath laying ceremony |
|             |                     | Remembrance of Genocide - Afternoon Tea          |
| 26/05/2022  | Cr Shiralee Reardon | Comedy Capers Gang Show                          |
| 28/05/2022  | Deputy Mayor        | HMAS Encounter Commissioning Ceremony            |
|             | Chad Buchanan       |  |
| 04/06/2022  | Cr David Hood       | Salisbury Stitchers - Biggest Morning Tea        |
| 04/06/2022  | Deputy Mayor        | RAAF - Bomber Command Commemorative Service      |
|             | Chad Buchanan       |  |

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## REPORTS FROM COUNCIL REPRESENTATIVES

### QUESTIONS ON NOTICE

There are no Questions On Notice.

### QUESTIONS WITHOUT NOTICE

### MOTIONS ON NOTICE

#### **MON1 Motion on Notice: Local Flooding in Paralowie, Parafield Gardens and Burton Areas**

Cr Chad Buchanan has submitted the following Motion on Notice:

That Council:

1. Acknowledges and thanks our Council employees, SES and CFS volunteers for their dedication and commitment in responding to the flooding and call outs for assistance during the recent severe weather events.
2. Requests the Administration investigate the reasons behind the recent flooding at Globe Derby, and present a report back to Council recommending both short and long term flood mitigation measures for the Globe Derby Area.
3. Requests Administration bring back a report as part of the Drainage Assets, Strategic Asset Management Plan, with a proposed schedule of works (both short and long term) and budgets required to address localised flood risk in the Paralowie, Parafield Gardens and Burton areas, and specifically in the following streets:
  - Henry Street, Paralowie
  - Bolivia Crescent, Paralowie
  - Magdalena Crescent, Paralowie
  - Metala Drive, Paralowie
  - Bauhina Drive, Parafield Gardens
  - General Drive, Paralowie
  - Hiedenrich Avenue, Salisbury Downs
  - Breda Court, Salisbury Downs
  - Pine View Drive, Paralowie

**Administration Comment:**

Should this resolution be carried, Administration will progress the works in line with the resolution and report back to the Asset Management Sub Committee.

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## **MON2 Motion on Notice: Speeding in Caloundra Drive, Paralowie**

Cr Chad Buchanan has submitted the following Motion on Notice:

That Council:

1. Notes the ongoing speeding and traffic issues on Coloundra Drive, Paralowie and notes that this road is being used as a cut through to Fairbanks Drive.
2. Request the Administration investigate these concerns and present a report to the Urban Services Committee for consideration of recommended traffic calming devices on Coloundra Drive, Paralowie, including options for traffic calming measures and associated costings.

**Administration Comment:**

Should this motion be carried, the matter will be investigated and recommended improvements reported back to the Urban Services Committee.

## **MOTIONS WITHOUT NOTICE**

## **OTHER BUSINESS**



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## ORDERS TO EXCLUDE THE PUBLIC

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### 1.4.1 Potential Land Ownership Transfer

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#### Recommendation

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

On that basis the public's interest is best served by not disclosing the **Potential Land Ownership Transfer** 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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## 2.4.1 Belgravia Leisure Fees & Charges 2022-23

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### Recommendation

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)(d)(i) and (d)(ii) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:
  - it relates to commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
  - commercial information of a confidential nature (not being a trade secret) the disclosure of which would, on balance, be contrary to the public interest.
2. In weighing up the factors related to disclosure,
  - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations
  - Commercial in Confidence

*On that basis the public's interest is best served by not disclosing the **Belgravia Leisure Fees & Charges 2022-23** 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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### 3.4.1      **Audit and Risk Committee Membership - Appointment of Independent Members**

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#### **Recommendation**

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*

*On that basis the public's interest is best served by not disclosing the **Audit and Risk Committee Membership - Appointment of Independent Members** 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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#### **5.4.1 Minor Capital Works Grant Program - Ingle Farm Sporting Club Incorporated**

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##### **Recommendation**

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)(d)(i) 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 commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party.*
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*
  - *Information relating the financial capability of the grant partner to secure grant funding, and the third parties capability and available resources to undertake the project, which if disclosed could reasonably be expected to prejudice the commercial position of the third party.*

*On that basis the public's interest is best served by not disclosing the **Minor Capital Works Grant Program - Ingle Farm Sporting Club Incorporated** 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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## C1 Request for Extension of Confidentiality Orders

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### Recommendation

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 item at this time would protect sensitive commercial information in relation to acquisition of and associated compensation for Council Land*

*On that basis the public's interest is best served by not disclosing the **Request for Extension of Confidentiality Orders** 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.*

CLOSE



John Harry  
**CHIEF EXECUTIVE OFFICER**





**MINUTES OF COUNCIL MEETING HELD IN THE COUNCIL CHAMBER,  
34 CHURCH STREET, SALISBURY ON  
23 MAY 2022**

**MEMBERS PRESENT**

Mayor G Aldridge  
Cr M Blackmore  
Cr L Braun (*via Teams VC*)  
Cr B Brug (*from 6:41pm*)  
Deputy Mayor, Cr C Buchanan  
Cr A Duncan  
Cr K Grenfell  
Cr N Henningsen  
Cr D Hood  
Cr P Jensen  
Cr S Ouk  
Cr S Reardon  
Cr G Reynolds  
Cr J Woodman

**STAFF**

Chief Executive Officer, Mr J Harry  
General Manager Business Excellence, Mr C Mansueto  
General Manager City Infrastructure, Mr J Devine  
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

The meeting commenced at 6:31pm.

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## OPENING PRAYER AND WELCOME

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

The Mayor read the Kaurna Acknowledgement.

The Chief Executive Officer read the Opening Prayer.

## APOLOGIES

Apologies were received from Cr D Proleta.

## LEAVE OF ABSENCE

### LOA1 Leave of Absence: Cr Donna Proleta

A request for Leave of Absence for the period 9 May 2022 to 30 June 2022 inclusive has been received from Councillor Donna Proleta.

Moved Cr C Buchanan

Seconded Cr P Jensen

That Council:

Approves the Leave of Absence request from Cr Donna Proleta for the period 9 May 2022 to 30 June 2022 inclusive.

**CARRIED**  
**1335/2022**

## PUBLIC QUESTION TIME

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

## DEPUTATIONS / PRESENTATIONS

### DEP1 Verbal Representations on the 2022/2023 Long Term Financial Plan and Annual Business Plan

*As per Section 123 of the Local Government Act 1999, a Council must ensure interested persons are provided reasonable opportunity to attend and make submissions in relation to the Draft Annual Business Plan.*

Mr Waylen, Executive Officer of Salisbury Business Association attended the meeting to provide a verbal representation on the Draft 2022/2023 Long Term Financial Plan and Annual Business Plan.

*The letter received from Mr Waylen is included as Attachment 1 to these minutes.*

## ELECTED MEMBER SERVICE RECOGNITION - CR REARDON: 25 YEARS

Mayor Aldridge recognised Cr S Reardon for reaching 25 years of service.

## PRESENTATION OF MINUTES

Moved Cr G Reynolds  
Seconded Cr K Grenfell

The Minutes of the Council Meeting held on 26 April 2022, be taken as read and confirmed.

**CARRIED**  
**1336/2022**

## PETITIONS

No Petitions have been received.

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## COMMITTEE REPORTS

### 1 Policy and Planning Committee Meeting

Moved Cr C Buchanan  
Seconded Cr G Reynolds

That Council:

Adopts the recommendations of the Policy and Planning Committee Meeting held on 16 May 2022, listed below.

**CARRIED**  
**1337/2022**

### *Administration*

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

Moved Cr C Buchanan  
Seconded Cr G Reynolds

That Council:

1. Notes the report.

**CARRIED**  
**1337/2022**

### *For Decision*

#### 1.1.1 Lindblom Reserve Strategic Master Plan Report

Moved Cr C Buchanan  
Seconded Cr G Reynolds

That Council:

1. Endorses Lindblom Reserve Strategic Master Plan Report presented in Appendix A.
2. Endorses the preferred Master Plan presented in Appendix B for community consultation.
3. Notes the Project Control Group support for the Master Plan and the wider community consultation that will now be undertaken for the development of the site.
4. Notes the indicative staging presented within the Master Plan and that a further report will be presented following community consultation that provides further information on staging and funding aligned to planned asset renewal within the various Asset Management Plans and includes opportunities for external funding.

5. Notes that the first stage of the Master Plan includes the renewal/upgrade of the sports lighting, new uni-sex change rooms being proposed to be undertaken in 2022/23 subject to funding availability, with storage and canteen and shed areas being further considered.
6. Notes the location for the uni-sex change rooms which will be further assessed during detailed design in consultation with the Pooraka Sport and Social Club so as not impact further development on the site or playing surface.

**CARRIED**  
**1337/2022**

### **1.1.2 Privately Funded Code Amendment Policy Update**

Moved Cr C Buchanan  
Seconded Cr G Reynolds

That Council:

1. Notes the information.

**CARRIED**  
**1337/2022**

## **2 Finance and Corporate Services Committee Meeting**

Moved Cr M Blackmore  
Seconded Cr S Reardon

That Council:

Adopts the recommendations of the Finance and Corporate Services Committee Meeting held on 16 May 2022, listed below.

**CARRIED**  
**1338/2022**

### ***Administration***

#### **2.0.1 Future Reports for the Finance and Corporate Services Committee**

Moved Cr M Blackmore  
Seconded Cr S Reardon

That Council:

1. Notes the report.

**CARRIED**  
**1338/2022**

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*For Decision*
**2.1.1 Draft Fees and Charges 2022/23**

Moved Cr M Blackmore

Seconded Cr S Reardon

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  
1338/2022**

### **2.1.2 Council Finance Report - April 2022**

Moved Cr M Blackmore

Seconded Cr S Reardon

That Council:

1. Notes the report.

**CARRIED  
1338/2022**

### **2.1.3 Green Adelaide Board Regional Landscape Levy (Separate Rate)**

Moved Cr M Blackmore

Seconded Cr S Reardon

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  
1338/2022**

### **2.1.4 Salisbury Business Association Separate Rate**

Moved Cr M Blackmore

Seconded Cr S Reardon

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  
1338/2022**

### 2.1.5 Third Quarter Budget Review 2021/22

Moved Cr M Blackmore

Seconded Cr S Reardon

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 | \$54,663 |
| Expenditure                                     |          |

**CAPITAL**

|                     |           |
|---------------------|-----------|
| Confidential Item 1 | \$400,000 |
|---------------------|-----------|

|              |                  |
|--------------|------------------|
| <b>TOTAL</b> | <b>\$495,163</b> |
|--------------|------------------|

*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**  
**1338/2022**

### 3 Governance and Compliance Committee Meeting

Moved Cr J Woodman  
Seconded Cr P Jensen

That Council:

Adopts the recommendations of the Governance and Compliance Committee Meeting held on 16 May 2022, listed below, with the exception of the items:

#### 3.1.1 2022 National General Assembly of Local Government - Attendance and Voting Guidance

which was withdrawn to be considered separately.

**CARRIED**  
**1339/2022**

#### *Administration*

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

Moved Cr J Woodman  
Seconded Cr P Jensen

That Council:

1. Notes the report.

**CARRIED**  
**1339/2022**

#### *For Decision*

#### 3.1.1 2022 National General Assembly of Local Government - Attendance and Voting Guidance

Moved Cr S Reardon  
Seconded Cr S Ouk

That Council:

1. Approves for the Mayor and Chief Executive Officer to meet with the City of Salisbury voting delegate prior to the 2022 National General Assembly of Local Government to provide voting guidance on motions in the best interest of the City of Salisbury, in the absence of any specific direction from Council on the motions.

**CARRIED**  
**1340/2022**

**3.1.2 Pilot Off Leash Greyhound Event Review**

Moved Cr J Woodman

Seconded Cr P Jensen

That Council:

1. Notes the success of the pilot off leash greyhound event along with the very positive feedback and level of satisfaction with the Jenkins Reserve facility.
2. Approves the Administration conducting up to two off leash greyhound events per annum subject to approval from the Dog and Cat Management Board and Greyhound as Pets SA.
3. Approves the Administration writing to the Dog and Cat Management Board to review the legislative and policy requirements for off leash greyhound events to enable third party organisers to host and conduct greyhound off leash events to reduce the administrative burden and costs on the City of Salisbury and local government sector.
4. Approves that a report come back to the appropriate Committee in September 2022, evaluating all dog parks and their suitability to hold off leash greyhound events.

**CARRIED**  
**1339/2022**

**4 Urban Services Committee Meeting**

Moved Cr C Buchanan

Seconded Cr P Jensen

That Council:

Adopts the recommendations of the Urban Services Committee Meeting held on 16 May 2022, listed below, with the exception of items:

**4.1.3 Milne Road & Sleep Road - Traffic Management - Signage and Line Marking****4.1.4 New Playspace - Alternative Location Options to Stanford Road Reserve**

which were withdrawn to be considered separately.

**CARRIED**  
**1341/2022**

**US-MWON1 State Government Commitment to Fund Bridge at Mawson Lakes School**

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Notes the deputation from Mr Michael Brown MP, Member for Florey confirming the State Government's commitment to fund the additional \$110,000 required to build the 2.4 metre fully inclusive accessible bridge at Mawson Lakes School and requesting that staff prepare all required documentation to commence the construction tender process as a matter of priority.
2. Notes the letter received from Department of the Premier and Cabinet on 16 May 2022 (provided as Attachment 1 to these minutes) confirming the State Government commitment to fund the bridge at Mawson Lakes School.

**CARRIED  
1341/2022**

***Administration***

**4.0.1 Recommendations of the Asset Management Sub Committee meeting held on Monday 9 May 2022**

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

Receives and notes the information contained in the Asset Management Sub Committee Minutes of the meeting held on 9 May 2022, with respect to the following recommendations contained therein to be adopted by Council:

**CARRIED  
1341/2022**

**4.0.1-AMSC1 Future Reports for the Asset Management Sub Committee**

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Notes the report.

**CARRIED**

**4.0.1-AMSC2 Footpath on Hemming Street, Parafield Gardens**

Moved Cr C Buchanan

Seconded Cr P Jensen

That Council:

1. Notes that urgent maintenance works to rectify major hazards has been completed along Hemming Street, Parafield Gardens.
2. Notes that renewal works to lift and relay a section of the footpath has been scheduled for the end of 2022.

**CARRIED**  
**1341/2022**

**4.0.1-AMSC3 Strategic Asset Management Plan - Drainage Assets**

Moved Cr C Buchanan

Seconded Cr P Jensen

That Council:

1. Approves the following asset Hierarchy for Drainage assets into:
  - 1.1 Major Drainage Assets
2. Approves the following Criteria for Drainage systems:
  - 2.1 Major Drainage Assets:
    - 2.1.1 Number of houses at risk of flooding in a 1 in 100 year event
    - 2.1.2 Quality of stormwater entering the ocean (tonnes of sediment/year)
  - 2.2 Minor Drainage Assets:
    - 2.2.1 Nuisance Flooding in streets (depth and duration of ponding in streets)
    - 2.2.2 Quality of stormwater

**CARRIED**  
**1341/2022**

#### 4.0.1-MON1 **Motion on Notice: Montague Farm Estate, Pooraka - Parking Study**

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Request that Administration prepare a report for the June 2022 Urban Services meeting outlining the costs associated with undertaking a comprehensive investigation into the current car parking issues within Montague Farm Estate, Pooraka that would address matters including:
  - a) opportunities to improve car parking in the estate
  - b) opportunities for construction of car parking including indented car parking bays
  - c) opportunities for education including pamphlets delivered to the homes and the installation of signage
  - d) costings associated with recommendations for parking improvements

**CARRIED**  
**1341/2022**

#### 4.0.2 **Future Reports for the Urban Services Committee**

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Notes the report.

**CARRIED**  
**1341/2022**

#### *For Decision*

##### 4.1.1 **Traffic Management Study - Salisbury Oval**

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Authorises staff to undertake a Traffic Management Study, (both traffic and pedestrian) around Salisbury Oval, bordered by Park Terrace, Brown Terrace and the Railway Line, in consideration of the existing facilities and housing, and future anticipated developments in the immediate area, to be delivered by the end of October 2022.
2. Notes that the \$20K required for the Brown Terrace Traffic Management Study can be funded from the Minor Traffic Management budget line for 2022/2023.

**CARRIED**  
**1341/2022**

#### 4.1.2 Proposed Road Closure - Portion of Port Wakefield Road

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Approves that pursuant to the provisions of the *Roads (Opening and Closing) Act 1991*, to make a Road Process Order to formally close a portion of Port Wakefield Road, Globe Derby Park as marked "A" in Attachment 1 to this report (Urban Services Committee 16 May 2022 Item No.4.1.2).
2. Approves that Pursuant to Section 193 (4) of the *Local Government Act 1999*, the portion of Port Wakefield Road marked "A" shaded red on the attached plan (Attachment 1 to this report - Urban Services Committee 16 May 2022 Item No.4.1.2) be excluded from classification as Community Land and be exchanged to the South Australian Harness Racing Association (SAHRC) (subject to an encumbrance ensuring that the land is not to be used for residential purposes), for a similar sized portion of land marked "B" and shaded blue on the Plan contained in Attachment 1 to this report (Urban Services Committee 16 May 2022 Item No.4.1.2) which is to be dedicated as road. As the portions of land to be exchanged are of similar size no consideration should be payable however Future Urban as the applicant are to be responsible for all costs.

**CARRIED**  
**1341/2022**

#### 4.1.3 Milne Road & Sleep Road - Traffic Management - Signage and Line Marking

Moved Cr P Jensen  
Seconded Cr S Reardon

That Council:

1. Approves the refreshing and installation of additional line marking and signage along Sleep Road and Milne Road West, and install Pavement Bars at the Junction of Milne Road West and Sleep Road, subject to the outcome of community consultation.
2. Notes that these minor road safety improvements will be undertaken as part of the Minor Traffic Program during the 2022/2023 financial year.
3. Notes that staff will continue to liaise with South Australia Police (SAPOL) to undertake surveillance of vehicle activity at these locations.

**CARRIED**  
**1342/2022**

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*Cr B Brug entered the meeting at 6:41pm*

#### **4.1.4 New Playspace - Alternative Location Options to Stanford Road Reserve**

Moved Cr M Blackmore

Seconded Cr A Duncan

That Council:

1. Approves St Albans Reserve as the alternate location to Stanford Road Reserve for the development of a new playspace.
2. Approves the proposed consultation approach for mailout to residents within 200m of the reserve, as well as those who have already been consulted with, of a new concept plan for the reserve seeking feedback for the upgrade of the playspace.

**CARRIED  
1343/2022**

#### **4.1.5 Review of Tree Removal Request - Various Locations**

Moved Cr C Buchanan

Seconded Cr P Jensen

That Council:

1. Approves the lodgement of a development application seeking removal of:
  - a. The regulated *Eucalyptus sideroxylon* in front of 8 McQueen Court, Paralowie, noting that should the application be approved two replacement trees are required to be planted; and
  - b. The significant *Eucalyptus camaldulensis* in front of 4 Linda Close, Paralowie, noting that should the application be approved four replacement trees are required to be planted.

**CARRIED  
1341/2022**

#### **4.1.6 City Centre Revitalisation Project (Church/John Street) - Public Convenience Facilities**

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Notes that the existing supply and access to public conveniences within the Salisbury City Centre includes both Council and private sector facilities.
2. Approves the inclusion of an Exeloo facility located at the south east entrance of the Sexton Car Park as part of the City Centre Revitalisation Project for Church and John Street, to be funded within the budget allocation for that project with ongoing maintenance costs being accommodated through the existing cleaning services agreement.

**CARRIED**  
**1341/2022**

#### ***For Information***

#### **4.2.1 City Centre Revitalisation Project (Church/John Street) - Project Update**

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Notes the report.
2. Notes that a further report regarding Shop Front Grants and Economic Uplift in consultation with the Salisbury Business Association will be presented to Council.

**CARRIED**  
**1341/2022**

#### **4.2.2 Tree Removal Requests - Monthly Update for March 2022**

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Notes the report.

**CARRIED**  
**1341/2022**

#### 4.2.3 Capital Works Program Monthly Report - March 2022 Update

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Notes the report.

**CARRIED**  
**1341/2022**

### 5 Community Wellbeing and Sport Committee Meeting

Moved Cr A Duncan  
Seconded Cr N Henningsen

That Council:

Adopts the recommendations of the Community Wellbeing and Sport Meeting held on 17 May 2022, listed below.

**CARRIED**  
**1344/2022**

#### *Administration*

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

Moved Cr A Duncan  
Seconded Cr N Henningsen

That Council:

1. Notes the report.

**CARRIED**  
**1344/2022**

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***For Noting Only – Decisions Under Committee Delegation***

**5.1.1 Grant No. 53/2021-22: Philippine Fiesta of South Australia Community Grant Application**

That the Community Wellbeing and Sport Committee, in accordance with its delegated powers set out in the adopted Terms of Reference:

1. Approves the request for funding for the May 2022 round of Community Grants as follows:
  - a. Grant No. 53/2021-22: Philippine Fiesta of South Australia: to the value of \$5,000: to assist with hosting its event, Philippine Fiesta 2022.
  - b. If approved, this \$5,000 will be funded from the Community Events Grant Budget.

**5.1.2 Grant No. 54/2021-22: Para District Obedience Dog Club Inc. Community Grant Application**

That the Community Wellbeing and Sport Committee, in accordance with its delegated powers set out in the adopted Terms of Reference:

1. Approves the request for funding for the May 2022 round of Community Grants as follows:
  - a. Grant No. 54/2021-22 Para District Obedience Dog Club Inc. to the value of \$2,665: to assist with purchasing a defibrillator and cabinet.

**6 Innovation and Business Development Committee Meeting**

Moved Cr K Grenfell

Seconded Cr J Woodman

That Council:

Adopts the recommendations of the Innovation and Business Development Meeting held on 17 May 2022, listed below, with the exception of item:

**6.1.2 Community Bus Budget 2022/2023**

which was withdrawn to be considered separately.

**CARRIED  
1345/2022**

## *Administration*

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

Moved Cr K Grenfell  
Seconded Cr J Woodman

That Council:

1. Notes the report.

**CARRIED  
1345/2022**

## *For Decision*

### **6.1.1 Recommendations of the Strategic Property Development Sub Committee meeting held on Monday 9 May 2022**

Moved Cr K Grenfell  
Seconded Cr J Woodman

That Council:

Receives and notes the information contained in the Strategic Property Development Sub Committee of the meeting held on 9 May 2022 with respect to the following recommendations contained therein to be adopted by Council:

**CARRIED  
1345/2022**

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

Moved Cr K Grenfell  
Seconded Cr J Woodman

That Council:

1. Notes the report.

**CARRIED  
1345/2022**

**6.1.2 Community Bus Budget 2022/2023**

Moved Cr C Buchanan  
 Seconded Cr L Braun

1. Notes that the Community Bus Services 2021/2022 budget is close to being fully expended.
2. Approves a further budget allocation be provided to support the Community Bus service into 2022/23, with a non-discretionary bid of \$100k into the 2022/23 budget as set out in Attachment 1 of this report (Item No.6.1.2).
3. Notes a mid-review of the Community Bus Service report will be provided to Council in June 2022 to seek feedback on the future operating model and continuation of the service.

**CARRIED**  
**1346/2022**

***For Information*****6.2.1 Community Requests - Response Dashboard**

Moved Cr K Grenfell  
 Seconded Cr J Woodman

That Council:

1. Notes the report.

**CARRIED**  
**1345/2022**

**8 Council Assessment Panel Meeting**

Minutes of the Council Assessment Panel Meeting held on 27 April 2022 were noted by Council.

## 9 CEO Review Committee Meeting

Moved Cr J Woodman  
Seconded Cr K Grenfell

That Council:

Adopts the recommendations of the CEO Review Committee Meeting held on 10 May 2022, listed below.

**CARRIED**  
**1347/2022**

### *Reports*

#### **9.1.1 CEO Annual Performance Review Process FY2021/2022**

Moved Cr J Woodman  
Seconded Cr K Grenfell

1. The Performance Appraisal Survey be distributed electronically to Elected Members on Monday 16 May 2022, to be completed by 7 June 2022.
2. Hender Consulting will offer interviews with each Elected Member during the period 16 May 2022 to 7 June 2022.
3. The results of the CEO Performance Appraisal Survey and the final CEO Key Performance Indicators Report be presented to the CEO Review Committee in July 2022, at which time the Committee determine the overall rating for the CEO Personal Evaluation System for 2021/2022.
4. The Hender Consulting Remuneration Advice Report be provided to the CEO Review Committee in July 2022, at which time the CEO Review Committee may determine, in accordance with the delegated authority it holds, any amendments to the CEO's employment arrangements as provided for within the contract of employment.

**CARRIED**  
**1347/2022**

#### **9.1.2 CEO Key Performance Indicator Status Update**

Moved Cr J Woodman  
Seconded Cr K Grenfell

1. Information be received.
2. Progress towards achievement of the 2021/2022 Key Performance Projects and Initiatives be noted and endorsed.

**CARRIED**  
**1347/2022**

## GENERAL BUSINESS

### GB1 Recommendations of the Burton Community Hub Precinct Sub Committee meeting held on Tuesday 10 May 2022

Moved Cr C Buchanan  
Seconded Cr J Woodman

That Council:

1. Receives and notes the information contained in the Burton Community Hub Precinct Sub Committee Minutes of the meeting held on 10 May 2022 and the following recommendations contained therein to be adopted by Council:

#### **BHPSC1 Burton Community Hub - Hours of Operation**

That Council:

1. Approves that the operating hours of the Burton Community Hub, including its library service, be 9am to 5pm each weekday and 10am to 2pm on Saturdays.

*For Noting Only – Decisions Under Committee Delegation*

#### **BHPSC2 Burton Community Hub - Operations Update**

That the Burton Community Hub Precinct Sub Committee:

1. Adopts the Burton Community Hub Uplift Program as included in Attachment 3 (Burton Community Hub Sub Committee, 10 May 2022, Item No. BHPSC2).

**CARRIED**  
**1348/2022**

## MAYOR'S DIARY

### MD1 Mayor's Diary

Moved Cr K Grenfell  
Seconded Cr S Ouk

That Council:

1. Notes this information.

**CARRIED**  
**1349/2022**

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## REPORTS FROM COUNCIL REPRESENTATIVES

### Cr C Buchanan

22/05/2022 Represented the Mayor at the Memorial Service for Pontian Genocide Remembrance Day.

### Cr S Reardon

30/04/2022 Represented the Mayor at the Salisbury Little Athletics AGM.

05/05/2022 Seniors Bus Tour.

19/05/2022 Airport advisory group.

*An additional report from Cr S Reardon is included as Attachment 2 to these minutes.*

### Cr P Jensen

30/04/2022 Represented the Mayor at the Salisbury Little Athletics AGM.

22/05/2022 Attended the Volunteers Week event for JP's of the City of Salisbury.

Cr P Jensen acknowledged and thanked the JP's of the City of Salisbury for the vital service that they provide the community.

### Cr K Grenfell

03/05/2022 Represented the Mayor at PBA-FM, community radio station.

### Cr J Woodman

03/05/2022 Represented the Mayor at PBA-FM, community radio station.

### Cr S Ouk

25/4/2022 ANZAC day dawn service.

29/4/2022 watershed creative prize opening night.

30/4/2022 Black April commemoration.

8/5/2022 Hilalayan Multicultural society SA picnic.

## QUESTIONS ON NOTICE

*There were no Questions on Notice.*

## QUESTIONS WITHOUT NOTICE

*There were no Questions Without Notice.*

## MOTIONS ON NOTICE

*There were no Motions on Notice.*

## OTHER BUSINESS

### MOTIONS WITHOUT NOTICE

#### MWON1 Power Station

Moved Cr C Buchanan  
Seconded Cr B Brug

#### That Council:

1. Expresses its concern in relation to the noise levels caused by the new generators at the Nexif Energy Power station near Snapper Point, with significant impact being reported by St Kilda residents.
2. Notes that Council was not part of any direct consultation in relation to the construction and operation of the new generators of the Nexif Energy Power station.
3. Writes to the EPA and/or other relevant authority to seek the introduction of noise monitoring, and if necessary, noise reduction measures.

**CARRIED**  
**1350/2022**

#### MWON2 Graffiti removal

Moved Cr S Ouk  
Seconded Cr P Jensen

#### That Council:

1. Requests the administration assist with removing the significant graffiti on the fencing along Winzor Street and Hollywood Boulevard.

**CARRIED**  
**1351/2022**

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**MWON3 Memorabilia within Bridgestone Athletics Facility**

Moved Cr P Jensen  
Seconded Cr A Duncan

That Council:

1. Notes that the Northern Districts Athletics Club, Salisbury Little Athletics Club and Ingle Farm Little Athletics Centre are primary lease holders of the Bridgestone Athletics Facility.
2. Requests staff develop a framework which allows clubs to display their respective memorabilia within the facility.

**CARRIED**  
**1352/2022**

**MWON4 Footpath Paving, Salisbury East**

Moved Cr P Jensen  
Seconded Cr C Buchanan

That Council:

1. Requests a report be brought to the Asset Management Sub Committee regarding the addition of paving along the path adjoining Melville Road and Northbri Avenue Salisbury East.
2. That consideration be given to including this in the FRET footpath program.

**CARRIED**  
**1353/2022**

## MWON5 Off Leash Greyhound Event

Moved Cr B Brug

Seconded Cr C Buchanan

1. That staff bring back a progress report to the Urban Services Committee by September 2022 detailing:
  - a) status update on the progress of the dog park upgrade works and;
  - b) on the rollout of small dog parks in the City of Salisbury.
2. That the next two off leash greyhound events be held at Jenkins Reserve, and the new Fairbanks Reserve, Paralowie dog park, with the view to share events around the City if possible.

With leave of the meeting and consent of the mover and seconder, Cr G Reynolds VARIED the MOTION as follows:

1. That staff bring back a progress report to Urban Services Committee by September 2022 detailing:
  - a) status update on the progress of the dog park upgrade works and,
  - b) on the rollout of small dog parks in the City of Salisbury.
2. That the next two off leash greyhound events be held at Jenkins Reserve, and the new Fairbanks Reserve, Paralowie dog park, with the view to share events around the City if possible, subject to approval by the Dog and Cat Management Board.

**CARRIED**  
**1354/2022**

**MWON6 Mawson Lakes Bridge**

Moved Cr B Brug  
Seconded Cr L Braun

That Council:

1. Work to deliver the construction of and opening of the bridge, if possible by the end of the 2022 calendar year.
2. That staff provide regular status updates to the Ward Councillors, Mawson Lakes School and Mr Michael Brown MP.

*Cr P Jensen left the meeting at 07:47pm.*

**LOST**

*A **DIVISION** was called by Cr Brug and the following members responded to the Mayor's call as having voted in favour of the **MOTION**:*

*Crs L Braun, B Brug, C Buchanan, A Duncan and D Hood*

*The following members responded to the Mayor's call as having voted against the **MOTION**:*

*Crs M Blackmore, K Grenfell, N Henningsen, S Ouk, S Reardon, G Reynolds and J Woodman*

*The Mayor declared the **MOTION** was **LOST**.*

*Cr P Jensen was absent for the vote.*

*Cr P Jensen returned to the meeting at 07:51pm.*

**FURTHER MOTION**

Moved Cr C Buchanan  
Seconded Cr S Ouk

1. The response from the General Manager in reply to the question from Cr G Reynolds in relation to MWON6 Mawson Lakes Bridge be noted and recorded in the minutes.
2. That the response be conveyed to the local MP, School and the community, therefore they will have confidence that the timeframes will be met, and be completed by January or February 2023.

With leave of the meeting and consent of the seconder, Cr Buchanan **VARIED** the **MOTION** as follows:

1. The response from the General Manager in reply to the question from Cr G Reynolds in relation to MWON6 Mawson Lakes Bridge be noted and recorded in the minutes.

2. That the response be conveyed to the local MP, School and the community, therefore they will be have confidence that the timeframes will be met, and be complete by January or February 2023.
3. That the answer to the Questions Without Notice be noted and recorded in the minutes.

**Question Without Notice, Cr. G Reynolds:**

*What is the current schedule for this project?*

The General Manager, City Infrastructure provided the following response:

The prefabrication works will commence as soon as possible. Construction will start after the School year to minimise the risk to the students with an end date of the end of January early February 2023.

**Question Without Notice, Cr C Buchanan:**

*How will the Administration meet the requirements of the previous Motion, when will the tender processes commence and what are the timeframes?*

The General Manager, City Infrastructure has provided the following response:

The design of the bridge is almost complete. A tender for construction is expected to go to market in late June 2022.

The requirement within the tender documentation will be for the successful tenderer to commence prefabrication works on the bridge as soon as possible to enable a completion date in early 2023.

**CARRIED  
1355/2022**

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## ORDERS TO EXCLUDE THE PUBLIC

### C1 Request for Extension of Confidentiality Orders

Moved Cr K Grenfell

Seconded Cr J Woodman

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 item at this time would protect sensitive commercial information in relation to acquisition of and associated compensation for Council Land*

*On that basis the public's interest is best served by not disclosing the **Request for Extension of Confidentiality Orders** item and discussion at this point in time.*
3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

**CARRIED**  
**1356/2022**

#### 6.4.1 **Recommendations of the Confidential Strategic Property Development Sub Committee meeting held on Monday 9 May 2022**

Moved Cr J Woodman  
Seconded Cr S Ouk

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.*

*On that basis the public's interest is best served by not disclosing the **Recommendations of the Confidential Strategic Property Development Sub Committee meeting held on Monday 9 May 2022** item and discussion at this point in time.*
3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

**CARRIED**  
**1357/2022**

## 6.4.2 Exceptional Community Experience Project Update

Moved Cr K Grenfell  
Seconded Cr S Ouk

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*

*On that basis the public's interest is best served by not disclosing the **Exceptional Community Experience Project Update** item and discussion at this point in time.*
3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

**CARRIED**  
**1358/2022**

The meeting moved into confidence at 8:05pm.

The meeting moved out of confidence at 8:14pm.

The meeting closed at 8:14pm.

CHAIRMAN.....

DATE.....



**Public Comment on the City of Salisbury  
Draft 2022/23 Long Term Financial Plan and Annual Business  
Plan provided by the Salisbury Business Association Inc.**

**Monday 23<sup>rd</sup> May 2022**

The Salisbury Business Association Board had the opportunity to review the Plan and wishes to make the following comments:

**1) Re. 3.9% Rate Increase**

Whilst property owners are always concerned at any rate increases, when reviewing the Budget as a whole, and the extensive span of Capital Works Projects, including the Church and John Street Redevelopment and the Salisbury Swimming Centre redevelopment, across the City of Salisbury, the proposed rate increase seems in alignment with those deliverables.

**2) Commitment to space activation in the Salisbury Community Hub and Salisbury Civic Plaza**

With COVID hampering capitalisation on the benefits of Council investing so heavily in the Community Hub, now moving forward, sees great opportunities to increase and/or expand events, activities and external hire prospects at the Salisbury Community Hub, and soon to be expanded Salisbury Civic Plaza.

We ask that Council consider:

- a) In order to ramp up opportunities and community engagement, that Council dedicate a considerable budget allocation to space activation (in the John Harvey Community Hall, Council Committee Rooms and Council Chamber) including school holidays and weekends.
- b) That Council consider expanding operating hours of the Salisbury Community Hub to increase community accessibility and engagement e.g. hours of opening extended into the evening Monday to Friday, but with a Pilot to trial this Monday evenings when the Council building is usually open to the public with Council and Committee Meetings.
- c) Expand collaborative opportunities to an increasing number of community and cultural groups who could bring activities to the indoor and outdoor spaces.
- d) Look at ways to reduce operational issues that may impact on current and potential users including opening hours, toilet access, access to external power, fire safety protocols associated with the large screen, and site layout review around functionality.
- e) The points included above will assist the City of Salisbury deliver:
  - i. Increased economic activity in the Salisbury City Centre
  - ii. Increased community participation and engagement

As an Association, we are excited about the large number of projects that Council will be delivering across the coming financial year, and subsequent financial years, all to the betterment of the City of Salisbury businesses, residents and wider community and commend Council on delivering a balanced, forward focussed budget.

David Waylen  
**Executive Officer**  
for the Board of the  
***Salisbury Business Association Inc.***

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Attachment 2 – Reports from Council Representatives – Cr S Reardon

25/04/2022 ANZAC Day Dawn Services (6:00am), ANZAC Day Police Memorial Services Fort Largs (10:00am)

26/04/2022 Council Meeting

28/04/2022 Lord Mayor's Civil Reception – Representing the Mayor

30/04/2022 Salisbury Little Athletics AGM – Representing the Mayor

11/05/2022 Opening of new extension at McIntyre Medical Centre

4/05/2022 Meeting with Residents

9/05/2022 Site visit Sleep Street and Williamson Street Para Hills

9/05/2022 Burton Community Hub Site Tour

10/05/2022 Meeting with Paddocks Community members

10/05/2022 Additional meeting with Paddocks Community members, Mayor and Chief Executive Officer

11/05/2022 Meet with Residents

10/05/2022 CEO Review Committee meeting

12/05/2022 Discussion with Para Hills Uniting Church

15/05/2022 Salisbury Fun Run and survived

17/05/2022 Council IT visit

18/05/2022 Para Hills High School Governing Council meeting

26/05/2022 SPED Advisory meeting



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

**14 JUNE 2022**

**MEMBERS PRESENT**

Mayor G Aldridge  
Cr M Blackmore  
Cr L Braun  
Cr B Brug (*via Teams VC*)  
Cr C Buchanan (Deputy Mayor)  
Cr A Duncan  
Cr K Grenfell  
Cr N Henningsen (*via Teams VC*)  
Cr D Hood  
Cr S Ouk  
Cr D Proleta  
Cr S Reardon  
Cr G Reynolds

**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, Mrs A Pokoney Cramey  
General Manager City Development, Ms M English  
Team Leader Council Governance, Ms J O'Keefe-Craig  
PA – General Manager Community Development, Ms Howley

The meeting commenced at 6:30pm.

**OPENING PRAYER AND WELCOME**

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

The Mayor read the Kaurna Acknowledgement.

The Chief Executive Officer read the Opening Prayer.

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## APOLOGIES

Apologies were received from Cr J Woodman, Cr P Jensen.

## LEAVE OF ABSENCE

Nil

## ORDER TO EXCLUDE THE PUBLIC

### C1 Land Acquisition - Bolivar

Moved Cr L Braun

Seconded Cr K Grenfell

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 confidential information relating to proposed commercial negotiations and Council's commercial position*

*On that basis the public's interest is best served by not disclosing the **Land Acquisition - Bolivar** item and discussion at this point in time.*
3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

**CARRIED**  
**1365/2022**

The meeting moved into confidence at 6:33pm

The meeting moved out of confidence and closed at 6:34pm.

CHAIRMAN.....

DATE.....